



Public Health
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MEIGS COUNTY HEALTH DEPARTMENT

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**Board of Health Meeting Minutes
December 13, 2022**

Board of Health (BOH) President Roger Gaul called the convention to order at 5:01PM.

In attendance: Gaul; BOH Vice President (VP) Edna Weber, who entered at 5:05PM; Administrator Courtney Midkiff; Director of Environmental Health Steve Swatzel, who entered at 5:31PM; BOH Medical Member Wilma Mansfield; BOH Member Eric Rock; BOH Member Pam Patterson; Accreditation Coordinator/Plan and Policy Compliance Officer Michelle Willard. Absent was Health Commissioner Marc Barr, who was attending the Community Improvement Corporation's (CIC) Annual Christmas Gathering upon invitation and on behalf of the Meigs Co. Health Department (MCHD).

Attendees recited the Pledge of Allegiance and Midkiff offered prayer.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 11/8/22 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.

Staff Presentation:

Willard reviewed the draft copy of the 2023-2027 MCHD Strategic Plan, which was compiled with assistance from Mission Met and emailed to the Members prior to the meeting for review. Willard explained that the plan will be reassessed and revised accordingly annually during each year of the plan. Willard discussed the process used to compile the plan. The Members were given the opportunity to provide input on the goals and action steps. Willard will finalize the plan for BOH approval during the Jan. 2023 meeting.

Willard exited the meeting at 5:30PM.

Director of Nursing Leanne Cunningham was on the agenda to discuss joining the Association of Ohio Health Commissioners Local Public Health Services Collaborative to execute medical claim billing on behalf of the MCHD. It was decided she did not need to attend after she and Midkiff applied the MCHD's Decision-Making Policy earlier in the day. It further was decided that this would not be a sound fiscal decision because of associated costs exceeding the amount generated by the MCHD in medical claim billing. Other options are being investigated and will be presented for consideration in the near future.

New Business:

Midkiff requested a motion to approve the Nov. 2022 fiscal report as presented; payment of Nov. 2022 bills as presented via the expenditure spreadsheet; the Nov. 2022 daily deposit records as submitted to the County Auditor/Treasurer; the Nov. 2022 billing remuneration report; the 2022 credit card use log; 2022 encumbrances. There was \$10 in donations in Nov. 2022. Rock made a motion to approve the aforementioned fiscal items as presented; Gaul seconded the motion. Motion carried unanimously.

Midkiff sought a motion to approve the part-time employment of Kaitlynn Snodgrass as the WIC Breastfeeding Peer Helper effective 1/3/23 at \$13 per hour for 12 hours per week. Gaul made a motion to approve Snodgrass' employment; Mansfield seconded the motion. All were in favor of the motion.

Environmental Health:

The Nov. Nuisance Status and Animal Bite Reports were emailed to Members for review prior to the meeting. There were five nuisances in total = two sewage investigations; two solid waste inspections and one other investigation (statement of conditions) resulting. Meanwhile, there were three animal bites received in Nov. 2022 all involving dogs.

A third and final reading of the 2023 Environmental Health Fees was conducted. Swatzel announced that no one attended the public/stakeholder meeting held on Dec. 12 at 5PM in the MCHD conference room for comments on proposed changes. Rock made a motion to approve the third and final reading of the proposed 2023 Environmental Health Fees (local fees only); Weber seconded the motion; Patterson abstained. Motion carried.

Swatzel reported on efforts to check to see if nuisance conditions still exist that resulted in aging referrals to the County Prosecutor as requested by the County Prosecutor. He noted that some have been abated via vacancies and demolition.

Midkiff proposed that the BOH consider revising the MCHD Salary Schedule to increase the remuneration for a Registered Environmental Health Specialist in Training (REHSIT). The current hourly rate is \$16.50. The MCHD and other local health departments (LHDs) in the region are having difficulty attracting qualified candidates for such positions. Midkiff said that, if the salary is increased, it should apply to the MCHD's current REHSIT. It was agreed that Swatzel and Midkiff should investigate increasing the remuneration for the aforementioned position and present data for consideration.

Other New Business:

Midkiff noted that regional Epidemiologist Mikie Strite, who was employed by the Jackson Co. Health Department with which the MCHD contracted for services, resigned her position effective 4PM on 12/2/22 for other employment. Applications are being accepted and an interview team comprised of partners from regional LHDs will present a qualified candidate for employment. The LHD of the County in which the candidate resides likely will be the employer and contract with other LHDs including Meigs for provision of services.

Midkiff reminded attendees that a recent Ohio Attorney General Opinion, which was reviewed by County Prosecutor James Stanley on behalf of the MCHD, indicated that a contract with the Board of County Commissioners for Tb services was not necessary. The LHD would by default be the County's designated Tb unit to manage any cases diagnosed in residents. Stanley concurred with the AG's opinion and the MCHD's interpretation of it.

Old Business:

Midkiff relayed Health Commissioner Barr's Infectious Disease status update. Meigs County currently is ranked as yellow (or medium) on the dashboard for positive COVID cases. RSV cases are slightly declining on a statewide basis, but are still considered elevated. State and local hospitalizations for influenza are higher than normal for this time of year. Presently there is a measles outbreak in central Ohio for which Columbus Public Health, ODH and CDC are collaborating with clinical and community partners in response. Meanwhile, on Dec. 12, the USFDA issued emergency use authorizations for COVID 19 bivalent vaccines made by Pfizer BioNTech (six months to four years) for use as a third dose in the primary series and Moderna (six months – five years) for use as a booster dose. In addition, CDC expanded its recommendations to include the use of updated bivalent COVID 19 vaccines for children as young as six months of age. Finally, the MCHD has a plan to offer these services to the public with the timeline to offer still to be determined.

Midkiff provided a brief update on the building and additional request for space. Meigs Co. Commissioner Jimmy Will recently visited the Meigs Multi-Purpose Health Center to assess available space on the first floor so that the MCHD's request could be considered by the Board of County Commissioners. The MCHD awaits a decision.

Midkiff reminded attendees that the Auditor of State's Office will conduct an exit conference with MCHD Senior Management, grant managers and interested BOH Members on 12/14/22 beginning at 8:30AM in the conference room to discuss the 2020-2021 State Audit Report.

Miscellaneous Business:

The MCHD has several older tables and metal chairs that it would like to donate to free up space in the enclosed carport. The Meigs County Agricultural Society (MCAS) has expressed interest in the items, which the MCHD has replaced with new *Lifetime* brand tables and chairs. Rock made a motion to donate the older tables and metal chairs to the MCAS; Patterson seconded the motion. Motion carried unanimously. Swatzel will be responsible for transporting the donated items as well as working with Willard to remove the items for the MCHD inventory.

Upcoming events/closures include the Staff Christmas Party on Dec. 14 from 12-4PM at the Meigs Golf Course and observed holiday closures on Dec. 23 & 26, 2022 and Jan. 2, 2023.

Adjournment:

The next BOH Meeting will take place on 1/10/23 at 5:00 PM in the conference room of the MCHD.

With no further business to discuss, the meeting adjourned at 6:08PM with a motion by Weber.

Marc Barr, MS
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 12/13/22 meeting minutes.)

