

Pickaway County Public Health

110 Island Road, Suite C, Circleville, OH 43113
Phone 740-477-9667 | Fax 740-474-5523 | Clinical Health Fax 740-420-6102



**PICKAWAY COUNTY
PUBLIC HEALTH**
We Care.

REGULAR BOARD OF HEALTH MEETING OCTOBER 24, 2023 PAGE 1 OF 5

REGULAR BOARD OF HEALTH MEETING

The Pickaway County General Health District met in regular session on Tuesday, October 24, 2023, at 7:00 p.m., located at 110 Island Road, 2nd floor.

1) CALL TO ORDER

Board of Health President, Mike Wolford called the meeting to order at 7:00 p.m. The following Board of Health Members answered roll call:

Mr. Mike Wolford, President
Dr. Linda Iskra, Vice President
Ms. Nancie Bechtel, Board Member
Mr. Spencer Cheek, Board Member
Mr. Colin Hedges, Board Member
Ms. Roxan Sigmon, Board Member (absent)
Ms. Brenda Strittmatter, Board Member
Mr. Don McIlroy, DAC Chairman (absent)

Staff:

Mr. Andrew Bull, MPH, REHS, Health Commissioner
Ms. Stephaney Bauman, MSN, RN, Director of Clinical Health Services
Ms. Hannah Montgomery BPS, REHS
Mrs. Kaleigh Fields, Office Manager
Mr. K Royce Chesser, Fiscal Officer

Guests in attendance:

None

Pickaway County Public Health

110 Island Road, Suite C, Circleville, OH 43113

Phone 740-477-9667 | Fax 740-474-5523 | Clinical Health Fax 740-420-6102



**PICKAWAY COUNTY
PUBLIC HEALTH**

We Care.

REGULAR BOARD OF HEALTH MEETING

OCTOBER 24, 2023

PAGE 2 OF 5

2) PUBLIC COMMENTS:

None

4) **RESOLUTION #23-101 SEPTEMBER 19, 2023, MINUTES WERE APPROVED WITH TYPO CORRECTIONS:** At 7:02 p.m. a motion was made by Mr. Hedges to approve the September 19, 2023, board minutes with typo corrections. The motion was seconded by Ms. Strittmatter. All ayes and the motion carried.

5) **RESOLUTION #23-102 SEPTEMBER 2023 BILLS & REVENUE/EXPENSE REPORTS WERE APPROVED:** At 7:03 p.m. a motion was made by Mr. Cheek to approve the September 2023 Bills & Revenue/Expense Reports. The motion was seconded by Mr. Hedges. All ayes and the motion carried.

6) STAFF REPORTS:

- a) **BUSINESS OFFICE:** In addition to the monthly written report, Mrs. Fields shared that expenditure report are caught up on the current grants. Mrs. Fields shared that she attended the fiscal training held by the Association of Health Commissioner (AOHC), where she learned a lot of tools to use. She states she met Noah from Greene County and states he is very willing to help us. She also met John from Franklin County and Kartrina from Clearmont County who are also willing to help the department where they can. Mr. Bull shared that Royce had his first day in the office where they spent the whole day going over the financials. Mr. Chesser shared he is learning more every time he comes in. He shared a new report he created with the board with the end result of operations. Mr. Bull shared he would like to talk about some of the Grants and money that must be returned. Mr. Bull states that the health department is currently working with the State to send back money for the Emergency Preparedness Grant for 2023. Mr. Bull shared that covid money that got brought in was put into the Public Health Emergency Preparedness (PHEP) fund because the thought was that these were going to be small grants but unfortunately turned into hundreds of thousands of dollars in grant money. Mr. Bull shared that the funds were comingled. Mr. Bull shared we had to give back covid money because tracking of time was not done properly. Mr. Bull did share the money has been sent back, and that the audit is now closed but there are other grant dollars inside the PHEP fund that need to be sorted out. Mr. Bull shared that Mr. Chesser, Mrs. Fields, and himself are working with the Pickaway County Auditors office to explain the needs for our financials so we both have an understanding and can work better together in the future.

VITAL STATISTICS: There was nothing further to report for Vital Statistics beyond the monthly written report. Mr. Bull let the board know he is looking at increasing the cost of

Pickaway County Public Health

110 Island Road, Suite C, Circleville, OH 43113

Phone 740-477-9667 | Fax 740-474-5523 | Clinical Health Fax 740-420-6102



**PICKAWAY COUNTY
PUBLIC HEALTH**

We Care.

REGULAR BOARD OF HEALTH MEETING

OCTOBER 24, 2023

PAGE 3 OF 5

certified birth and death certificates. Mr. Bull stated he will share the proposed change at the next board meeting.

- b) **CLINICAL HEALTH:** In addition to the monthly written report, Ms. Bauman shared that the first year for the Cribs for Kids grand has closed. Ms. Bauman shared that 57 cribs were distributed. There is a stats report that shows in what zip those cribs were distributed and where the referrals came from. Ms. Bauman shared that last year the Pickaway County Cribs for Kids program was run through Ross County, and they only distributed 2 cribs. Ms. Bauman shared a picture from the youth rally that her staff attended. Ms. Bauman shared that in a later resolution will be for a Medical Mobile Clinic unit that she would like to give some insight into before the resolution. Ms. Bauman shared that the cost would come out to the new Enhanced Operations (EO) grant. Ms. Bauman states it is a 23-foot unit with one exam room and all the included equipment. Ms. Bauman states that the grant will also cover the first-year insurance and maintenance as well. Ms. Bechtel asked if this would be used for immunizations. Ms. Bauman states that the first year will be used for infection prevention outreach, but down the road it will be more for STI clinics or a dental clinic. There was a discussion on the other mobile clinics that were provided prior to the meeting as to which would best meet the needs of the current and future use of the clinic. Mr. Wolford asked is this a justifiable cost, will the clinic be used in the future and will there been enough staff to run the unit. Mr. Bull states that he was recently at a meeting for the Community Health Assessment (CHA) and there is a need for transportation to get medical care and this could help that need by taking the clinic to the community.

ENVIRONMENTAL HEALTH: Ms. Montgomery, in addition to her monthly written report, shared the proposed fees for private water systems and sewage systems along with the food services fees. Ms. Montgomery shared that the Ohio Department of Health and the Ohio Department of Agriculture have reviewed the food service fees. Ms. Montgomery states the only comment they had was for the vending fee because there was an overcharge of \$19.71 between the 2019 and 2020 licensing year, we must make up for the overcharge this year. This means the max the vending fee can be is \$4.75. The board asked Ms. Montgomery to bring what an incremental increase will look like for the sewage program so they can get an idea of what the best option will be. Ms. Montgomery shared a recap of Pumpkin Show 32 temporary food licenses, 201 in and out of county mobile food vendors. Ms. Montgomery shared that there was a written report for the inspections completed one copy went to the vendor another will be sent to the county they are registered in. Ms. Montgomery states that there were no major issues this year at the Pumpkin Show. Ms. Montgomery gave an update on the Commercial Point Road nuisance; she states she has everything ready to send to the prosecutor's office. Ms. Montgomery states that it was brought to her attention that there are three properties in Darbyville that are running a dry

Pickaway County Public Health

110 Island Road, Suite C, Circleville, OH 43113

Phone 740-477-9667 | Fax 740-474-5523 | Clinical Health Fax 740-420-6102



**PICKAWAY COUNTY
PUBLIC HEALTH**

We Care.

REGULAR BOARD OF HEALTH MEETING OCTOBER 24, 2023 PAGE 4 OF 5

well sewage system. Ms. Montgomery states that these properties were permitted in 2013 and dry well sewage systems were prohibited per the EPA in 2007. Ms. Montgomery states she reached out to the EPA on how to handle these sewage systems when they are found in the county, their recommendation was to discuss it with the board and come up with a plan. Since all three of these sewage systems are owned by the same person it will cost a fair amount of money to make them compliant and a plan should be made.

7) **HEALTH COMMISSIONER REPORT:** Mr. Bull shared that he thinks that the health department is moving in the right direction, but it is baby steps. Mr. Bull states he is hearing positive feedback. Mr. Hedges states he has been seeing the outreach in the community, and he appreciates seeing it.

8) **OLD BUSINESS:**
None.

8) **NEW BUSINESS:**

a) **RESOLUTION #23-103 TO ADOPT THE 2023 QUARTER 4 LOCAL PUBLIC HEALTH SERVICES COLLABORATIVE (LPHSC) VACCINE FEE SCHEDULE:** At 8:48 p.m. a motion was made by Ms. Bechtel to approve Resolution #23-103. The motion was seconded by Dr. Iskra. All ayes and the motion carried.

b) **RESOLUTION #23-104 TO AUTHORIZE THE PURCHASE OF A MOBILE MEDICAL CLINIC UNIT FOR \$200,000.00 AND UP TO \$210,000.00:** At 8:52 p.m. a motion was made by Mr. Hedges to approve Resolution #23-104. The motion was seconded by Mr. Cheek. All ayes and the motion carried with a unanimous vote.

c) **RESOLUTION #23-105 TO APPROVE THE PROPOSED UPDATED TB TESTING POLICY:** At 8:55 p.m. a motion was made by Ms. Bechtel to approve Resolution #23-105. The motion was seconded by Ms. Strittmatter. All ayes and the motion carried.

9) **EXECUTIVE SESSION:**
Not called.

A) **EXECUTIVE SESSION ACTIONS:**
None

Pickaway County Public Health

110 Island Road, Suite C, Circleville, OH 43113

Phone 740-477-9667 | Fax 740-474-5523 | Clinical Health Fax 740-420-6102



**PICKAWAY COUNTY
PUBLIC HEALTH**

We Care.

**REGULAR BOARD OF HEALTH MEETING
OCTOBER 24, 2023
PAGE 5 OF 5**

14) ADJOURNMENT: At 9:01 p.m., a motion was made by Ms. Bechtel to adjourn. The motion was seconded by Mr. Cheek. Meeting adjourned.

Next Board of Health Regular Meeting is to be held on NOVEMBER 28, 2023.



Board of Health President



Health Commissioner

19 Dec 23

Date

12-19-2023

Date