

**NEWARK**

(740)-349-6535
675 Price Rd.
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PATASKALA

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621 W. Broad St.
Pataskala, OH 43062

www.lickingcohealth.org

Board of Health**Minutes****March 17, 2026**

Call to Order – The March 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, John Wetmore, Larry Friesel, Neisha Grubaugh, Carole Wachtel, Shelly Ellis, Kathy Wyatt, and Kim Wilhelm.

Members absent: Mary Billy and Rich Kozlowski.

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 February 24, 2025, minutes were presented and discussed. A motion to approve was presented by Dr. Scarpitti, seconded by Kathy Wyatt. Motion passed.

Introduction of New Staff: Health Commissioner, Chad Brown, introduced Michelle Koski, Community Navigator.

Board Reorganization:

Election of Board President – Board President Neisha Grubaugh turned the meeting over to Chad Brown, Health Commissioner, for the purpose of conducting the Board reorganization. Carole Wachtel nominated Neisha Grubaugh to serve as Board President. The nomination was seconded by Kathy Wyatt. With no additional nominations offered, Carole Wachtel moved to close nominations, and the motion was seconded by Larry Friesel. Nominations were closed. Larry Friesel moved to elect Neisha Grubaugh as Board President. The motion was seconded by Shelly Ellis. Upon a unanimous vote of the members present, Neisha Grubaugh was reappointed as Board President.

Election of President Pro-Tempore – The meeting was returned to Neisha Grubaugh, who opened the floor for nominations for President Pro-Tempore. Kathy Wyatt nominated John Wetmore to serve as President Pro-Tempore, and the nomination was seconded by Larry Friesel. With no additional nominations offered, Carole Wachtel moved to close nominations, and the motion was seconded by Dr. Scarpitti. Nominations were closed. Carole Wachtel moved to

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elect John Wetmore as President Pro-Tempore. The motion was seconded by Dr. Scarpitti. Upon a unanimous vote of the members present, John Wetmore was reappointed as President Pro-Tempore.

Hearings and Variances:

- Dr. Scarpitti made a motion to adopt an emergency measure to charge a \$65 fee to euthanize bats that have been submitted for rabies testing. Carole Wachtel seconded. Motion passed.
- **Variance – 11400 Wilson Rd., Utica - PWS Distance** – Staff recommended approval. Dr. Scarpitti made a motion to approve, Larry Friesel seconded. Motion approved.

Community and Personal Health Report: Director of Community and Personal Health, Kari Jones, provided a written report to the board. Kari added that the county has two confirmed listeria cases and one probable case. The Licking County Foundation has announced the addition of five Community Navigators to the county, who will work closely with the navigators employed by the health department.

Outdoor Environmental Health Report: Director of Outdoor Environmental Health, Scott Morris, provided a written report to the board. Scott added that the health department received additional funding for the WPCLF program due to the effective and efficient distribution of funds to community members in need of assistance.

Indoor Environmental Health Report: Director of Indoor Environmental Health, Traven Wood, provided a written report to the board. Traven reported that the food safety staff successfully completed all required inspections for the license year within the established timeframe. Chad noted that Traven has been invited to present on the LCHD Food Safety program at the Ohio Public Health Conference.

Maternal and Child Health Report: Maternal and Child Health Director, Todd Kirkpatrick, provided a written report to the board. Todd reported that a white picket fence has been installed around the WIC garden located at the west end of the building. He noted that the garden is maintained by WIC staff and allows them to supply fresh produce to clients.

Health Promotion Report: Health Promotion Director, Brianna Perkins, provided a written report to the board. Bri reported that the tobacco program recently completed compliance checks and store audits at retailers throughout the county. She noted Jeanne Moore is currently analyzing the data collected from these activities.

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Administrative Services Report: Director of Fiscal Services, Taunja Dudgeon, provided a written report to the board. Taunja informed the board that Madi Dice would be transitioning from Early Head Start to her position as the new Community Services Coordinator.

Health Commissioner Report: Health Commissioner, Chad Brown, provided a written report to the board. Chad reported the District Advisory Council met on March 11 and approved the reappointment of Rich Koslowski to the Board of Health. Audri Walker was commended for her work on the suicide dashboard that has been developed for the department's website. Chad expressed interest in expanding the use of dashboards to further improve the accessibility and understanding of public health data. He also noted that he will be meeting with Ohio House Representative Thad Claggett and State Representative Kevin Miller to discuss public health funding in Licking County. Additionally, Chad reported the recent power outages caused operational issues over the weekend, revealing concerns with the generator at the department that require attention and corrective action.

Financial Reports and Bills:

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

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

Larry Friesel moved to amend the agenda to add the 2027 Operating Budget. Carole Wachtel seconded. Motion passed.

2027 Operating Budget – Chad reviewed the 2027 budget with the Board. A motion was made by Dr. Scarpitti to adopt the 2027 Operating budget. Carole Wachtel seconded. Motion passed.

Contract and Agreements:

Resolution 2026-04 was presented to the board to enter into an agreement with the Ohio EPA. A motion to approve was presented by Carole Wachtel, John Wetmore seconded. Motion passed.



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Resolution 2026-05 was presented to the board to enter into an agreement with Docusign. A motion to approve was presented by Dr. Scarpitti, Shelly Ellis seconded. Motion passed.

Resolution 2026-06 was presented to the board to enter into an agreement with Dr. Charles Marty. A motion to approve was presented by Carole Wachtel, Dr. Scarpitti seconded. Motion passed.

Resolution 2026-07 was presented to the board to enter into an agreement with Kane Learning. A motion to approve was presented by Kathy Wyatt, Shelly Ellis seconded. Motion passed.

Resolution 2026-08 was presented to the board to enter into an agreement with Licking County Transit. A motion to approve was presented by Carole Wachtel, Dr. Scarpitti seconded. Motion passed.

Resolution 2026-09 was presented to the board to enter into an agreement with PBJ Connections. A motion to approve was presented by Shelly Ellis, Ed Smith seconded. Motion passed.

Resolution 2026-10 was presented to the board to enter into an agreement with Johnstown Lifestyle. A motion to approve was presented by Shelly Ellis, John Wetmore seconded. Motion passed.

The March 17, 2026, Licking County Board of Health was adjourned at 7:14 PM on a motion by Dr. Scarpitti, seconded by. Meeting adjourned.

Approved:

Neisha Grubaugh, Board of Health President

Chad Brown, Health Commissioner

Tiffany Murphy, Executive Assistant