



Public Health
Prevent. Promote. Protect.

MEIGS COUNTY HEALTH DEPARTMENT

112 E. Memorial Drive, Suite A
Pomeroy, Ohio 45769
(740) 992-6626
Fax (740) 992-0836

**Board of Health Meeting Minutes
March 14, 2023**

Board of Health (BOH) President Roger Gaul called the convention to order at 5:05PM.

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. Guests were Herman Lewis and Donald “Sam” Canterbury.

On behalf of the BOH, Rock expressed the Membership’s appreciation to Lewis for his years of dedicated service as the Meigs Co. Health Dept.’s (MCHD) contract custodian. Lewis has terminated his contract effective 3/30/23 for retirement purposes. After Lewis thanked the MCHD for the opportunity, he exited the meeting to resume his contractual duties for the day.

Attendees recited the Pledge of Allegiance and Midkiff offered prayer.

Guest Presentation:

Midkiff introduced Sam Canterbury to the Membership followed by self-introductions by individual BOH Members. Canterbury is currently employed by the Jackson Co. Health Dept. via a grant to serve as a community health worker (CHW) in Meigs Co. Canterbury, who is a current Meigs Co. resident, shared previous life and work experiences. He stated that becoming a CHW interested him as another avenue to serve local communities in addition to his participation with the Big Bend Beards Men organization. Canterbury is enrolled in CHW courses at Ohio University and, upon successful completion, will be certified by the Ohio Board of Nursing. Midkiff stated that has been more engaged with the MCHD than other CHWs previously employed for our County. This month, Canterbury will begin offering Ask Your CHW sessions at three branches of the Meigs County Public Library. He also is working on providing healthy food choices for students at Rio Grande Meigs Center for which he is seeking community partnerships. Weber expressed interest in her employer: Farmers Bank being a community partner. Weber invited Canterbury to attend the annual District Advisory Council Meeting on March 23rd. After the BOH welcomed Canterbury and thanked him for his time, Canterbury stayed for the remainder of the meeting.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 2/14/23 BOH Meeting Minutes as emailed. Mansfield made a motion to approve the document as emailed for Member review prior to the meeting; Gaul seconded the motion. All were in favor of the motion.

New Business:

Midkiff requested a motion to approve the Feb. 2023 fiscal report as presented; payment of Feb. 2023 bills as presented via the expenditure spreadsheet; the Feb. 2023 daily deposit records as submitted to the County Auditor/Treasurer; an original appropriation of \$1,000 into T075T03 (infectious disease mileage); the Feb. 2023 billing remuneration report. There were no Feb. donations. Rock made a motion to approve the fiscal items as presented; Gaul seconded the motion. Motion carried unanimously.

Midkiff discussed the 2023 Severance Fund Worksheet, which was emailed to Members prior to the meeting for review. The spreadsheet outlines the MCHD financial liability for employees accrued sick and vacation leave. Currently, there is a balance of \$42,644.86 in the account with \$3,990.49 being expended in 2022 for vacation payouts for employees who terminated their employment with the MCHD. The General Fund as well as the grant programs pay into the Severance Fund based upon employee accruals. After discussion, Rock made a motion to fund the Severance Fund at 10%, which was seconded by Patterson. All were in favor of the motion.

Midkiff sought a motion to approve retroactively the Meigs County District Board of Health Meigs County Combined Statement of Receipts, Disbursements and Changes in Fund Balances (Regulatory Cash Basis) All Governmental Fund Types For the Year Ended December 31, 2022 as compiled by Charles E. Harris & Associates. Midkiff noted that availability of the report was published in the River Cities News (as it is legally required to advertise in a newspaper that serves the County) and it is available for public review on the MCHD's website. The report was submitted into the Auditor of State's Hinkle System as required. Midkiff also asked for approval to use Charles E. Harris & Associates to compile the MCHD's 2023 report. Gaul made a dual motion to approve retroactively the 2022 report and to use Charles E. Harris & Associates for the 2023 report compilation; Weber seconded the dual motion. Motion carried unanimously.

Midkiff asked for a motion to approve retroactively a contract extension with Local Impact for marketing services effective 3/1/23-6/30/23. The document was emailed to Members prior to the meeting for review. Mansfield made a motion to approve retroactively the contract extension as emailed; Gaul seconded the motion. All were in favor of the motion.

Midkiff beseeched a motion to approve retroactively a contract agreement with Washington Co. Health Dept. (WCHD) concerning the Walk with Ease Program. Mansfield is presently the only trained volunteer in Meigs County to offer the free six-week falls prevention initiative. Creating Healthy Communities (CHC) Program Director Lindsey Jeffers offered to be trained via an Arthritis Foundation on-line course as a backup. The course costs \$89 and the WCHD will reimburse the MCHD after Jeffers successfully completes the course. Weber made a motion to approve retroactively the contract agreement, which was emailed to Members prior to the meeting for review; Patterson seconded the motion. Motion carried unanimously. It was noted that classes would be conducted in April-May at the Mulberry Community Center.

Environmental Health:

There were nine nuisance complaints resulting in investigations in Feb. 2023 including one food service inspection, one pest investigation, five solid waste inspections and two sewage inspections. There were no Feb. 2023 animal bites.

There was one complete bid submitted for two WPCLF projects to fully replace household sewage treatment systems at 31437 Fairplay Road in Vinton for Essie Hicks and at 412 Brown Alley in Pomeroy for Scott Frazier. The bid was from Dais Septic Services in the amount of \$19,300. Gaul made a motion to approve the only bid received from Dais Septic Services; Patterson seconded the motion. All were in favor of the motion.

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. Swatzel met with Chris Hutton on March 13th. All financial assurance as required and approved by OEPA have been provided to the MCHD. Swatzel noted that the facility can only have 1,000 cubic yards of materials on site at any given time and Hutton presently as the maximum amount on site. Swatzel asked for BOH approval of the permit to install which includes construction specifications Hutton will have to adhere to before the BOH can approve the license, which requires Hutton to remit a \$2,000 fee to the MCHD. Meanwhile, Hutton is working on removing the solid waste currently situated on the property to comply. Gaul made a motion to approve Hutton's permit to install; Rock seconded the motion. Motion carried unanimously. Swatzel told the Membership that Hutton will be required to submit a \$750 annual fee to the MCHD to retain his license once approved.

The MCHD's annual Rabies Vaccination Clinic in conjunction with the Meigs Veterinary Clinic will take place on June 10th from 1-2PM at the MCHD.

Swatzel continues to recruit for the MCHD's available Registered Environmental Health Specialist/Registered Environmental Health Specialist in Training position.

Barr complimented MCHD Emergency Response Coordinator/PIO Shawn Cunningham and Swatzel, who is the Backup PIO, for their effective response to local concerns generated by the train derailment and subsequent chemical spill in East Palestine, Ohio.

Swatzel advised that the MCHD would be partnering with the Meigs Co. Juvenile Court to abate an illegal dumpsite on Horse Cave Rd. before the mosquito grant funding ends on April 30th.

Other New Business:

Midkiff relayed that the MCHD received part of its annual subsidy from the Ohio Department of Health (ODH) in the amount of \$8,755.74 on 2/16/23.

Midkiff asked for a motion to approve termination of the custodial contract with Herman Lewis effective 3/30/23 for his retirement purposes. Also, Midkiff beseeched a motion to approve a custodial contract with Brenda Long effective 3/31/23 for \$12 per hour for no more than 15 hours per week. The contract was emailed to Members prior to the meeting for review. Rock made a dual motion to approve the contract termination with Lewis and entering the custodial contract with Long; Gaul seconded the dual motion. All were in favor of the motion.

Midkiff mentioned the employee Anthem medical insurance renewal that was received by the MCHD. The renewal packet, which was emailed to Members prior to the meeting for review, is effective May 1st and includes a 32% increase in monthly premiums. As a result, the MCHD asked its broker, One Digital, to shop for other plan coverage for comparison. In the meantime, Midkiff checked with County Commissioner Shannon Miller to see if the MCHD possibly could join the County's medical plan, if needed, for cost-effectiveness. Miller referred her to the Schwendeman Agency. Jennifer White at the Schwendeman Agency told Midkiff she needed permission from the Board of County Commissioners to inquire with the

underwriter of the County's Medical Mutual medical plan about adding covered MCHD employees, especially since this would occur mid-year. (The County Plan renews in August.) Midkiff emailed the County Commissioners to see if they would grant Ms. White permission. The MCHD is awaiting a response. There will be more discussion during the April BOH Meeting.

The MCHD submitted its first, required annual report to the Public Health Accreditation Board on March 13th.

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 below the five-year average. Finally, the MCHD Director of Nursing Leanne Cunningham has been working with a county resident diagnosed with ocular Tb, who presently has been left legally blind from her condition. The patient is not infectious, but has many complex life circumstances that have required extensive and time-consuming coordination of services on her behalf including, but not limited to home visits. Some of the associated expenses have been paid for via the Infectious Disease account including, but not limited to employee mileage reimbursement.

Midkiff provided a brief update on the building and request for additional space. After finally speaking with County Commissioner Shannon Miller via telephone, Midkiff was told that the MCHD's request for additional, temporary storage space on the first floor of the Meigs Multi-Purpose Health Center was denied at this time because of other requests for storage space from other county offices until the new facility is constructed on the site of the former Veterans Memorial Hospital site. This construction is going through the permitting process at the state level per Miller. The roof of the Meigs Multi-Purpose Health Center has been patched by County Maintenance Person Ronnie Casto because a new roof will not be constructed until the new "transportation" facility is completed by the same company contracted to do the roof. In the meantime, Rick Walker completed wall repairs and painting in the MCHD entrance and main hallway as well as installing vents in the carport for climate control. Finally, the MCHD awaits an estimate from Reliant Power for the CAT generator repair discussed during the Feb. BOH Meeting to present to the County Commissioners. After Midkiff shared comments made by County Commissioner Miller about the impending need for generator repair, it was decided to gain other estimates to facilitate approval.

The ODH released a solicitation for FY 23 Public Health Workforce funding, which is a five-year award beginning 7/1/23 through 11/30/27. Meigs County is slated to receive a total of \$360,000, thus, the MCHD submitted its Notice of Intent to Apply before the imposed deadline of March 10th. The application is due April 17th and will be compiled by Barr and Midkiff. Different ideas for the funding are being considered to recruit, hire, retain a diverse workforce reflective of the population served. Since the MCHD has already had to advance funds to all its current reimbursable ODH grants and because ODH has not remitted payments to the MCHD since Oct. for the Maternal and Child Health Program and Nov. for WIC until recently, Midkiff read verbatim the following from the solicitation to the Membership: *The subrecipient agency must be prepared to support the costs of operating the program in the event of a delay in grant payments.* There is assumed fiscal liability when accepting grant funding. In conclusion, Midkiff advised that ODH did extend FY 22 Public Health Workforce Funding from 6/30/23 to 12/31/23. A budget revision likely will be necessitated.

Miscellaneous Business:

Upcoming events include the March 15 Staff Meeting from 8:15-10AM; Get Healthy Meigs! Meeting – March 16 at 10:30AM at MCJFS; District Advisory Council Meeting - March 23 at 6PM at Rutland Bottle Gas Building on Fairgrounds

Adjournment:

The next BOH Meeting will take place on 4/11/23 at 5:00 PM in the conference room of the MCHD.

With no further business to discuss, the meeting adjourned at 6:38PM with a motion by Weber.

Marc Barr, MS
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 3/14/23 meeting minutes.)