

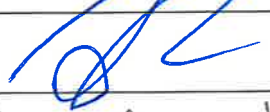
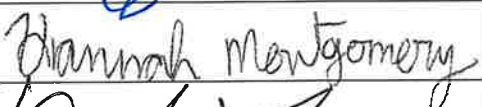
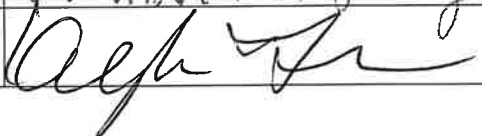
**REGULAR BOARD OF HEALTH MEETING**

**September 17, 2024 @ 7:00 P.M.**


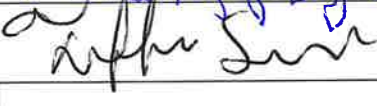
**Sign-in Sheet**

Printed Name	Signature	Agency	Title
Mike Wolford		BOH	President
Dr. Linda Iskra		BOH	Vice President
Nancie Bechtel		BOH	Board Member
Spencer Cheek		BOH	Board Member
Colin Hedges		BOH	Board Member
Roxan Sigmon		BOH	Board Member
Brandy Dickson		BOH	Board Member

**STAFF**

Andrew Bull, MPH, REHS		PCPH	Health Commissioner
Hannah Montgomery, BSH, REHS		PCPH	Environmental Health Director
Kaleigh Fields		PCPH	Office Manager

**GUESTS**

Warren Spangler		District Advisory Council	President
Tiffany Singer		PCPH	Emergency Preparedness Coordinator

# 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

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**PICKAWAY COUNTY  
PUBLIC HEALTH**

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## **REGULAR BOARD OF HEALTH MEETING**

**SEPTEMBER 17, 2024**

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### **REGULAR BOARD OF HEALTH MEETING**

The Pickaway County General Health District met in regular session on Tuesday, September 17, 2024, at 7:00 p.m., located at 110 Island Road, 2nd floor.

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#### **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  
Mr. Spencer Cheek, Board Member  
Mr. Colin Hedges, Board Member (absent)  
Ms. Roxan Sigmon, Board Member  
Ms. Nancie Bechtel, Board Member  
Ms. Brandy Dickson, Board Member

#### **Staff:**

Mr. Andrew Bull, MPH, REHS, Health Commissioner  
Ms. Hannah Montgomery BPS, REHS  
Mrs. Kaleigh Fields, Office Manager

#### **Guests in attendance:**

Mr. Warren Spangler, DAC Chair  
Ms. Tiffany Singer, Emergency Preparedness Coordinator, Pickaway County Public Health

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## REGULAR BOARD OF HEALTH MEETING

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Introductions were made with all the Board, District Advisory Council chair, and staff.

### 2) PUBLIC COMMENTS:

a) NONE

3) **CONTINUING EDUCATION: PICKAWAY OVERDOSE RESPONSE TEAM:** At 7:04 p.m. Ms. Tiffany Singer presented on the Pickaway Overdoses Response Team (PORT). Ms. Singer shared what the mission and vision are for PORT and how it would be utilized in Pickaway County.

**At 7:06 p.m. Mr. Hedges arrived.**

### 4) RESOLUTION #24-54 TO APPROVE THE AUGUST 20, 2024, BOARD MINUTES:

At 7:24 p.m. a motion was made by Ms. Sigmon to approve the August 20, 2024, board minutes. The motion was seconded by Dr. Iskra. All ayes and the motion carried.

### 5) RESOLUTION #24-55 TO APPROVE THE AUGUST 2024 BILLS & REVENUE/EXPENSE REPORTS:

At 7:25 p.m. a motion was made by Mr. Hedges to approve the August 2024 Bills & Revenue/Expense Reports. The motion was seconded by Mr. Cheek. All ayes and the motion carried.

### 6) STAFF REPORTS:

a) **BUSINESS OFFICE:** In addition to the monthly report, Mrs. Fields states she is still working with the Auditor of State for the 2022-2023 audit. Mrs. Fields states other than the audit there is nothing further to report.

a) **VITAL STATISTICS:** There is nothing further to report for Vital Statistics beyond the monthly written report.

b) **CLINICAL HEALTH:** In addition to the monthly report, Mr. Bull states that the clinical division has seen an increase in vaccines with back-to-school vaccines and flu vaccines starting. Mr. Bull states that the clinic is in a holding pattern with the covid vaccine because they are waiting on a standing order from the Center for Disease Control. Mr. Bull shared that the clinic has the covid vaccine for all programs Vaccines for children (VFC), 317, and private but without the standing orders from the CDC the clinic is unable to give covid vaccines.

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## REGULAR BOARD OF HEALTH MEETING

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Mr. Bull states that the standing order did go through, and the clinic can start vaccinating the individuals that want it starting tomorrow. Mr. Bull states the clinic has been out in the community for a lot of events and encouraged the board to stop and say hello when they are out. Mr. Bull shared that CN22 was a covid grant, and there was still a significant amount of money to spend down by the end of the year with not a lot of options to spend it down. Mr. Bull states that a few staff are still scanning old covid records into the electronic medical system so the health department can utilize those funds on salaries and will be able to significantly spend down that money. Mr. Wolford asked if there was any movement on the Director of Nursing position. Mr. Bull states that there have been a lot of interviews but no candidates that he feels would be a good fit for the department. Mr. Bull shared Dr. Seth Yates has tentatively accepted the Medical Director position, following approval by legal but that things are already further along that with the previous prospect for this position.

- c) **ENVIRONMENTAL HEALTH:** In addition to her monthly written report, Ms. Montgomery states that as of the previous week for mosquito testing, there were several positive mosquitos for West Nile Virus. Ms. Montgomery states that all the positives were from the City of Circleville. Those locations been notified and informed about West Nile Virus and how to protect against mosquito bites. Ms. Montgomery shared inspection stats provided in the board packet, stating it is starting with the food program but will soon incorporate all programs ran by the environmental health division.
- 7) **HEALTH COMMISSIONER REPORT:** Mr. Bull shared that the DAC meeting was a huge win for the health department with the best turn out for the meeting thus far which included 17 voting members including the mayor of Circleville and two County Commissioner. Mr. Bull did promise the DAC that he will provide a quarterly report of what the health department is doing in their areas. Mr. Bull states that is quarterly report will lead up to the Annual report that is a requirement yearly. Mr. Bull shared that policy manual update is completed most of the manual is staying the same, all the updated approved new policies have been added. Mr. Bull states he has sent that out for the boards review and asked that any corrections or suggestions be sent to him to be added before the manual is brought before the board for approval.

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### 8) OLD BUSINESS:

- a. Ms. Bechtel asked for an update on the nuisance with the lady living in the trailer putting sewage in buckets. Ms. Montgomery shared that the 30-day deadline is September 20<sup>th</sup>, so she is planning on rechecking it later this week. Ms. Montgomery states she has followed up after 15 days with no changes, but they did sign for the certified letter with the notice of violation. Ms. Bechtel asked about the nuisance of the man who came to a couple board meeting with neighbors' sewage systems discharging onto his property. Ms. Montgomery states that it is partially taken care of that she is waiting for the prosecutor to approve the court order to dye the system of the owner who refused to allow us to test. Ms. Montgomery states that all the paperwork was sent to the prosecutor's office and that the prosecutor handling it went on vacation asking another coworker to handle it and it did not happen. Ms. Montgomery states that she has updated the paperwork and resent it to the prosecutor's office per their request and is waiting for the court order.

### 9) NEW BUSINESS:

- a) **RESOLUTION #24-56 TO ACCEPT THE RESIGNATION OF HADEN KARSHNER, VECTOR CONTROL PROGRAM INTERN/ EH TECH, EFFECTIVE 9/6/24:** At 7:53p.m. a motion was made by Mr. Hedges to approve Resolution #24-56. The motion was seconded by Dr. Iskra. There was a discussion on the resolution, the employee and the position. All ayes and the motion carried.
  
- b) **RESOLUTION #24-57 TO GIVE THE DIRECTOR OF ENVIROMENTAL HEALTH PERMISSION TO POST, INTERVIEW, AND HIRE A REGISTERED ENVRIONMENTAL HEALTH SPECIALIST:** At 7:54 p.m. a motion was made by Mr. Hedges to approve Resolution #24-57. The motion was seconded by Ms. Bechtel. There was a discussion on the resolution and the details of why this position should be hired. All ayes and the motion carried.

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### 10) EXECUTIVE SESSION:

At 7:57 p.m. a motion was made by Ms. Sigmon to go into Executive Session pursuant to ORC 121.22 (G) to discuss personnel matters. It was seconded by Mr. Hedges. All ayes and the motion carried.

#### 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  
Ms. Brandy Dickson, Board Member

At 8:53 p.m., a motion was made by Mr. Cheek to come out of executive session. The motion was seconded by Mr. Hedges. All ayes and the motion carried.

#### 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  
Ms. Brandy Dickson, Board Member

### 11) EXECUTIVE SESSION ACTIONS:

a) None

12) Ms. Bechtel, share she reviewed the draft policy manual update and had several questions and suggestions for improvement.

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13) **ADJOURNMENT:** At 9:10 p.m., a motion was made by Mr. Cheek to adjourn. The motion was seconded by Ms. Bechtel. Meeting adjourned.

**Next Board of Health Regular Meeting is to be held on October 22, 2024.**

\_\_\_\_\_  
Board of Health President

19 Nov 24

\_\_\_\_\_  
Date

\_\_\_\_\_  
Health Commissioner

\_\_\_\_\_  
Date