

**NEWARK**

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**PATASKALA**

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[www.lickingcohealth.org](http://www.lickingcohealth.org)

**Board of Health****Minutes****April 15, 2025**

**Call to Order** – The April 15, 2025 board meeting was held with in-person attendance. President Neisha Grubaugh called the meeting to order at 5:30 PM.

Members in attendance were Ed Smith, Dr. Scarpitti, Mary Billy, John Wetmore, Neisha Grubaugh, Carole Wachtel, Shelly Ellis, Kathy Wyatt, Rich Kozlowski, and Kim Wilhelm.

Members absent: Larry Friesel.

The Pledge of Allegiance was recited.

**Adoption of the Agenda:** Dr. Scarpitti made a motion to approve the meeting agenda, Shelly Ellis seconded. All members voted yea.

**Approval of Minutes:** The March 18, 2025, minutes were presented and discussed. A motion to approve was presented by Dr. Scarpitti, seconded by Carole Wachtel. Shelly Ellis and Rich Kozlowski abstained. Motion passed.

**Introduction of New Staff:** Health Commissioner Chad Brown introduced Kayla Dixon, BCCP Clerk to the board.

**Public Comment:** Christian Solomona of Johnstown addressed the board.

**Hearings and Variances:**

- **9821 Cooper Rd., Johnstown, HSTS Holding Tank** – Upon recommendation from staff a motion was made by Kathy Wyatt to extend the variance deadline issued by the Board during their March 2025 meeting to December 31, 2025. The following conditions must be met for the extension to remain in effect: no more than 4 campers on the property at any time, the property owner must maintain a contract with a registered septic hauler and provide receipts to show proof that the tank is being pumped regularly. The property owner must have an STS design completed by a registered septic installer and obtain an STS permit no later than June 30, 2025. Carole Wachtel seconded the motion. Motion passed. Additionally, LCHD staff will conduct monthly inspections at the property if nuisance conditions are found due to the holding tank, the tank will no longer be permitted to be used.



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**Community and Personal Health Report:** Director of Community and Personal Health, Kari Jones, provided a written report to the board. Kari stated that Sherry Selfe is continuing to do a great job in her role as the community navigator.

There is currently 1 TB case in the county and our staff is working with this individual to get screened and treated. This individual is not currently symptomatic. There are currently no cases of measles in Licking County. Adam Masters is working to get updated MMR vaccination numbers from our local school districts. There are currently 27 cases of Fifth disease in the primary school at Licking Valley. An information letter was sent home to parents prior to Easter break.

**Environmental Health Report:** Outdoor Environmental Health Director, Scott Morris, provided a written report to the board. Scott added that an email was received from ODH stating that our sewage program will be surveyed on May 6<sup>th</sup> & 7<sup>th</sup>. The transition to the Healthspace Govtech software is still moving forward. Lakewood Inn has been placed in our Pool EEP due to chemistry issues with their pool and spa. We have had no response from Lance Industries regarding the wells that were drilled in our county and no well log has been submitted. We are working with the county prosecutor and ODH on how to proceed with this issue.

**Indoor Environmental Health Director,** Traven Wood, provided a written report to the board. Traven added that Tlaquepaque Mexican Cocina closed last month due to a plumbing issue and has been dealing with hot water issues for 2-3 months. They completed an administrative review with Chad Brown, and it was found that the water problem was still not fixed. They were immediately closed and were allowed to reopen when the issue was repaired. They will continue to be inspected monthly until we are satisfied that they are remaining compliant. The county's 2<sup>nd</sup> mobile body art facility was just licensed. These mobile units are only permitted to operate within the county they are licensed. Chad announced that Zoe Tyler, Environmental Health Specialist – IT, has been elected as Vice President – Elect of the Ohio Environmental Health Association. We are excited for Zoe and the experience she will gain and the difference she will make in this position.

**Maternal and Child Health Report:** Maternal and Child Health Director, Todd Kirkpatrick, provided a written report to the board. Todd had nothing to add to his written report.

**Health Promotion Report:** Health Promotion Director, Brianna Perkins, provided a written report to the board. Bri did some research related to the information that was requested at the March board meeting regarding the distribution of fentanyl test strips. The test strips are distributed through ODH Project DAWN programs. There are 7 counties that distribute them via resources like vending machines, quick response teams and naloxone kits. Working with entities that provide substance use disorder



treatment is the preferred method of distribution. Dr. Scarpitti made a motion to distribute the test strips and then revisit in 6 months to see if there is measurable impact. Kathy Wyatt seconded the motion. Motion passed. Chad also mentioned that this year's Easter egg hunt was a huge success with nearly triple the number of attendees from last year.

**Administrative Services Report:** Director of Fiscal Services, Taunja Dudgeon, provided a written report to the board. Taunja added that the board will notice expenses from the Park Nation Bank account are going down while expenses from Huntington Bank are going up. She is trying to streamline the credit cards and get everything paid from 1 account. The current audit is progressing. Everything requested to date has been uploaded to the portal for review and the audit is scheduled to be completed by May 31, 2025.

**Health Commissioner Report:** Health Commissioner, Chad Brown, provided a written report to the board. Chad stated that funding and cuts are still a big subject regarding the state budget. The Ohio Department of Health Lead Program has been cut. One major change affecting the county that may be included in the budget is a soil analysis may no longer be allowed before a septic system can be installed. There is talk that the Head Start program may be cut at the federal level. There is no definite information on that, but Chad will continue to monitor that possibility. Chad is looking into having the carpet in the 3<sup>rd</sup> floor main boardroom replaced with laminate flooring as well as covering the flooring in the basement breakroom. We are continuing to investigate the phishing email that was received by one of our staff.

#### **Financial Reports and Bills:**

The financial reports were presented to the board and discussed. The March 2025 LCHD Financial Reports were approved on a motion by Carole Wachtel, Mary Billy seconded. All members voted yea; motion passed.

The March 2025 LCHD Bills were presented and discussed. Carole Wachtel presented a motion to approve, Kathy Wyatt seconded. All members voted yea; motion passed.

**Resolution 2025-14** was presented to the board to appropriate funds in the General Fund to the Grant Contract Services Line Item. A motion to approve was presented by Mary Billy, Carole Wachtel seconded. Motion passed.

#### **Contract Agreements:**

**Resolution 2025-15** was presented to the board to enter into an agreement with Licking County Aging Partners to implement the Falls Among Older Adults Grant. A motion to approve was presented by Shelly Ellis, Kathy Wyatt seconded. Motion passed.



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**Resolution 2025-16** was presented to the board to enter into an agreement with McDonald Hopkins PLC for the analyzation and response to potential business email compromise. A motion to approve was presented by Dr. Scarpitti, John Wetmore seconded. Motion passed.

**Resolution 2025-17** was presented to the board to enter into an agreement with Purplecyber Solutions for forensic investigation related to potential business email compromise. A motion to approve was presented by Mary Billy, Carole Wachtel seconded. Motion passed.

**Executive Session:** A motion was made by Dr. Scarpitti and seconded by Ed Smith to enter Executive Session to consider the appointment, employment, dismissal, discipline, promotion, or compensation of a public employee. A roll call vote was conducted to enter the session, with all members voting yea.

The board entered into Executive Session at 6:47 PM.

The board returned from Executive Session at 6:57 PM on a motion by Dr. Scarpitti, Mary Billy seconded, with the roll call vote and all members voting yea.

No action was taken as a result of the Executive Session

A motion was made by Dr. Scarpitti to close the LCHD offices at 12:00PM on Friday, April 18, 2025, and seconded by Kathy Wyatt. Motion passed. Chad will inform the staff of the decision in the morning.

The April 15, 2025 Licking County Board of Health was adjourned at 7:00 PM on a motion by Dr. Scarpitti, seconded by Mary Billy. Meeting adjourned.

Approved:

Neisha Grubaugh, Board of Health President

Chad Brown, Health Commissioner

Tiffany Murphy, Executive Assistant