

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

JUNE 24, 2025

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REGULAR BOARD OF HEALTH MEETING

The Pickaway County General Health District met in regular session on Tuesday, June 24, 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
Mr. Spencer Cheek, Board Member
Mr. Colin Hedges, Board Member
Ms. Roxan Sigmon, Board Member (absent)
Ms. Nancie Bechtel, Board Member
Ms. Brandy Dickson, Board Member

Staff:

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

DAC Chair:

Warren Spangler

Guests in attendance:

Traci Harris, PICCA, Community Resources Director

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2) PUBLIC COMMENT:

None

3) CONTINUING EDUCATION: PICCA, Transportation present by Traci Harris

At 7:02 p.m. Ms. Harris presented on PICCA transportation. Ms. Harris discussed what transportation issues are in the county and some of the resources PICCA uses to help mitigate the issues at hand. Ms. Harris passes out resource pamphlets and rack cards for the health department to disperse in the office.

4) **RESOLUTION #25-41 TO APPROVE THE MAY 20, 2025, BOARD MINUTES:** At 7:27 p.m. a motion was made by Ms. Bechtel to approve the May 20, 2025, board minutes. The motion was seconded by Mr. Hedges. All ayes and the motion carried.

5) **RESOLUTION #25-42 TO APPROVE THE MAY 2025 BILLS & REVENUE/EXPENSE REPORT:** At 7:28 p.m. a motion was made by Mr. Cheek to approve the May 2025 Bills & Revenue/Expense Reports. The motion was seconded by Mr. Hedges. All ayes and the motion carried.

6) **RESOLUTION #25-35 TO APPROVE THE MAY 2025 THEN AND NOWS:** At 7:28 p.m. a motion was made by Ms. Bechtel to approve the May 2025 Then and Nows. The motion was seconded by Dr. Iskra. All ayes and the motion carried.

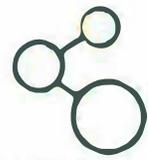
7) STAFF REPORTS:

- a) **BUSINESS OFFICE:** In addition to the written monthly report, Mrs. Fields shared that the Ohio Department of Health did their review of the last audit and she found out that the way the grant funds are being reported on the audit is what is causing the report to look like the department is mismanaging the grant fund. Mrs. Fields states that each grant needs to be reported with the CFDA number, the project number, and the amount of grant money paid in each year. Mrs. Fields shared that she will be keeping an excel spreadsheet with this information for audit purposes and will make sure it is reported properly in the coming audits.
- b) **VITAL STATISTICS:** In addition to the monthly report, Mrs. Fields states that Ms. Johnston and Ms. Schwalbach are going to training soon for the new vitals system.
- c) **CLINICAL HEALTH:** In addition to the monthly report, Mr. Bull shared that he would report everything in the health commissioner report.

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d) **ENVIRONMENTAL HEALTH:** In addition to her monthly written report, Ms. Montgomery shared that the vector control intern started on June 9th, 2025, and is doing an awesome job. Ms. Montgomery states that Ms. Lane has helped with fair, education and getting information ready to hand out at the fair as well as setting traps. Ms. Montgomery states that staff completed inspections for Deercreek Dam Days festival, Commercial Point Homecoming festival, and the fair. The staff is completing trainings, Ms. Montgomery states that Ms. Talbott is completing trainings for the pool and campground programs to get her familiar with them as well as Ms. Wagner getting training in the sewage program as needed. Mr. Wolford asked how many mosquitoes had been collected. Ms. Montgomery states that Ms. Lane collected five (5) so far but that the collection from that week had not been processed yet.

8) **HEALTH COMMISSIONER REPORT:** Mr. Bull shared that there is a new contract with the new construction company Nuttall Joinery. Mr. Bull states that he will be completing the job sometime in August 2025. Ms. Bechtel asked what was not done construction wise under the grant that we were expecting to have completed. Mr. Bull states that the only thing that was completed was a half-completed wall with electricals ran and rough plumbing in the closet that was to be turned into a patient bathroom. Mr. Bull states that the lab needs new cabinets, and the staff bathroom was to be updated, the lobby and patient bathroom need finished, as well as the exam rooms cabinets and sinks were to be updated as well. Mr. Bull states that Moxley Public Health, that we are working with to create a strategic plan, has created a survey for us to share with the public to get an idea of what the public wants to see from us. Mrs. Fields shared it with the board and with Mr. Spangler, DAC chair, to share with the District Advisory Council (DAC) to have them share the survey as well. Mr. Bull shared he has a meeting with Ohio Health in the coming week about working with them for school physicals as well as discussing with leadership the need for a medical director. Mr. Bull states that a Registered Environmental Health Specialist in Training started, she worked for two (2) days and then did not come back. She did not complete the necessary paperwork to be paid even after being advised that she needed to complete it to be paid. Mr. Bull shared that Public Health Emergency Preparedness will only be receiving about 70% of the normal grant funding next year, this is across the board being cut at the federal level. Mr. Bull states it does not really affect us because 70% will still cover our Emergency Preparedness Coordinator.

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9) OLD BUSINESS:

NONE

10) NEW BUSINESS:

a) **RESOLUTION #25-44 TO APPROVE THE HIRING OF CARLEIGH LANE AS THE VECTOR CONTROL INTERN AT A RATE OF \$18.50 PER HOUR, EFFECTIVE JUNE 9TH, 2025:** At 7:54 p.m. a motion was made by Mr. Hedges to approve Resolution #25-44. The motion was seconded by Mr. Cheek. All ayes and the motion carried.

b) **RESOLUTION #25-45 TO APPROVE THE PICKAWAY COUNTY PUBLIC HEALTH NURSING CLERK JOB DESCRIPTION:** At 7:59 p.m. a motion was made by Ms. Bechtel to approve Resolution #25-45. The motion was seconded by Mr. Cheek. All ayes and the motion carried.

11) EXECUTIVE SESSION:

NOT CALLED

12) EXECUTIVE SESSION ACTIONS:

NONE

13) ADJOURNMENT: At 8:01 p.m. a motion was made by Mr. Cheek to adjourn. The motion was seconded by Mr. Hedges. Meeting adjourned.

Next Board of Health Regular Meeting is to be held on July 15, 2025.



Board of Health President

21 Oct 25

Date



Health Commissioner

10/21/2025

Date