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Board of Health

Minutes

June 17, 2025

Call to Order – The June 17, 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 Neisha Grubaugh, John Wetmore, Ed Smith, Dr. Scarpitti, Mary Billy, Carole Wachtel, Kathy Wyatt, Richard Kozlowski, and Kim Wilhelm.

Members absent were Larry Friesel and Shelly Ellis.

The Pledge of Allegiance was recited.

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

Approval of Minutes: The May 27, 2025, updated minutes were presented and discussed. A motion to approve was presented by John Wetmore, seconded by Kathy Wyatt. Dr. Scarpitti and Mary Billy abstained. Motion passed.

Introduction of New Staff: Health Commissioner Chad Brown introduced Shamaye Dixon, Health Educator, to the board.

Public Comment: None

Featured Program: Tick and Lyme Disease Surveillance – Jacqueline Noe, Epidemiologist, provided an overview of the program.

Community and Personal Health Report: Director of Community and Personal Health, Kari Jones, provided a written report to the board. Kari added that in collaboration with LMH, Kelli Hopkins will be taking the mobile unit to various locations in the county to provide free prostate screenings via blood draw. LMH will run the specimens and provide the results to the individuals. This will all be free of charge. On the 2nd Wednesday of each month the LCHD mobile unit and Family Health Services will be at the Holy Trinity Lutheran Church Drop-in Center administering vaccines, testing for STI's, and providing HIV screenings. We are awaiting official guidance from the state regarding the new COVID vaccine guidelines for the 2025-2026 season. This will include dosing frequency and recommended ages for those encouraged to receive the vaccine.

Environmental Health Report: Outdoor Environmental Health Director, Scott Morris, provided a written report to the board. Scott added that the sprayers that were inoperable have been fixed, and all 3 sprayers are working. Due to rain and cold



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weather, the spray season started slowly. Mosquito complaints and trap numbers are increasing. Our new software system will launch on June 30th. The EH Division staff will undergo a 3-day training next week. A new point of contact with the company has improved communication and progress. The new system will allow customers to pay for licenses online.

Indoor Environmental Health Director, Traven Wood, was absent but provided a written report to the board.

Maternal and Child Health Report: Maternal and Child Health Director, Todd Kirkpatrick, provided a written report to the board. Todd reported no additional updates. When asked about his involvement in WIC front office duties due to the ongoing staff shortage, he noted that his involvement has been minimal recently. However, he anticipates an increase in front office responsibilities as more staff begin to take scheduled time off.

Health Promotion Report: Health Promotion Director, Brianna Perkins, submitted a written report to the board and had no additional updates. In response to questions, Brianna noted that updated drug overdose data has not yet been received from the coroner's office. Regarding the distribution of fentanyl testing strips, she explained that the program began in June and distribution data is not yet available.

Administrative Services Report: Director of Fiscal Services, Taunja Dudgeon, provided a written report to the board. Taunja had no additions.

Health Commissioner Report: Health Commissioner, Chad Brown, provided a written report to the board. Chad stated that the final link has been received for the Behavioral Risk Factor Surveillance System (BRFSS) survey. We will work with Kane Learning to develop promotional material to get the survey out to as many people as possible. Adam Masters, who took the lead on this project, his team, and the chairs of the CHIC subcommittees collaborated to develop these questions. This year, the survey includes topics such as vaping and cannabis use. The forensic analysis initiated in response to the recent cyberattack has been completed. Roof repairs have been delayed due to recent persistent rainfall; however, completion is still anticipated in the near future. Carole Wachtel noted that there is currently no handrail along the ramp leading to the accessible entrance. Chad Brown acknowledged that while it may not be a regulatory requirement, he will look into having a handrail is installed to improve safety and accessibility for visitors. The staff cookout is scheduled for June 26, and all board members are invited to attend. This event will also provide an opportunity to view the recent improvements made to the employee breakroom. A new floor has been installed, and the walls have been freshly painted.



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Financial Reports and Bills:

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

The May 2025 LCHD Bills were presented and discussed. Carole Wachtel presented a motion to approve, Mary Billy seconded. All members voted yea; motion passed.

Resolution 2025-29 was presented to the board to appropriate funds in the Capital Projects Fund to the Contract Services Line Item. A motion to approve was presented by Dr. Scarpitti, Carole Wachtel seconded. Motion passed.

Contract Agreements:

Resolution 2025-20 which was tabled during the May 2025 board meeting was presented to the board to enter into an agreement with Mental Health Recovery for Licking and Knox Counties to authorize LCHD to hire a community navigator. A motion to approve was presented by Carole Wachtel, Kathy Wyatt seconded. Motion passed.

Executive Session: A motion was made by Dr. Scarpitti and seconded by John Wetmore to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, or compensation of a public employee. All members voted yea; motion passed.

The board entered into Executive Session at 6:38 PM.

The board returned from Executive Session at 7:15 PM on a motion by Dr. Scarpitti, Mary Billy seconded. All members voted yea; motion passed.

No action was taken as a result of the Executive Session.

Personnel:

- a. An authorization to hire a Community Navigator was received. A motion to accept was presented by Dr. Scarpitti, Kathy Wyatt seconded. Motion passed.
- b. An authorization for the acceptance of resignation of Ebony Harris, Health Educator, was received. A motion to accept was presented by Dr. Scarpitti, Carole Wachtel seconded. Motion passed.

The June 17, 2025, Licking County Board of Health was adjourned at 7:18 PM on a motion by Dr. Scarpitti, seconded by Mary Billy. Meeting adjourned.



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Approved:

Neisha Grubaugh, Board of Health President

Chad Brown, Health Commissioner

Tiffany Murphy, Executive Assistant