

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

AUGUST 19, 2025

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REGULAR BOARD OF HEALTH MEETING

The Pickaway County General Health District met in regular session on Tuesday, August 19, 2025, 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 (absent)
Ms. Roxan Sigmon, Board Member
Ms. Brandy Dickson, Board Member (absent)

Staff:

Mr. Andrew Bull, MPH, REHS, Health Commissioner
Ms. Hannah Montgomery MPH, REHS
Ms. Anne Roberts, BSN, RN
Mrs. Kaleigh Fields, Office Manager (absent)

DAC Chair:

Warren Spangler

Guests in attendance:

NONE

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2) PUBLIC COMMENT:

None

3) CONTINUING EDUCATION: NONE

4) **RESOLUTION #25-52 TO APPROVE THE JULY 15, 2025, BOARD MINUTES:** At 7:01 p.m. a motion was made by Ms. Bechtel to approve the July 15, 2025, board minutes with typo correction. The motion was seconded by Mr. Cheek. All ayes and the motion carried.

5) **RESOLUTION #25-53 TO APPROVE THE JULY 2025 BILLS & REVENUE/EXPENSE REPORT:** At 7:02 p.m. a motion was made by Ms. Sigmon to approve the July 2025 Bills & Revenue/Expense Reports. The motion was seconded by Dr. Iskra. All ayes and the motion carried.

6) STAFF REPORTS:

a) **BUSINESS OFFICE:** In addition to the monthly written report, Mr. Bull states that the new nursing director has been onboarded and is in her third week of employment. Mr. Bull also shared that through a contact he made while at one of his conferences he was able to get some candidates for the registered environmental health specialist positions. The department has hired two of those candidates to start next month.

b) **VITAL STATISTICS:** In addition to the monthly report, Mr. Bull states the registrar is working in the new system for birth certificates and that seems to be going well with minor to no glitches.

c) **CLINICAL HEALTH:** In addition to the monthly report, Ms. Roberts shared that the new grant cycle began for the Get Vaccinated grant on July 1st, 2025. Ms. Roberts shared that there were several outreach clinics for back-to-school vaccines at county schools with several students receiving vaccines. In addition, resource flyers were passed out at those events. Ms. Roberts shared she is still learning all the acronyms for the programs, but she shared that Ms. Singer met all of her deliverables for the Emergency preparedness grant for the 2025 grant year. Ms. Robert shared that for the children with handicap program that Ms. Jenkins had 13 new referrals and 11 renewals. Ms. Roberts shared she is slowly learning all the programs. Mr. Bull shared that Ms. Roberts will be shadowing with other health departments and learning how they are running their programs and departments. Mr. Bull states that on the last page of the nursing report there is a program called PAT which is Pickaway Against Tobacco.

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The department no longer has the Tobacco grant, but still wanted to continue to do some of the tobacco-related youth prevention work that they were working on with the previous grant. Mr. Bull states that PAT is a continuation of that work. Ms. Watkins created vape kits where students who get caught vaping in school end up in in-school suspension and they have to watch educational videos about vaping. The department provided education through the grant last year, but it was very costly. In lieu of the previous educations, Ms. Watkins is designing and creating a set of three (3) educational videos that the students will need to watch and complete a pre and post-test before they can return to class. Ms. Watkins also created vape kits that the students will receive during their suspension that have items in it to help with quitting vaping. Mr. Bull shared that some of the funding will come from the Prosecutor's office along with Pickaway Addiction Action Coalition. Mr. Bull states that it is in continuation with Circleville City School but that the department is hoping to bring it to all Pickaway County Schools this school year.

d) **ENVIRONMENTAL HEALTH:** In addition to her monthly written report, Ms. Montgomery shared the inspector's STATS are for Ms. Talbott. Ms. Montgomery shared that Ms. Talbott is doing an outstanding job. Ms. Montgomery shared she is excited to be fully staffed once the two new hires start.

7) **HEALTH COMMISSIONER REPORT:** Mr. Bull shared that the Overdose Awareness Day Campaign will be on August 28, 2025 from 11am- to 1pm. Mr. Bull shared that lieutenant governor Jim Tressel will be at the event and some of his employees will be there as well. Mr. Bull states that there will be music, speakers, food and 30 other vendors will be present for the event as well with resources for the community regarding overdose awareness. Mr. Bull shared that the department received a shipment of medication lockboxes from ADAMH and there was a flyer created to let people know that the department has those available that have been posted at local pharmacies. Mr. Bull shared that construction starts August 25th and should be completed by August 29th. Ms. Sigmon asked about updated job descriptions. Mr. Bull states that he completed those job descriptions and that he thought they had been sent out but that he will resend those out. Ms. Bechtel asked for an updated organization chart.

8) OLD BUSINESS:

a) **RESOLUTION #25-50 TO ESTABLISH A FEE FOR THE ENVIRONMENTAL HEALTH DIVISION FOR SEWER LATERAL REPLACEMENT:** At 7:26 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-50. The motion was seconded by Ms. Sigmon. There was a discussion on the resolution. No ayes, all nays and the motion failed.

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9) NEW BUSINESS:

- a) **RESOLUTION #25-54 TO CALL A SPECIAL MEETING OF THE DISTRICT ADVISORY COUNCIL:** At 7:29 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-54. The motion was seconded by Dr. Iskra. All ayes and the motion carried.
- b) **RESOLUTION #25-55 TO APPROVE SUBMITTING PAST-DUE O&M PERMITS TO THE AUDITOR'S OFFICE FOR TAX ASSESMENT:** At 7:30 p.m. a motion was made by Dr. Iskra to approve Resolution #25-55. The motion was seconded by Mr. Cheek. All ayes and the motion carried.
- c) **RESOLUTION #25-56 TO APPROVE AN ADVANCE BACK FROM FUND 6711- ENHANCED OPERATIONS GRANT FUND FOR \$111,000.00 TO FUND 6705- BOH TO REPAY PREVIOUS ADVANCES:** At 7:32 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-56. The motion was seconded by Dr. Iskra. All ayes and the motion carried.
- d) **RESOLUTION #25-57 TO APPROVE AN ADVANCE TO FUND-6725 INTEGRATED HARM REDUCTION FOR \$15,000.00 FROM FUND-6705 BOH:** At 7:33 p.m. a motion was made by Dr. Iskra to approve Resolution #25-57. The motion was seconded by Mr. Cheek. All ayes and the motion carried.
- e) **RESOLUTION #25-58 TO AUTHORIZE THE PURCHASE OF THREE (3) INEGRATED HARM REDUCTION VENDING MACHINES FOR A TOTAL OF \$34,440.00 AND UP TO \$36,000.00:** At 7:40 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-58. The motion was seconded by Ms. Sigmon. All ayes and the motion carried.

10) EXECUTIVE SESSION:

NOT CALLED

11) EXECUTIVE SESSION ACTIONS:

NONE

- 12) **ADJOURNMENT:** At 7:42 p.m. a motion was made by Ms. Bechtel to adjourn. The motion was seconded by Mr. Cheek. Meeting adjourned.

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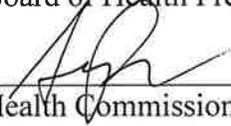
Next Board of Health Regular Meeting is to be held on September 16, 2025.



Board of Health President

21 Oct 25

Date



Health Commissioner

10/21/2025

Date