


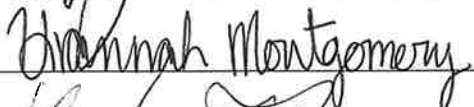



REGULAR BOARD OF HEALTH MEETING

April 21, 2026 @ 6:00 P.M.

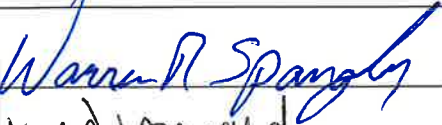

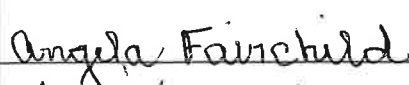

Sign-in Sheet

Printed Name	Signature	Agency	Title
Colin Hedges		BOH	President
Dr. Linda Iskra		BOH	Vice President
Nancie Bechtel		BOH	Board Member
Roxan Sigmon		BOH	Board Member
Brandy Dickson		BOH	Board Member
Brad Hughes		BOH	Board Member
Dennis Shaw		BOH	Board Member

STAFF

Andrew Bull, MPH, REHS		PCPH	Health Commissioner
Hannah Montgomery, MPH, REHS		PCPH	Environmental Health Director
Kaleigh Fields		PCPH	Office Manager
Anne Roberts, RN, BSN		PCPH	Director of Nursing
Dr. J. Craig Strafford, MD, MPH, FACOG		PCPH	Medical Director

GUESTS

Warren Spangler		District Advisory Council	President
Keri Howard		PCPH	Nursing Clerk
Angela Fairchild		PCPH	PHN
Jennifer Jenkins		PCPH	PHN

Pickaway County Public Health

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REGULAR BOARD OF HEALTH MEETING

The Pickaway County General Health District met in regular session on Tuesday, April 21, 2026, at 6:00 p.m., located at 110 Island Road, 2nd floor.

1) CALL TO ORDER

Board of Health President, Colin Hedges called the meeting to order at 6:00 p.m. The following Board of Health Members answered roll call:

Mr. Colin Hedges, President
Dr. Linda Iskra, Vice President
Ms. Nancie Bechtel, Board Member
Mr. Brad Hughes, Board Member
Ms. Roxan Sigmon, Board Member
Ms. Brandy Dickson, Board Member (absent)
Mr. Dennis Shaw, 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
Dr. J. Craig Strafford, M.D, MPH, FACOG

DAC Chair:

Warren Spangler

Guests in attendance:

Ms. Angela Fairchild, Public Health Nurse for PCPH
Ms. Keri Howard, Nursing Clerk for PCPH
Ms. Jennifer Jenkins, Public Health Nurse for PCPH

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Mr. Dennis Shaw arrived at 6:01 p.m.

2) PUBLIC COMMENT:

None

3) CONTINUING EDUCATION: Nursing Program Presentation:

At 6:03 p.m. Ms. Fairchild, Ms. Howard and Ms. Jenkins presented on the current Nursing department programs, and what those programs offer.

4) **RESOLUTION #26-23 TO APPROVE THE MARCH 17, 2026, BOARD MINUTES:** At 6:37 p.m. a motion was made by Ms. Sigmon to approve the March 17, 2026, board minutes. The motion was seconded by Ms. Bechtel. All ayes and the motion carried.

5) **RESOLUTION #26-24 TO APPROVE THE MARCH 2026 BILLS & REVENUE/EXPENSE REPORT:** At 6:38 p.m. a motion was made by Mr. Hughes to approve the March 2026 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 her monthly report, Mrs. Fields stated that the audit process has begun. She shared that the initial paperwork with questions has been submitted, and she is currently waiting for the sample list to pull examples of revenue and expenses. Mrs. Fields also reported that the department has applied for the next grant cycle for the Get Vaccinated and Cribs for Kids grants. She noted that the department also submitted an application for the Fatherhood Grant, which Mr. Bull will discuss further in his section. Mrs. Fields added that this is the primary time of year for grant renewals, and those applications are currently being prepared and submitted.

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 written report, Ms. Roberts stated that colorectal screening results are coming in. Currently, there are 14 positive results, and patients are being notified and asked to follow up with a colonoscopy. Ms. Bechtel asked how many kits were administered, and Ms. Roberts reported that 75 kits were distributed. Ms. Bechtel commented that the number of positive results seemed high for the number tested. Ms. Roberts explained that false positives could occur based on family and medical history. Mr. Hedges asked if there was a known percentage of false positives.

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Dr. Strafford stated that the false positive rate for this test is approximately 10% and noted that he would have expected 1–3 positives rather than 14. He added that he would like to review colonoscopy results to determine whether the positive screenings correlate with confirmed cases. Ms. Roberts reported that the department will soon begin offering STI self-testing kits, which will be available by request online or in the office. Mr. Bull noted that he will provide additional details about this program during the resolution portion of the meeting. Ms. Roberts also shared information about upcoming events, including blood pressure checks at the senior center and school vaccination clinics in partnership with OhioHealth, which will include sports physicals. She stated that eye testing training had to be rescheduled due to staff absences. Additionally, all vending machines are now operational. Ms. Sigmon asked whether grant funding was received for the eye screenings. Ms. Roberts clarified that no grant funding was provided; however, the training and equipment were supplied to the department at no cost.

- d) **ENVIRONMENTAL HEALTH:** In addition to her monthly written report, Ms. Montgomery stated that she has updated her board report format to improve readability. The report now includes month-to-date, year-to-date, and comparisons to the 2025 annual totals for permits issued. Inspection data reflects program areas where staff are spending time, covering the period from the last board meeting through April 15, 2026. Ms. Montgomery reported that inspections included sewage, water sampling, food facility inspections, and an increase in animal bite investigations. Mr. Bull shared that during a recent Healthy Steps walk at Canal Park, he found four ticks on himself within 40 minutes, and Ms. Montgomery found two. He noted this as an indication that tick activity may be high this year. Ms. Montgomery stated that the following pages of the report include the award letter for the 2026 Retail Flexible Funding Model grant. She noted that the department has received this grant for the past two years and that it supports the food safety program and participation in FDA program standards. She also shared that the department is planning a source reduction event in collaboration with the city and the solid waste district later this spring or summer. Remaining mosquito grant funds will support this event, which will allow community members to dispose of large items that could serve as mosquito breeding sites. Ms. Montgomery announced that a rabies vaccination clinic will be held on June 6, 2026, at Mary Virginia Crites Hannon Park. The clinic will offer free rabies vaccinations for dogs, cats, and ferrets in Pickaway County, with two veterinarians volunteering. Mr. Bull noted that similar events in past years have been highly successful and that, given the increase in animal bites, the department believes this is an important community service. Ms. Montgomery also shared that Ms. VanBuskirk was nominated and elected Vice President-Elect at the Ohio Environmental Health Association (OEHA) Education Conference. Mr. Bull explained that this is a one-year commitment leading into the Vice President role the following year.

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He added that while individuals in this role typically have many years of experience, Ms. VanBuskirk demonstrated strong interest and initiative, and he believes she will represent the agency well. He also noted that this position will provide the department with greater visibility at the state level, including opportunities to engage with legislators in Columbus. Ms. Sigmon asked about the closure of Hardee's. Ms. Montgomery explained that an administrative hearing had been scheduled prior to the March board meeting, but the notice was returned as undeliverable. The hearing was rescheduled multiple times at the owner's request and was ultimately set for April 21. However, prior to the hearing, the facility closed permanently. Ms. Montgomery clarified that the department did not require the closure. Mr. Bull added that the department cannot permanently close a restaurant without board approval, though the Health Commissioner may issue temporary suspensions until violations are corrected. Ms. Bechtel expressed interest in providing a bonus to the employee elected as Vice President-Elect of OEHA.

RESOLUTION #26-31 TO GIVE MS. VANBUSKIRIK A BONUS OF \$135.00 FOR BEING ELECTED TO OFFICE AS VICE PRESIDENT ELECT FOR THE OHIO ENVIRONMENTAL HEALTH ASSOCIATES: At 7:05 p.m. a motion was made by Ms. Bechtel to approve Resolution #26-31. The motion was seconded by Dr. Iskra. There was a discussion on the resolution. All ayes and the motion carried.

- 7) **HEALTH COMMISSIONER REPORT:** Mr. Bull reported that the department has applied for two major grants related to fatherhood initiatives. The first, approximately \$35,000, would fund a father-child event in June. If awarded, the event will be held at the Pickaway County Fairgrounds and will be themed "Build It and Barbecue," featuring hands-on projects for children of varying ages and providing food for participants. The second grant, totaling approximately \$150,000, is the Responsible Fatherhood Ohio grant. This program would support a fatherhood initiative across Pickaway County for the 2026–2027 grant year. The department plans to partner with Action for Children, OSU Extension, and Integrated Services to offer structured programming. The program will include 10 sessions over five weeks (two sessions per week) for fathers who are reentering the community after incarceration, facing custody challenges, or seeking to reconnect with their children. Four cohorts will be offered throughout the year, each following a structured curriculum led by trained facilitators. Mr. Bull noted that, if awarded, this would be the first father-focused grant of its kind in Pickaway County and the surrounding region. Ms. Bechtel asked about recruitment for the fairground event. Mr. Bull stated that he plans to work with community partners who already serve fathers and families. He emphasized that the event will be open to all fathers, not just those experiencing hardship. Ms. Bechtel suggested outreach through the WIC program, and Mr. Bull agreed that all available channels will be utilized. He indicated a goal of 20–30 participating fathers. Mr. Bull also reported that the department hosted Leadership Pickaway on April 24, 2026, where he presented alongside the Auditor, Treasurer, and Clerk of Courts.

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He noted that the department's updated website is expected to launch by the end of May. Additionally, Mr. Bull shared that the New Holland Police Department will host a "Fishing with Cops" event in June. Last year's event had 60 participants. The health department contributed sunscreen, mosquito repellent, and three fully stocked tackle boxes as giveaways. Mr. Bull also reported that the Suicide Fatality Review Board held its first review meeting.

ADDITIONAL DISCUSSION: Mr. Hedges asked Mr. Shaw to introduce himself. Mr. Shaw shared that he is a lifelong Pickaway County resident and practiced dentistry for 37 years. He noted that his wife served on the Logan Elm School Board for many years and expressed appreciation for the opportunity to serve on the board. Mr. Hedges proposed organizing a half-day board retreat to provide training for new members, review board expectations, and clarify roles and responsibilities. He suggested holding the session on a Saturday morning for approximately 4–5 hours and potentially inviting a former Franklin County Board of Health member to assist. The board agreed to proceed with planning. Mr. Hedges noted that the retreat will be an open meeting, with public notice indicating that only training topics will be discussed. He will coordinate with Mr. Bull and Mrs. Fields to schedule the retreat.

8) OLD BUSINESS:

a) None

9) NEW BUSINESS:

- a) **RESOLUTION #26-25 TO GIVE THE HEALTH COMMISSIONER PERMISSION TO POST, INTERVIEW AND HIRE A SEASONAL INTERN FOR VECTOR CONTROL:** At 7:18 p.m. a motion was made by Ms. Bechtel to approve Resolution #26-25. The motion was seconded by Mr. Hughes. There was a discussion on the resolution. All ayes and the motion carried.
- b) **RESOLUTION #26-26 TO GIVE THE DIRECTOR OF ENVIRONMENTAL HEALTH PERMISSION TO POST, INTERVIEW AND HIRE A PART-TIME DATA ENTRY INTERN TO REVIEW SEWAGE AND PRIVATE WATER SYSTEM RECORDS:** At 7:20 p.m. a motion was made by Ms. Sigmon to approve Resolution #26-26. The motion was seconded by Dr. Iskra. At 7:21p.m. Ms. Bechtel motioned to mend the resolutions to read temporary part-time data entry intern. Ms. Sigmon seconded the motion to amend. All ayes and the amendment carried. All ayes and the motion carried as amended.

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- c) **RESOLUTION #26-27 TO APPROVE THE RECORD REQUEST ADMIN FEE TO INCLUDE .06C PER PHOTOCOPY OF EITHER LETTER OR LEGAL SIZED DOCUMENTS. THE FIRST FIVE (5) PAGES SHALL BE AT NO CHARGE. TWO-SIDED COPIES SHALL BE .10C PER SHEET. FOR CD'S, THE FEE SHALL BE .40C. (REPRODUCTION COSTS MAY ONLY BE CHARGED IF A COMMERCIAL OR PROFESSIONAL SERVICE IS CONTRACTED TO PROVIDE THE COPY). IF THE COPIES NEED TO BE MAILED, THE REQUESTOR SHALL PAY THE SHIPPING FEE.:** At 7:22 p.m. a motion was made by Dr. Iskra to approve Resolution #26-27. The motion was seconded by Ms. Sigmon. There was a discussion on the resolution. All ayes and the motion carried.
- d) **RESOLUTION #26-28 TO ALLOW THE HEALTH COMMISSIONER TO ENTER INTO CONTRACT WITH PANDORA S9 DBA DIAGNOSTIC YOUR WAY FOR STI TESTING KITS:** At 7:25 p.m. a motion was made by Ms. Bechtel to approve Resolution #26-28. The motion was seconded by Mr. Hughes. There was a discussion on the resolution. All ayes and the motions carried.
- e) **RESOLUTION #26-29 TO APPROVE THE UPDATED JOB DESCRIPTIONS AS PRESENTED FOR ALL POSITIONS:** At 7:27 p.m. a motion was made by Dr. Iskra to approve Resolution #26-29. The motion was seconded by Ms. Sigmon. There was a discussion on the resolution. All ayes and the motion carried.
- f) **RESOLUTIONS #26-30 TO APPROVE THE UPDATED 2026 HIRING SCALE:** At 7:31 p.m. a motion was made by Ms. Bechtel to approve Resolution #26-30. The motion was seconded by Mr. Hughes. There was a discussion on the resolution. At 7:38 p.m. a motion was made by Mr. Hughes to table this resolution until the next meeting. The motion was seconded by Ms. Bechtel. All ayes and the motion is tabled until next meeting.

10) EXECUTIVE SESSION:

At 7:38 p.m. a motion was made by Ms. Bechtel to go into Executive Session pursuant to ORC 121.22 (G) to discuss personnel matters. It was seconded by Ms. Sigmon. All ayes and the motion carried.

ROLL CALL:

Mr. Colin Hedges, President
Dr. Linda Iskra, Vice President
Ms. Nancie Bechtel, Board Member
Mr. Brad Hughes, Board Member
Ms. Roxan Sigmon, Board Member
Ms. Brandy Dickson, Board Member (absent)
Mr. Dennis Shaw, Board Member

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At 9:10 p.m., a motion was made by Mr. Hughes to come out of executive session. The motion was seconded by Ms. Bechtel. All ayes and the motion carried.

ROLL CALL:

- Mr. Colin Hedges, President
- Dr. Linda Iskra, Vice President
- Ms. Nancie Bechtel, Board Member
- Mr. Brad Hughes, Board Member
- Ms. Roxan Sigmon, Board Member
- Ms. Brandy Dickson, Board Member (absent)
- Mr. Dennis Shaw, Board Member

11) EXECUTIVE SESSION ACTIONS:

NONE

12) **ADJOURNMENT:** At 9:11 p.m. a motion was made by Ms. Sigmon to adjourn. The motion was seconded by Mr. Shaw. Meeting adjourned.

Next Board of Health Regular Meeting is to be held on May 19, 2026.

Board of Health President

4-21-26

Date

Health Commissioner

4-21-2026

Date