

**NEWARK**

(740)-349-6535

675 Price Rd.

Newark, OH 43055

PATASKALA

(740) 755-4520

621 W. Broad St.

Pataskala, OH 43062

www.lickingcohealth.org**Board of Health****Minutes****February 24, 2026**

Call to Order – The February 2026 board meeting was held with in-person attendance. President Neisha Grubaugh called the meeting to order at 5:30 PM.

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

The Pledge of Allegiance was recited.

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

Approval of Minutes: The January 20, 2025 minutes were presented and discussed. A motion to approve was presented by Dr. Scarpitti, seconded by Carole Wachtel. Motion passed. Larry Friesel abstained.

Introduction of New Staff: Health Commissioner, Chad Brown, introduced Alysha Rine, Early Head Start Home Educator.

Hearings and Variances:

- **Variance – 5219 Raccoon Run Rd., Johnstown – HSTS Distance** – Staff recommended approval. Carole Wachtel made a motion to approve, John Wetmore seconded. Motion approved.
- **Resolution 2026-02** – was presented to the board to rescind the ENDS resolution. A motion to approve was presented by Dr. Scarpitti, Larry Friesel seconded. Motion passed.

Community and Personal Health Report: Director of Community and Personal Health, Kari Jones, provided a written report to the board. As of today, 261 families, representing 510 adults and 200 children, are registered to participate in the Community Baby Shower on Saturday, February 28th.

Outdoor Environmental Health Report: Director of Outdoor Environmental Health, Scott Morris, provided a written report to the board. Scott reported that the first round of O&M letters was mailed in mid-January. A total of 109 letters were sent to homeowners. To date, 29 properties have responded and met the compliance requirements outlined

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in the notice. Homeowners have until May to submit the requested documentation. Scott noted that feedback so far has been positive. He also recognized Cindy Paul in Pataskala for her significant support and assistance in implementing this project.

Indoor Environmental Health Report: Director of Indoor Environmental Health, Traven Wood, provided a written report to the board. Traven reported the food license renewal year concludes on March 1st. With only one inspection remaining, he noted the inspectors have performed exceptionally well throughout the cycle. Roslynn Bradley, Jessie Postle, and Tiffany Murphy have been actively processing renewal payments.

Maternal and Child Health Report: Maternal and Child Health Director, Todd Kirkpatrick, provided a written report to the board. Todd reported that the WIC program will soon see several positive changes with the addition of new food options. These updates are based on revised federal guidelines. He noted all the department's Dieticians are enthusiastic about the improvements and look forward to implementing them.

Health Promotion Report: Health Promotion Director, Brianna Perkins, provided a written report to the board. Bri reported the health department and its partners distributed 61 Naloxone kits during the month of January. In addition, 429 kits were restocked in the Naloxone vending machines located at the Licking County rest areas.

Administrative Services Report: Director of Fiscal Services, Taunja Dudgeon, provided a written report to the board. Taunja reported sales of death certificates in Pataskala are expected to increase. She noted Cindy Paul has contacted area funeral homes to inform them they no longer need to obtain certificates from the county where the death occurred; they may now acquire them directly in Pataskala.

Health Commissioner Report: Health Commissioner, Chad Brown, provided a written report to the board. Chad added the annual report was presented at the Pataskala Council meeting in early February. Adam and his team are currently compiling various health data and developing dashboards for the department's website. Audri Walker was recognized for her strong contributions to this project. The department anticipates releasing the Community Health Assessment by fall of this year and is nearing the launch of its new podcast. Additionally, a blood drive is scheduled for April 7th at the health department.



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Financial Reports and Bills:

The financial reports were presented to the board and discussed. The January 2026 LCHD Financial Reports were approved on a motion by Carole Wachtel, Kathy Wyatt seconded. All members voted yea; motion passed.

The January 2026 LCHD Bills were presented and discussed. Carole Wachtel presented a motion to approve, Shelly Ellis seconded. All members voted yea; motion passed.

Contracts and Agreements:

Resolution 2026-01 was tabled at the January 20, 2026 meeting and was brought back before the board. Following discussion, a motion to approve was made by Dr. Scarpitti and seconded by John Wetmore. Motion failed.

Resolution 2026-03 was presented to the board to enter into an agreement with the Licking County Sheriff's Office. A motion to approve was presented by Carole Wachtel, Mary Billy seconded. Motion passed.

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

The board entered into the Executive Session at 6:26 PM.

The board returned from Executive Session at 6:58 PM on a motion by Dr. Scarpitti, Larry Friesel seconded. A vote was conducted to return from the session, with all members voting yea.

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

Personnel:

- a. An authorization to make updates to the Personnel Manual as presented was received. A motion to accept was presented by Carole Wachtel, Ed Smith seconded. Motion passed.
- b. An authorization for out of state travel was received for Shamaye Dixon to attend the National Council on Aging (NCOA) – Age and Action Conference in Washington DC from May 25th to May 30th through the Falls Among Older Adults



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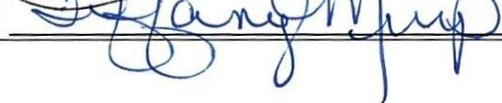
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grant. A motion to accept was presented by Mary Billy, Kathy Wyatt seconded. Motion passed.

- c. An authorization for out of state travel was received for Mallory Wardle and Emmalene Rupp to attend the Lifesavers Conference on Road Safety in Baltimore, MD from April 19th to April 21st through the IC26 grant and Safe Communities grant. A motion to accept was presented by Shelly Ellis, Carole Wachtel seconded. Motion passed.
- d. An authorization to accept the resignation of Christina Minton, EH Clerk, was received. A motion to accept was presented by Carole Wachtel, Kathy Wyatt seconded. Motion passed.
- e. An authorization to hire a Clerk was received. A motion to accept was presented by Dr. Scarpitti, John Wetmore seconded. Motion passed.
- f. An authorization to hire a Community Outreach Coordinator. A motion to accept was presented by Carole Wachtel, Larry Friesel seconded. Motion passed.

The February 24, 2026, Licking County Board of Health was adjourned at 7:02 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