



Public Health
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MEIGS COUNTY HEALTH DEPARTMENT

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**Board of Health Meeting Minutes
April 11, 2023**

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

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; and BOH Member Pam Patterson. Absent was BOH Member Eric Rock.

Attendees recited the Pledge of Allegiance and Weber offered prayer.

BOH Reorganization:

The District Advisory Council (DAC) reappointed Eric Rock to the BOH for another five-year term during its 3/23/23 convention. Therefore, the BOH needed to reorganize. Patterson made a motion to retain the current slate of officers: Gaul as President and Weber as Vice President; Mansfield seconded the motion. Motion carried unanimously.

Weber and Mansfield submitted their completed annual BOH Self-Assessments at the meeting.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 3/14/23 BOH Meeting Minutes as emailed. Gaul 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 March 2023 fiscal report as presented; payment of March 2023 bills as presented via the expenditure spreadsheet; the March 2023 daily deposit records as submitted to the County Auditor/Treasurer; the March 2023 billing remuneration report. There were no March donations. Gaul made a motion to approve the fiscal items as presented; Patterson seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve retroactively the resignation of part-time WIC Breastfeeding Peer Helper Kaitlynn Snodgrass effective 4PM on 4/4/23. Snodgrass cited a lack of childcare as her main reason for terminating her employment. Gaul made a motion to approve retroactively Snodgrass' resignation; Weber seconded the motion. All were in favor of the motion.

Midkiff sought a motion to approve Amber Thompson's voluntary request for a demotion from full-time WIC Clerk back to part-time WIC Breastfeeding Peer Helper effective when another full-time WIC Clerk is employed. Thompson will receive \$13.53 per hour for a 24-hour bi-weekly pay period (which was the hourly rate she was receiving before her promotion to WIC Clerk in Jan. 2022). Thompson is currently eligible for sick and vacation accrual as a full-time employee. She will forfeit this fringe benefit upon returning to part-time employment. After consulting Clemans-Nelson & Associates about the appropriateness of an immediate accrued vacation leave payout, Midkiff asked the BOH approve Thompson's accrued vacation payout effective the date she returns to part-time employment instead of the date she would opt to terminate employment with the Meigs Co. Health Dept. (MCHD) in the future. Barr and Thompson's immediate supervisor, Sherry Eagle, are in favor of the immediate payout. Weber made a dual motion to approve Thompson's voluntary demotion and accrued vacation payout; Gaul seconded the dual motion. Motion carried unanimously.

Midkiff requested a motion to approve retroactively the following Creating Healthy Communities (CHC) contracts; MOU and shared use agreement (SUA) as emailed for Member review prior to the meeting: CONSTRUCTION CONTRACT FOR McKee Paving LLC and Eastern Local School Track not to exceed \$25,000 effective 5/1/23-12/31/23; CONSTRUCTION CONTRACT FOR LATIA'S SCHOOL FURNISHING AND PLAYGROUNDS AND SOUTHERN LOCAL SCHOOL PLAYGROUND not to exceed \$10,366.35 effective 5/22/23-12/31/23; SUA with Eastern Local for Eastern Local Track effective 3/28/23 until terminated by either party with a 30-day notice; MOU with Eastern Local for Eastern Local Track paving. Mansfield made a motion to approve retroactively the contracts, MOU and SUA as emailed; Weber seconded the motion. All were in favor of the motion.

Environmental Health:

There were five nuisance complaints resulting in investigations in March 2023 including three solid waste inspections and two sewage inspections. There were three dog bites in March 2023.

Barr commended Swatzel and Registered Environmental Health Specialist in Training Elizabeth Fisher for their comprehensive provision of services while the MCHD has been short-staffed in that department since Oct. 2022.

Swatzel exited the meeting at 5:20PM.

Other New Business:

Midkiff solicited a motion to approve the 2023-2026 Meigs County Community Health Assessment (CHA), which was emailed to Members prior to the meeting for review. Midkiff noted that Get Healthy Meigs!, which is the MAPP group that helped formulate the CHA, approved the document during its March 16th meeting. Weber made a motion to approve the 2023-2026 CHA as emailed; Mansfield seconded the motion. Motion carried unanimously.

The MCHD received additional annual subsidy funds from ODH. On March 20th, \$4,063.81 was received followed by \$2,154.70 for the Vital Statistics fee.

Midkiff and Barr asked for input on compiling a Truck Use Policy for the agency's 2021 Ford F250 Pickup. The vehicle was purchased with COVID grant funds primarily to haul trailers or materials needed for emergency response and outreach events. Citing the need to operate the vehicle for routine maintenance purposes, employees have asked to drive the vehicle in lieu of their personal vehicles including to in and out

of county meetings as per the agency's Employee Policy and Procedure Manual. This does not allow the vehicle to be readily available in the event of an emergency. To date, General Funds have been used to purchase fuel and no reimbursement sought from grants who have necessitated use of the vehicle. Midkiff said she would like to have a policy so that she does not get placed in the position of deciding which employees can drive and for what purposes the pickup can be used. Members were asked to think about it and provide suggestions to be included in a policy.

The MCHD's 2022 Annual Report was emailed to the Members prior to the meeting for review. Barr and Midkiff will present the report during the Meigs Co. Chamber of Commerce's April 12th Lunch and Learn at the Blakeslee Center.

The MCHD received its 1st Half Real Estate Tax Collection for Year 2022 in the amount of \$267,905.58 and its Manufactured Mobile Home tax collection in the amount of \$5,589.64.

Old Business:

Midkiff discussed efforts to find alternative choices to the employee Anthem medical insurance renewal (effective May 1st) that was received by the MCHD and includes a 32% increase in monthly premiums. Midkiff engaged the Schwendeman Agency, which manages coverages for and as recommended by the Board of County Commissioners to negotiate with Anthem as well as to shop for other available coverage. Midkiff also asked current broker One Digital to negotiate with Anthem and shop for alternative coverage before switching broker of choice to the Schwendeman Agency. Anthem refused to negotiate for a lower renewal rate because of ongoing medical issues. But Anthem did agree to revise the renewal so the MCHD would only offer one plan instead of two by doing away with the \$2,500 deductible. Meanwhile, Affordable Care Act Plans with Medical Mutual and The Health Plan are options to be considered. More information will be available following this meeting; consequently, Midkiff will keep Members abreast as information becomes available so a decision can be made and retroactively approved during the regular May BOH meeting.

Barr provided an Infectious Disease status update. MCHD Director of Nursing (DON) Leanne Cunningham continues to make home visits and provide patient navigation for a county resident with ocular Tb. Despite minimal local family support and language barriers atop of the blinding effects of the infection, the patient has opted to remain in the County instead of relocating out of state to be near extended family. In addition, there has been an infant botulism diagnosis in a county infant as well as an infant congenital syphilis case.

During a recent electricity outage, the CAT generator that services the Meigs Multi-Purpose Health Center kicked on, but because of a malfunctioning transition switch, failed to provide power to the county commissioner-owned building. Sensaphone notified DON Cunningham about temperature excursions in the vaccine refrigerators and ultra cold freezer. Emergency Response Coordinator Shawn Cunningham made two trips into the facility to manually turn the power on and off. County Commissioner Shannon Miller was notified the following Monday. He stated that the Board of County Commissioners has no available funds to provide or support the expense of the replacement switch/module. There was discussion about whether the MCHD should absorb the cost to have Reliant Power Management complete the work as per estimates previously received. It was noted that local electrician Tony Maxey is scheduled to visit the MCHD sometime this week to assess the situation. Other options were discussed, but the matter was tabled until Maxey's recommendation was available.

The ODH grant application for FY 23 Public Health Workforce (PHWF) funding, which is a five-year award beginning 7/1/23 through 11/30/27 is due on April 17th. Meigs County is slated to receive a total of \$360,000. Barr and Midkiff discussed items that will be included in the MCHD's proposal including, but

not limited to continuing to pay part of Barr's salary from and to continue to fully remunerate Clerical Specialist Josette Heaton with PHWF grant funds.

Miscellaneous Business:

Upcoming events include the April 12 Staff Meeting from 8:15-10AM; May 13 Meigs County Cleanup Day from 9AM-2PM at the fairgrounds.

Attendees were encouraged to pray for MCHD employee Juli Simpson's daughter Mackenzie, who had a recent cancer diagnosis.

Adjournment:

The next BOH Meeting will take place on 5/9/23 at 5:00 PM in the conference room of the MCHD.

With no further business to discuss, the meeting adjourned at 6:23PM with a motion by Mansfield.

Marc Barr, MS
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 4/11/23 meeting minutes.)