

**NEWARK**

(740)-349-6535  
675 Price Rd.  
Newark, OH 43055

**PATASKALA**

(740) 755-4520  
621 W. Broad St.  
Pataskala, OH 43062

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

**Board of Health****Minutes****May 27, 2025**

**Call to Order** – The May 27<sup>th</sup>, 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, John Wetmore, Neisha Grubaugh, Carole Wachtel, Shelly Ellis, Kathy Wyatt, Rich Kozlowski and Kim Wilhelm.

Members absent: Larry Friesel and Mary Billy

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 April 15<sup>th</sup>, 2025, minutes were presented and discussed. A motion to approve was presented by Dr. Scarpitti, seconded by John Wetmore. Motion passed.

**Introduction of New Staff:** Health Commissioner Chad Brown introduced Camryn Smith, EH Clerk and Marissa Norgrove, Health Educator to the board.

**Public Comment: None**

**Featured Program:** Community Navigator Program - Sherry Selfe, Community Navigator, provided an overview of the program.

**Hearings and Variances:**

- **Food Plan Review Fees – Non-Commercial >25,000sqft** – Dr. Scarpitti made a motion to approve as an emergency measure, Kathy Wyatt seconded. Motion passed.

**Community and Personal Health Report:** Director of Community and Personal Health, Kari Jones, provided a written report to the board. Kari stated that there are currently 80 clients on the caseload for the Community Navigator program. Richard Kozlowski asked about Lyme disease. Chad stated that tick stations are located at trail heads that have information regarding tick bites and what to do if bitten by a tick



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**Outdoor Environmental Health Report:** Outdoor Environmental Health Director, Scott Morris, provided a written report to the board. Scott added he and Traven will be working with the organizers of the Hookahville Music Festival Event that starts this weekend (June 5-7) making sure that all requirements are met prior to the event. The beginning of the mosquito spray has been slow due to the cold weather conditions.

**Indoor Environmental Health Report:** Traven Wood, provided a written report to the board. Traven added that he and Zoe Tyler, EH Specialist in Training inspected the Heath Rural King due to a mice infestation. Traven contacted their corporate office, and they were able to get control over the situation. The infestation has been abated and we are continuing to monitor the store.

**Maternal and Child Health Report:** Maternal and Child Health Director, Todd Kirkpatrick, provided a written report to the board. Todd shared for fiscal year 2026 the WIC program has received an 8% increase in funding.

**Health Promotion Report:** Health Promotion Director, Brianna Perkins, provided a written report to the board. Bri stated that we have a few continuation grant applications coming up. Bri stated in May we will be having a car seat tech in Pataskala on the 3<sup>rd</sup> Wednesday of the month. Dr. Scarpitti asked about the harm reduction vending machines at the Licking County rest areas. Bri stated the machines were installed by ODOT and ODH and LCHD restocks Narcan weekly. We have received 1000 fentanyl test strips and we are working on distributing them.

**Administrative Services Report:** Director of Fiscal Services, Taunja Dudgeon, provided a written report to the board. Ed Smith stated that Cindy Paul is doing an outstanding job at our Pataskala office. Taunja Dudgeon stated that a week ago when at the Pataskala office for a few hours there were 7 deaths and 3 birth certificates. Pataskala funeral home is now utilizing the Pataskala office.

**Health Commissioner Report:** Health Commissioner, Chad Brown, provided a written report to the board. Chad stated that next Friday is the next CHIC meeting. June 26<sup>th</sup> is the staff cookout. Chad was contacted about a possible overdose incident at Licking Heights Middle School last week. The incident was not as serious as initially reported and a few students were transported for precautionary reasons.

**Financial Reports and Bills:**

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



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The April 2025 LCHD Bills were presented and discussed. Carole Wachtel presented a motion to approve, Shelly Ellis seconded. All members voted yea; motion passed.

**Contract Agreements:**

**Resolution 2025-18** was presented to the board to enter into an agreement with the Ohio Department of Commerce. A motion to approve was presented by Dr. Scarpitti, Carole Wachtel seconded. Motion passed.

**Resolution 2025-19** was presented to the board to enter into an agreement with the Ohio Department of Health. A motion to approve was presented by Shelly Ellis, Kathy Wyatt seconded. Motion passed.

**Resolution 2025-20** was presented to the board to enter into an agreement with Mental Health Recovery for Licking and Knox Counties. A motion to table was presented by Dr. Scarpitti, Carole Wachtel seconded. Motion passed.

**Resolution 2025-21** was presented to the board to enter into an agreement with Licking Park District. A motion to approve was presented by Shelly Ellis, Kathy Wyatt seconded. Ed Smith abstained. Motion passed.

**Resolution 2025-22** was presented to the board to enter into an agreement with Licking County Transit. A motion to approve was presented by Dr. Scarpitti, John Wetmore seconded. Motion passed.

**Resolution 2025-23** was presented to the board to enter into an agreement with Buckeye Valley Family YMCA. A motion to approve was presented by Carole Wachtel, Kathy Wyatt seconded. Motion passed.

**Resolution 2025-24** was presented to the board to enter into an agreement Jack's Septic. A motion to approve was presented by John Wetmore, Carole Wachtel seconded. Motion passed.

**Resolution 2025-25** was presented to the board to enter into an agreement Spohn Excavating. A motion to approve was presented by John Wetmore, Carole Wachtel seconded. Motion passed.

**Resolution 2025-26** was presented to the board to enter into an agreement on Smock Construction. A motion to approve was presented by John Wetmore, Carole Wachtel seconded. Motion passed.

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**Resolution 2025-27** was presented to the board to enter into an agreement Spohn Excavating. A motion to approve was presented by John Wetmore, Carole Wachtel seconded. Motion passed

**Resolution 2025-28** was presented to the board to enter into an agreement Family Health Services of East Central Ohio. 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 Kathy Wyatt to enter the 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 the Executive Session at 7:06 PM.

The board returned from the Executive Session at 7:27 PM on a motion by Dr. Scarpitti, Kathy Wyatt seconded, with the roll call vote and all members voting yea.

No action was taken as a result of the Executive Session

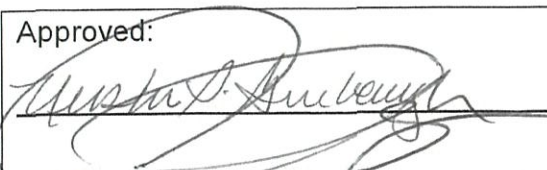

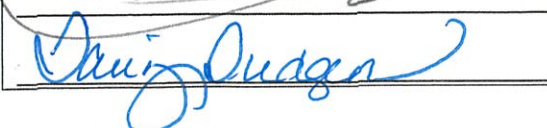
**Personnel:**

Acceptance of Resignation – Vickie Hitchcock, Medical Secretary, retirement official June 30, 2025. A motion to accept, with regret, was presented by Carole Wachtel, Shelly Ellis seconded. Motion passed

- a. Authorization to Hire – BCCP Clerk. A motion to approve was presented by Carole Wachtel, Dr. Scarpitti seconded. Motion Passed.

**Board Member Comments:** None

The May 27th, 2025 Licking County Board of Health was adjourned at 7:30 PM on a motion by Dr. Scarpitti, seconded by John Wetmore. Meeting adjourned.

Approved:	
	Neisha Grubaugh, Board of Health President
	Chad Brown, Health Commissioner
	Taunja Dudgeon, Director of Fiscal Services