



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

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**Board of Health Meeting Minutes**  
**Feb. 14, 2023**

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

In attendance: Gaul; BOH Vice President (VP) Edna Weber; Administrator Courtney Midkiff; Director of Environmental Health Steve Swatzel; BOH Medical Member Wilma Mansfield; Health Commissioner Marc Barr; BOH Member Eric Rock and BOH Member Pam Patterson.

Attendees recited the Pledge of Allegiance and Weber offered prayer.

**Approval of Meeting Minutes:**

Midkiff beseeched a motion to approve the 1/10/23 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 Business:**

Midkiff requested a motion to approve the Jan. 2023 fiscal report as presented; payment of Jan. 2023 bills as presented via the expenditure spreadsheet including Then and Now Certificates; the Jan. 2023 daily deposit records as submitted to the County Auditor/Treasurer; the Jan. 2023 billing remuneration report; \$20 Jan. donation. Rock made a motion to approve the aforementioned fiscal items as presented; Gaul seconded the motion. Motion carried unanimously.

Midkiff reminded attendees that the Athens City-County Health Dept. (ACCHD) employed an Epidemiologist, Nathan Christian, to serve eight counties including Meigs. It is a requirement of the PHEP grant that local health departments (LHD) be served by an Epidemiologist. Midkiff asked for a motion to approve retroactively a contract by and between the ACCHD and Meigs County Health Department (MCHD) effective 1/10/23-6/30/23 not to exceed \$5,500 for epidemiology services. Mansfield made a motion to approve the contract as emailed to the Membership prior to the meeting for review; Gaul seconded the motion. All were in favor of the motion.

Midkiff sought a motion to approve the revised MCHD Strategic Plan as emailed to Members prior to the meeting for review. Patterson made a motion to approve the revised plan as emailed; Mansfield seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve retroactively the Health Department Information System (HDIS) – Environmental, Community and Public Health, Vital Statistics and Management Modules 12-Month Software Maintenance and Support Agreement, which was emailed to Members prior to the meeting for review. Rock made a motion to approve retroactively the agreement as emailed; Weber seconded the motion. All were in favor of the motion.

### **Environmental Health:**

There were seven nuisance complaints resulting in investigations in Jan. 2023 including one food service inspection, one housing inspection, two housing statements of conditions, one solid waste inspection and two sewage inspections. Jan. 2023 animal bites involved six dogs one of which was tested for Rabies. The result was negative.

The 2023 Water Pollution Control Loan Fund (WPCLF) Household Sewage Treatment Systems funding resolution was reviewed. A resolution is required to apply for available funding. Rock made a motion to approve the resolution as presented; Gaul seconded the motion. Motion carried unanimously.

The 2024 Recycle Ohio Grant Resolution was reviewed. A resolution is required to apply for available funding, which will be used to offer the Meigs County Cleanup Day. Gaul made a motion to approve the resolution as presented; Rock seconded the motion. All were in favor of the motion.

Swatzel informed the Membership that he did not apply for the OEPA Mosquito Control Grant this year because of current workforce shortages and time constraints.

A nuisance hearing for Sally Dailey and/or Lee Lawson of 30911 Stiversville Rd. in Portland was conducted. A complaint was received alleging improper disposal of sewage as well as open dumping and burning on the property. MCHD staff visited the residence on Dec. 13, 2022 with a return visit conducted on Jan. 23<sup>rd</sup> during which a notice to appear at today's meeting was posted. MCHD staff, which confirmed the allegations, but have not been able to communicate directly with Dailey or Lawson, believe children also inhabit the residence. Swatzel shared photographs of conditions at the aforementioned property. Rock made a motion to refer Dailey and Lawson to the County Prosecutor for legal action; Gaul seconded the motion. Motion carried unanimously. Rock asked Swatzel to notify CPS about unsanitary conditions on the property in case children do reside there.

Swatzel provided a brief update about the permit to install and license application of Hutton Excavating, LLC's standalone construction and demolition debris (C&DD) facility. The facility is located at 32562 Happy Hollow Rd. The MCHD was awaiting financial assurance as required by OEPA. Owner Chris Hutton was able to find a company to write a policy that is acceptable to OEPA, but the documentation was submitted too late for Swatzel to review prior to this meeting. Therefore, Swatzel indicated that he likely would seek BOH approval of Hutton's Permit to Install during the March 14<sup>th</sup> meeting.

Swatzel reported that the Ohio Department of Agriculture (ODA) Division of Food Safety accepted MCHD's submitted action plan.

The MCHD continues to advertise its available Registered Environmental Health Specialist (REHSIT) /Specialist in Training position. The current remuneration for a REHSIT is \$16.50 per hour. Upon reviewing the salaries of REHSITs from surrounding counties, Swatzel recommended that the MCHD's

Salary Schedule be modified accordingly: Low - \$16.50 Medium - \$17.50 High - \$18.50. This will give the MCHD flexibility to compensate qualified candidates at a higher hourly rate and possibly encourage applications. Patterson made a motion to revise the MCHD Salary Schedule as described above; Mansfield seconded the motion. All were in favor of the motion.

**Other New Business:**

The Ohio Department of Health (ODH) applied for another round of Public Health Workforce funding from the CDC. ODH will be releasing a solicitation in the near future for a five-year award beginning 7/1/23. County allocations were released and Meigs County is slated to receive a total of \$360,000.

**Old Business:**

Barr provided an Infectious Disease status update. Meigs County currently is ranked as yellow (or medium) on the dashboard for positive COVID cases. Presently, statewide hospitalizations for influenza are at lower than the five-year average for this time of year. Meanwhile, RSV cases are baseline. Barr noted that the federally declared COVID public health emergency ends in May 2023. Midkiff reported that the County had 21 overdose deaths in 2022 and four suicides.

Midkiff provided a brief update on the building and request for additional space. Midkiff received no response to date to an email she sent to County Commissioners Shannon Miller and Zach Manuel in an effort to address their concerns about approving the MCHD's request for additional space. In addition, Home and Business Helpers provided a quote for custodial services upon Herman Lewis' terminating his contract on 3/30/23. The company can only provide cleaners two days per week for \$175. Weber offered to ascertain the interest of an individual she knows who cleans. Another item of concern is the continuously leaking roof, which County Maintenance Person Ronnie Casto has tried to address. Finally, the CAT generator that services the Meigs Multi-Purpose Health Center (in which MCHD offices are situated) necessitates a new computer-operated transfer switch. Replacement will require several hours and electricity to be disconnected to the building, thus, the work will have to occur on a holiday observed by the County government, but not a holiday observed by AEP. The MCHD awaits a quote for the replacement, which will be forwarded to the County Commissioners for approval and, ultimately, payment since the generator serves a County-owned facility.

Midkiff discussed the decision made by Director of Nursing Leanne Cunningham, Barr and herself with input from other involved staff members to discontinue use of eClinical Works/Trizetto effective 2/1/23 and to continue to use and purchase additional HDIS modules needed for medical claim billing. It is unlikely that the MCHD will be able to expand its provision of clinical services in the near future because of space and workforce issues. Meanwhile, the MCHD will continue to use VaxCare services to provide vaccines to children and adults with commercial insurance or Medicare. The MCHD will be able to resume use of its own nursing fee schedule and not the Medicare fee schedule utilized by eClinical Works which includes fees less than fees previously charged by the MCHD. Midkiff asked for a motion to approve the revised MCHD Nursing Fee Schedule as was emailed to Members prior to the meeting for review. Rock made a motion to approve the fee schedule as emailed; Mansfield seconded the motion. Motion carried unanimously. The new fees are effective 2/15/23.

**Miscellaneous Business:**

Midkiff reminded attendees that the annual District Advisory Council (DAC) Meeting will take place on 3/23/23 beginning at 6PM in the Rutland Bottle Gas Building situated on the Meigs Co. Fairgrounds. Members need to RSVP during the March BOH Meeting.

Upcoming events/closures include the Feb. 15 Staff Meeting from 8:15-10AM and Feb. 20<sup>th</sup> Presidents' Day holiday closure.

**Adjournment:**

The next BOH Meeting will take place on 3/14/23 at 5:00 PM in the conference room of the MCHD.

With no further business to discuss, the meeting adjourned at 6:04 PM with a motion by Rock.

Marc Barr, MS  
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 2/14/23 meeting minutes.)