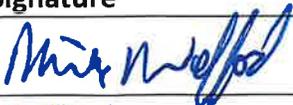
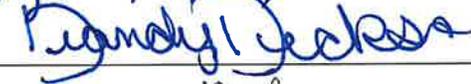
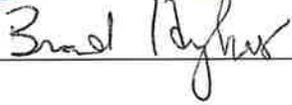


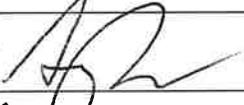
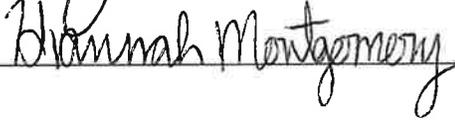
**REGULAR BOARD OF HEALTH MEETING**

**September 16, 2025 @ 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   |
| Brad Hughes     |  | BOH    | Board Member   |

**STAFF**

|                              |   |      |                               |
|------------------------------|---|------|-------------------------------|
| Andrew Bull, MPH, REHS       |   | PCPH | Health Commissioner           |
| Hannah Montgomery, BSH, REHS |  | PCPH | Environmental Health Director |
| Kaleigh Fields               |   | PCPH | Office Manager                |
| Anne Roberts, RN, BSN        |  | PCPH | Director of Nursing           |

**GUESTS**

|                 |  |                           |           |
|-----------------|--|---------------------------|-----------|
| Warren Spangler |  | District Advisory Council | President |
|                 |  |                           |           |
|                 |  |                           |           |
|                 |  |                           |           |
|                 |  |                           |           |
|                 |  |                           |           |

# 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

SEPTEMBER 16, 2025

PAGE 1 OF 4

### REGULAR BOARD OF HEALTH MEETING

The Pickaway County General Health District met in regular session on Tuesday, September 16, 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 (absent)

Mr. Colin Hedges, Board Member

Ms. Roxan Sigmon, Board Member

Ms. Brandy Dickson, Board Member

Mr. Brad Hughes, Board Member

#### 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

# 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

SEPTEMBER 16, 2025

PAGE 2 OF 4

### 2) PUBLIC COMMENT:

None

3) **CONTINUING EDUCATION: OVERALL DEPARTMENT UPDATES:** At 7:02 p.m. Mr. Bull walked the board to the office to show the updates to the construction project which is almost complete. Mr. Bull then asked the board how and what they would like to see in the division reports. A discussion was held about what the board thought would be beneficial and important to add in the reports.

4) **RESOLUTION #25-59 TO APPROVE THE AUGUST 19, 2025, BOARD MINUTES:** At 7:24 p.m. a motion was made by Mr. Hedges to approve the August 19, 2025, board minutes. The motion was seconded by Ms. Sigmon. All ayes and the motion carried.

5) **RESOLUTION #25-60 TO APPROVE THE AUGUST 2025 BILLS & REVENUE/EXPENSE REPORT:** At 7:26 p.m. a motion was made by Mr. Hedges to approve the August 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 department is continuing business as usual. Mr. Bull shared that some grants are coming to a close, some grants are being renewed, and funding is starting to come in for the new grant fiscal years. Mr. Bull shared that the Drive to Succeed grant has come to an end and no new applications will be accepted.

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

c) **CLINICAL HEALTH:** In addition to the monthly report, Ms. Roberts shared the department is working with Ohio Health Berger to get a nurse practitioner in the office for office visits and school physicals. Ms. Roberts shared that Ms. Singer received an award for Operation New Beginnings from the State Highway Patrol for the Pickaway Overdose Response Team (PORT) which helped people in the county get resources related to overdosing and substance abuse. Ms. Roberts shared that there is a COVID outbreak in a local care facility. Ms. Roberts shared that she went to Delaware County to shadow their Director of Nursing for ideas on how to structure the department's nursing division. Ms. Roberts shared that she will be shadowing several other departments as well in the future.

# 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

SEPTEMBER 16, 2025

PAGE 3 OF 4

d) **ENVIRONMENTAL HEALTH:** In addition to her monthly written report, Ms. Montgomery stated that the environmental division is now fully staffed. Ms. Montgomery shared that she is working on onboarding the two new staff members and getting them into different trainings. Ms. Montgomery shared that all the inspectors will be going to the Ohio Environmental Health Association conference in Athens, Ohio and this will expose the inspectors to all aspects of inspections along with helping provide continuing education. Ms. Montgomery states she is trying to get everything organized and ready for the office move where all the inspectors will be in one office. She is also creating a centralized location for all environmental files. Ms. Montgomery shared that the department is now starting to receive temporary applications for Pumpkin Show.

7) **HEALTH COMMISSIONER REPORT:** Mr. Bull shared that he would like to set up headshots for the board to be put on the website. He shared he will set up a poll to see what dates work best for the board. Mr. Bull also shared that if the board members already had a headshot they would like to use they can send those to him.

### 8) **OLD BUSINESS:**

a) **None**

### 9) **NEW BUSINESS:**

a) **RESOLUTION #25-61 TO APPROVE THE HIRING OF ABIGAIL VANBUSKIRK AS A REGISTERED ENVIRONMENTAL HEALTH SPECIALIST IN TRAINING AT A RATE OF \$22.50 PER HOUR, EFFECTIVE SEPTEMBER 2, 2025:** At 7:48 p.m. a motion was made by Mr. Hedges to approve Resolution #25-61. The motion was seconded by Dr. Iskra. All ayes and the motion carried.

b) **RESOLUTION #25-62 TO APPROVE THE HIRING OF ANNA SHAPIRO AS REGISTERED ENVIRONMENTAL HEALTH SPECIALIST IN TRAINING AT A RATE OF \$22.50 PER HOUR, EFFECTIVE SEPTEMBER 15, 2025:** At 7:50 p.m. a motion was made by Dr. Iskra to approve Resolution #25-62. The motion was seconded by Ms. Sigmon. All ayes and the motion carried.

### 10) **EXECUTIVE SESSION:**

NOT CALLED

# 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

SEPTEMBER 16, 2025

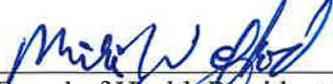
PAGE 4 OF 4

### 11) EXECUTIVE SESSION ACTIONS:

NONE

12) **ADJOURNMENT:** At 7:51 p.m. a motion was made by Dr. Iskra to adjourn. The motion was seconded by Mr. Hedges. Meeting adjourned.

**Next Board of Health Regular Meeting is to be held on October 21, 2025.**

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

18 Nov 25  
\_\_\_\_\_  
Date

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

18 Nov 25  
\_\_\_\_\_  
Date