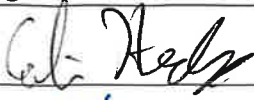
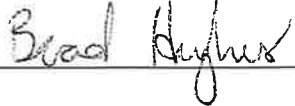


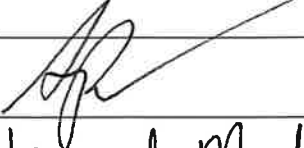
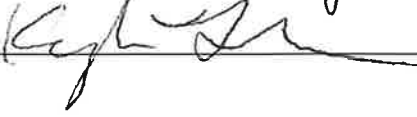
REGULAR BOARD OF HEALTH MEETING

June 16, 2026 @ 6:00 P.M.

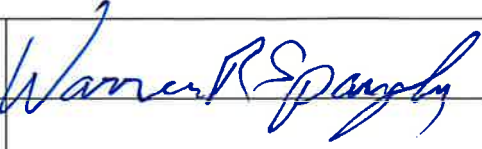
Sign-in Sheet

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
Vacant		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

Pickaway County Public Health

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**PICKAWAY COUNTY
PUBLIC HEALTH**

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REGULAR BOARD OF HEALTH MEETING

JUNE 16, 2026

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REGULAR BOARD OF HEALTH MEETING

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

Mr. Brad Hughes, Board Member

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 (absent)

Mrs. Kaleigh Fields, Office Manager

Dr. J. Craig Strafford, M.D, MPH, FACOG

DAC Chair:

Warren Spangler

Guests in attendance:

None

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2) PUBLIC COMMENT:

None

3) CONTINUING EDUCATION:

None

- 4) **RESOLUTION #26-34 TO APPROVE THE MAY 19, 2026, BOARD MINUTES:** At 6:02 p.m. a motion was made by Mr. Hughes to approve the May 19, 2026, board minutes. The motion was seconded by Ms. Sigmon. All ayes and the motion carried.

- 5) **RESOLUTION #26-33 TO APPROVE THE MAY 2026 BILLS & REVENUE/EXPENSE REPORT:** At 6:03 p.m. a motion was made by Dr. Iskra to approve the May 2026 Bills & Revenue/Expense Reports. The motion was seconded by Mr. Hughes. All ayes and the motion carried.

6) STAFF REPORTS:

- a) **BUSINESS OFFICE:** In addition to her monthly report, Mrs. Fields shared that she and Mr. Bull attended several township and village meetings, and that the information presented was generally well received. She noted that Mr. Bull would provide more details during his report. Mrs. Fields stated that the department is finishing plans for the Pickaway County Fair, which will take place June 22–27, 2026. She also shared that she emailed Bill from Charles E. Harris & Associates, the firm that conducted the 2024–2025 audit, regarding the status of the final audit report and stated that she would update the Board once it becomes available. Mrs. Fields stated that the department is looking at the implementation of a timekeeping system. She shared that she has received recommendations from other health departments and recently met with several vendors. The proposed system would allow employees to clock in and out of grant activities, submit PTO requests electronically, and allow managers to make necessary timecard adjustments when needed. The software would also maintain employee profiles that could serve as electronic personnel files. Mrs. Fields noted that the price is reasonable and that no contract is required.
- b) **VITAL STATISTICS:** In addition to the monthly written report, Mr. Bull stated that the Vital Statistics Fund continues to generate revenue consistent with previous years. He noted that allowing death certificates to be purchased from Pickaway County through other counties has not negatively affected revenues.
- c) **CLINICAL HEALTH:** In addition to the monthly written report, Mr. Bull reported on behalf of Ms. Roberts, who was on vacation.

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Mr. Bull stated that educational materials and supplies have been ordered to allow the department to begin providing CPR training to community members. He also shared that the department has been working with PrimaryOne Health to provide treatment for individuals with positive results from the sexually transmitted infection (STI) home test kits that will soon be available. Mr. Bull stated that PrimaryOne's legal team is preparing a memorandum of understanding (MOU) to formalize the partnership. Once the test kits are available, the department will begin advertising the program and will assist individuals with positive results in scheduling appointments with PrimaryOne for treatment. Mr. Bull shared that the department will be participating in the Pickaway County Fair throughout the next week and noted that Nursing Day is scheduled for June 25. He stated that the clinic will remain open during the event, with a nurse staying at the office to provide care for walk-in patients. Ms. Sigmon asked for an update regarding the damaged vending machine. Mr. Bull stated that the machine located at High Life Recovery had been damaged, but staff were able to get the door closed. Because the machine is still under warranty, the company will inspect and repair it at no cost to the department. Mr. Bull also noted that security cameras are in place at the location and that new signs have been placed informing individuals that the products inside the machine are free.

- d) **ENVIRONMENTAL HEALTH:** In addition to her monthly written report, Ms. Montgomery stated that the department held the Rabies Rodeo on June 6, during which 18 pets received vaccinations. Ms. Montgomery shared that Dr. Richards and her veterinary technician from Canals Edge Veterinary Clinic were pleased to participate and are interested in partnering with the department again in the future. Mr. Bull noted that Dr. Richards donated all 18 vaccines at no cost to the department. Ms. Montgomery stated that the Ohio EPA approved funding for a scrap tire collection event to be held on June 27 at the Pickaway County Engineer's Office on Island Road. The event will accept passenger tires only and will be offered to residents at no charge. Ms. Montgomery reported food operations at Commercial Point Homecoming were inspected and included 19 mobile units and two temporary licenses. She also shared that one roll-off dumpster was placed at the department on June 15 as part of the mosquito source reduction event and was filled in less than 24 hours. Ms. Montgomery stated that she had been invited by PPG to present at its health fair and will be providing education on ticks and tick prevention. She noted that two resolutions on the agenda are related to corrective actions identified during the Department of Agriculture food survey and stated that she would discuss those items more during the resolution portion of the meeting. Ms. Montgomery shared that she was accepted into the National Environmental Health Association Environmental Health Leadership Academy, a 12-month program that includes monthly sessions and concludes with graduation at the annual education conference in June 2027. She also stated that she received a partial scholarship to attend the program. Mr. Hedges asked about the hazardous waste drop-off program previously offered by PPG.

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He requested that the department reach out to PPG to determine whether the program could possibly restart and stated that it was a huge benefit of county residents in previous years.

- 7) **MEDICAL DIRECTOR UPDATE:** Mr. Hedges requested an update on the Shield colorectal screening program. Mr. Bull reported that Ms. Roberts provided an update indicating that one patient, after consulting with their healthcare provider and considering family history and age, elected not to pursue a colonoscopy. Another patient is awaiting a referral to discuss the results and determine appropriate follow-up screening. Dr. Stafford stated that he believes the company was attempting to promote broader use of its products, including screening for additional diseases. He stated that the concept behind the test is sound, but that the technology has not yet been perfected. Dr. Stafford shared that he had received a survey from the company requesting feedback and intended to respond. Despite his concerns, he stated that he would participate in the program again if given the opportunity.
- 8) **HEALTH COMMISSIONER REPORT:** Mr. Bull reported that he and Mrs. Fields have attended nearly all township and village meetings to discuss the upcoming District Advisory Council (DAC) meeting. He stated that he is hopeful to have a quorum and that members will approve the proposed 10 percent funding increase. Mr. Bull explained that the annual funding request is determined by subtracting fee-for-service revenue and grant funding from the department's annual budget. The remaining amount represents the local funding need, which is then allocated among the townships and villages based on millage. Mr. Hedges requested that the department meet with the City of Circleville prior to the DAC meeting to address concerns regarding the nuisance program and minimize the possibility of opposition during the DAC meeting. Mr. Bull explained that two separate agreements exist: the DAC contract and the memorandum of understanding (MOU) with the City of Circleville for nuisance complaint inspections. He stated that while the MOU authorized the department to conduct these inspections, such services are not required by the Ohio Revised Code or Ohio Administrative Code. Mr. Bull explained that he approached the City of Circleville to request assistance in covering the approximately \$10,000 annual cost associated with administering the nuisance program. Following several discussions, the City informed him that it intended to conduct its own inspections and hire its own inspector. Mr. Bull stated that the department provided more than 60 days' notice before terminating the MOU and granted extensions to help accommodate the City's transition. He noted that the nuisance inspection services provided to Circleville exceeded the requirements outlined in the DAC contract and that no other township or village received comparable services. Mr. Bull shared that a SharePoint site should be available to Board members by the end of the month. The site will house important documents and resources, including the organizational chart, DAC contract, training materials, and Board information. Mr. Hedges asked for an update on the department website and when it would be launched.

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Mr. Bull stated that he could not provide a specific timeline but noted that work continues daily and that he is excited about its release. He displayed the staging site and provided the Board with a preview of the new website. Mr. Bull asked whether Board members had reviewed the branding guidelines. He explained that the department is not proposing any changes to the logo or colors, but rather seeks to establish consistency in fonts, colors, logos, and headers across all digital communications. He noted that the branding guidelines were developed as part of the department's reaccreditation efforts and that creating a policy and guidelines for a consistent brand identity is one of the accreditation requirements. Mr. Bull requested feedback from the Board regarding the guidelines.

9) OLD BUSINESS:

a) None

10) NEW BUSINESS:

- a) **RESOLUTION #26-36 TO DESIGNATE THE HEALTH COMMISSIONER OF DIRECTOR OF ENVIRONMENTAL HEALTH TO TAKE INITIAL NONEMERGENCY ACTIONS ON THEIR BEHALF, IN ACCORDANCE WITH THE FOOD SERVICE OPERATION AND RETAIL FOOD ESTABLISHMENT ENFORCEMENT POLICY FOR ADMINISTRATIVE HEARINGS:** At 6:59 p.m. a motion was made by Mr. Hughes to approve Resolution #26-36. The motion was seconded by Dr. Iskra. There was a discussion on the resolution. All ayes and the motion carried.
- b) **RESOLUTION #26-37 TO GRANT THE HEALTH COMMISSIONER AUTHORITY TO CLOSE A FOOD SERVICE OPERATION (FSO) OR RETAIL FOOD ESTABLISHMENT (RFE) UNDER AUTHORITY OF OHIO REVISED CODE 3717.49 AND 3717.29 RESPECTIVELY, WHEN THERE IS A VIOLATION THAT PRESENTS A CLEAR AND PRESENT DANGER OR IMMEDIATE DANGER TO PUBLIC HEALTH:** At 7:02 p.m. a motion was made by Ms. Sigmon to approve Resolution #26-37. The motion was seconded by Mr. Hughes. There was a discussion on the resolution. All ayes and the motion carried.
- c) **RESOLUTION #26-38 TO APPROVE AND ADOPT THE VOLUNTEER POLICY AND INCORPORATE IT INTO THE PICKAWAY COUNTY PUBLIC HEALTH POLICY MANUAL:** At 7:04 p.m. a motion was made by Mr. Hughes to approve Resolution #26-38. The motion was seconded by Dr. Iskra. There was a discussion on the resolution. All ayes and the motion carried.

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11) EXECUTIVE SESSION:

At 7:12 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 Dr. Iskra. All ayes and the motion carried.

ROLL CALL:

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

At 7:44 p.m., a motion was made by Mr. Hughes to come out of executive session. The motion 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 (absent)
Mr. Brad Hughes, Board Member
Ms. Roxan Sigmon, Board Member
Ms. Brandy Dickson, Board Member (absent)

12) EXECUTIVE SESSION ACTIONS:

RESOLUTION#26-39: At 7:47 p.m. a motion was made by Dr. Iskra **TO ALLOW THE BOARD OF HEALTH PRESIDENT TO AUTHORIZE THE CONTRACT BETWEEN THE BOARD OF HEALTH AND ANDY BULL FOR THE 2026-2029 CONTRACT AS IT STANDS PENDING LEGAL REVIEW.** The motion was seconded by Mr. Hughes. All ayes and the motion carried.

13) ADJOURNMENT: At 7:48 p.m. a motion was made by Mr. Hughes to adjourn. The motion was seconded by Dr. Iskra. Meeting adjourned.

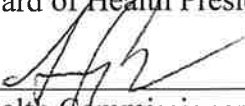
Next Board of Health Regular Meeting is to be held on July 21, 2026.



Board of Health President

7-21-26

Date



Health Commissioner

7-21/2026

Date