



**Public Health**  
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**MEIGS COUNTY HEALTH DEPARTMENT**

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**Board of Health Meeting Minutes  
November 8, 2022**

Board of Health (BOH) President Roger Gaul called the convention to order at 5:00PM.

In attendance: Gaul; Administrator Courtney Midkiff; Health Commissioner Marc Barr; Director of Environmental Health Steve Swatzel; BOH Medical Member Wilma Mansfield; BOH Member Eric Rock; BOH Member Pam Patterson; Creating Healthy Communities (CHC) Project Director Lindsey Jeffers. Absent was BOH Vice President (VP) Edna Weber. Guest was Nathan Korne of Marshall University's Campus Crusade for Christ International (CRU), who entered the meeting at 5:05PM.

Attendees recited the Pledge of Allegiance and Swatzel offered prayer.

**Approval of Meeting Minutes:**

Midkiff beseeched a motion to approve the 10/11/22 BOH Meeting Minutes as emailed. Rock made a motion to approve the document as emailed for Member review prior to the meeting; Mansfield seconded the motion. All were in favor of the motion.

**New Staff Introduction:**

Midkiff introduced full-time CHC Project Director Lindsey Jeffers (as of 9/26/22). Jeffers, who has been a Meigs County resident for 20 years, shared her previous work experience and educational preparation. Jeffers expressed interest in the position because of the opportunities it provides to give back to the community. Jeffers told Members that Meigs Co. Health Dept. (MCHD) staff had been welcoming and she continues to learn on a daily basis. Members welcomed Jeffers who then exited the meeting at 5:08PM.

**Guest Presentation:**

Nathan Korne shared CRU's history and discussed various ministries coordinated by the organization. He also relayed his testimony as to how he became involved with the organization. Korne said he reached out to the MCHD after hearing paid advertisements on WALK FM, which is a popular regional Christian radio station via which the MCHD used to promote COVID 19 prevention messaging via grant funds. Midkiff previously had explained to Korne that, as a public agency, the MCHD could not financially support CRU as a ministry. However, individuals associated with the MCHD could donate voluntarily to further CRU's efforts on the Marshall University Campus. Korne circulated a signup sheet for those individual attendees interested in financially supporting CRU. After thanking the Membership for its time, Korne exited the meeting at 5:28PM.

### **New Business:**

Midkiff requested a motion to approve the Oct. 2022 fiscal report as presented; payment of Oct. 2022 bills as presented via the expenditure spreadsheet; the Oct. 2022 daily deposit records as submitted to the County Auditor/Treasurer; the Oct. 2022 billing remuneration report. There was \$40 in donations in Oct. 2022. Rock made a motion to approve the aforementioned fiscal items as presented; Gaul seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve closing the MCHD from noon-4PM on 12/14/22 for the annual Staff Christmas Celebration and paying for the catering. Gaul made a motion to approve the closure and catering; Rock seconded the motion. All were in favor of the motion. Midkiff noted the event will take place at the Meigs Co. Golf Course with catering provided by Broken Bread Catering. Members are invited to attend.

Midkiff beseeched a motion to approve the Fall Prevention Contract by and between the MCHD and Washington Co. Health Department as emailed prior to the meeting for Member review. The contract is effective 11/8/22-9/30/23 in the amount of \$500. Patterson made a motion to approve the contract as emailed; Mansfield seconded the motion. Motion carried unanimously.

### **Environmental Health:**

The Oct. Nuisance Status and Animal Bite Reports were emailed to the Membership for review prior to the meeting. There were three nuisances in total = one mosquito and two sewage investigations resulting. Swatzel noted that testing resulted in WNV being detected in a mosquito collected in a trap in Racine. The public was notified via a press release. There have been no human WNV cases in Meigs County this year. Meanwhile, there were six animal bites received in Oct. 2022 involving five dogs and one cat.

There were two complete bids for one household sewage treatment system replacement at 30590 Rose Valley Rd in Syracuse via the WPCLF Program. The property is owned by Patricia Moore. Dais Septic Service submitted a bid in the amount of \$10,650 and Duncan & Daniels Enterprises submitted a bid in the amount of \$15,473. Gaul made a motion to approve the lowest bid from Dais Septic Services; Rock seconded the motion. All were in favor of the motion.

A hearing was conducted on a nuisance involving open burning and improper sewage disposal from campers at 50455 Bigley Ridge Rd. in Long Bottom. The property is owned by Gene Fink. The MCHD received the initial complaint in Nov. 2021. The MCHD made contact with Fink in Dec. 2021 and conditions were improved until Sept. 2022 when the MCHD receive another complaint alleging open burning and improper sewage disposal from the campers. Photographs taken by MCHD staff at the property were circulated for Member review. A letter was posted on the property by former MCHD staffer Daschle Facemyer on 9/28/22. Fink has failed to contact the MCHD to date. Gaul made a motion to refer Fink to the County Prosecutor for further legal action; Patterson seconded the motion. Motion carried unanimously.

A second reading of the 2023 Environmental Health Fees was conducted. Swatzel announced that a public meeting will be held on Dec. 12 at 5PM for impacted stakeholders in the MCHD conference room for comments on proposed changes. Mansfield made a motion to approve the second reading of the proposed 2023 Environmental Health Fees (local fees only); Gaul seconded the motion; Patterson abstained. Motion carried.

Swatzel reported that he recently received follow up from the County Prosecutor on 12 legal referrals made by the BOH from 2020-2022. The Prosecutor has asked that the MCHD check to see if the nuisance conditions still exist that resulted in the referrals.

Hutton Excavating has applied to the MCHD for a C&DD processing facility at its property on Happy Hollow Road at which it has been processing demolition materials to recycle or dispose of for several years. Previously there were no State regulations for such facilities until April 2022, but Hutton did register with the MCHD in 2017. Hutton has submitted an application to the MCHD for a permit to install and a license to operate with the corresponding fees. With assistance from OEPA, the MCHD has reviewed the plans and Hutton must address some deficiencies in the plan. The MCHD published a public notice to allow for stakeholder comments. If the plans are approved, the BOH will approve the permit during its Jan. 2023 meeting and Hutton will submit the final license fee of \$2,000.

#### **Other New Business:**

The MCHD's five-year Strategic Plan is nearly complete and will be presented to the BOH for approval during the Dec. 13 meeting.

The Rides to Community Immunity Grant awarded to the MCHD by ODOT resulted in 487 total rides being provided to Meigs residents via a contract with Meigs County JFS. Of those rides, 213 were provided in Oct. 2022. Only \$137.59 of the \$15,000 award remains. The grant period ends 12/31/22.

Midkiff told the Membership that the MCHD will be exploring joining the Local Public Health Services Collaborative for medical billing. Currently, medical billing is being executed by Sherry Hayman, RN who has indicated she will be retiring in May 2023. The MCHD plans to propose that a significant amount of the annual fee be paid via ODH's 2023-2027 Public Health Workforce Grant. A seven percent fee is assessed per medical claim. Midkiff intends to have more information during the Dec. BOH meeting.

#### **Old Business:**

Barr gave an Infectious Disease status update. He still provides school personnel with weekly reports of the County's COVID cases. The CDC dashboard indicated decreased cases in Meigs County this week. Barr reported meeting with ODH Medical Director Dr. Vanderhoof and regional local health department officials on Nov. 7. Other respiratory illnesses including RSV and Influenza are increasing, thus, posing a triple threat, especially for health systems. For example, Nationwide Children's Hospital is postponing elective medical procedures in response to the surge in cases. Rock, who is a paramedic in Franklin County, confirmed the growing concern.

Swatzel exited the meeting at 6:35PM.

Midkiff advised that she recently attended a Meigs Co. Commissioner weekly meeting to relay the MCHD's need for additional space, especially for any new staff to be hired via ODH's 2023-2027 Public Health Workforce Grant. Midkiff said she told the Commissioners that the MCHD would like to acquire the entire second floor after Hopewell Health Centers vacates the space in the future. In addition, Midkiff reported that the MCHD is having contractor Rick Walker renovate the conference room to replace lighting and paint.

The MCHD continues to await its 2020-2021 State Audit Report.

Midkiff discussed a revision to the MCHD's Employee Policy and Procedure Manual Section 6.2 Vacation specifically A&B. Clemans – Nelson & Associates was asked to clarify accrual for fulltime and parttime employees. Eligible parttime employees and seasonal employees shall accrue vacation at the rate of .0385 hour for each hour worked unlike fulltime employees who earn annual vacation according to their number of years of service with the MCHD. Rock made a motion to approve the policy revision; Mansfield seconded the motion. Motion carried unanimously. There also was discussion about 6.2M of the Employee Policy and Procedure Manual, but no revision was made.

**Miscellaneous Business:**

Upcoming events/closures include: Nov. 9 Staff Meeting beginning at 8:15AM; Nov. 11 closed for Veterans Day; Nov. 17 Get Healthy Meigs! Meeting beginning at 10:30AM Meigs County JFS; Nov. 24 closed for Thanksgiving; Nov. 25 closed.

**Adjournment:**

The next BOH Meeting will take place on 12/13/22 at 5:00 PM in the conference room of the MCHD.

With no further business to discuss, the meeting adjourned at 6:39PM with a motion by Rock.

Marc Barr, MS  
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 11/8/22 meeting minutes.)

