



Public Health
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MEIGS COUNTY HEALTH DEPARTMENT

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**Board of Health Meeting Minutes
March 12, 2024**

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

In attendance: Gaul; Administrator Courtney Midkiff; Director of Environmental Health Steve Swatzel; Health Commissioner Marc Barr; BOH Medical Member Wilma Mansfield, MD; BOH Vice President Edna Weber, who entered the meeting at 5:02PM; BOH Member Eric Rock; Accreditation Coordinator Michelle Willard; Medical Director Douglas Hunter, MD. Absent was BOH Member Pam Patterson. Virtual guest was Dr. Allison Ricket of the Ohio University (OU) Voinovich School of Leadership & Public Service.

Attendees recited the Pledge of Allegiance and Midkiff offered prayer.

Guest Presentation:

Dr. Ricket, who joined the meeting virtually, discussed the proposal and scope of work social return on investment analysis from OU's Voinovich School of Leadership and Public Service. She described what a Social Return on Investment (SROI) entailed and explained its origins and history as well as OU's experience with SROI and examples of work completed on behalf of local and regional organizations. Dr. Ricket is accredited by Social Value International, which is a global network of practitioners and organizations that aims to change the way the world accounts for value. She demonstrated a computerized SROI calculator that will be customized for the Meigs County Health Dept.'s (MCHD) use as a result of the work. After answering attendee questions, Dr. Ricket disconnected from the meeting at 5:30PM. After additional discussion including input from Willard, Midkiff and Barr, members concurred that this comprehensive program evaluation would be beneficial to the MCHD not only for accreditation but also with stakeholder engagement and future planning efforts. Rock made a motion to approve the proposal and scope of work social return on investment analysis from OU's Voinovich School of Leadership and Public Service in the amount of \$25,000; Mansfield seconded the motion. Motion carried unanimously.

Other New Business:

The 2024 Public Health Accreditation Board (PHAB) Annual Report Submission Summary was discussed with the Membership. The document was emailed prior to the meeting for Member review. The MCHD Strategic Plan was featured in the report. The 2024 Meigs County Annual Report was approved; meanwhile, PHAB stated: *While it does appear that participation from various levels of staff met the minimum requirements, this example could be strengthened to really show how various levels of staff were*

engaged throughout the strategic planning process to really drive home how the processes fostered transparency and promoted shared ownership of the strategic plan and priorities among all staff. The next annual report is due by or before 3/31/25.

After the Membership expressed its appreciation for her input and work, Willard exited the meeting at 5:43PM.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 2/13/24 BOH Meeting Minutes as emailed prior to the meeting for Member review. Mansfield made a motion to approve the document as emailed; Gaul seconded the motion. All were in favor of the motion.

New Business:

Midkiff requested a motion to approve the Feb. 2024 BOH Fiscal Report; payment of BOH monthly bills as presented via spreadsheet including a Then and Now Certificate; the Feb. 2024 daily deposits to the Auditor's Office; Feb. 2024 billing remuneration report; increase of an original appropriation in T055T07 (WIC severance) from \$477.82 to \$1,033.84; transfer funds in the amount of \$556.02 from T055T01 (WIC salaries) to T055T07 (WIC severance); convert \$2,077.35 advance (S000S31) to a transfer (S000S26) to T064T02 (PHEP FY 23 – grant overspent); establish new line item T067T05 (FY 23 CHC advances), make an original appropriation of \$23,000 into T067T05 and make an advance of \$23,000 from T067T05 to S000S31 (General Fund Advances). There were no Feb. 2024 donations. Gaul made a motion to approve the fiscal reports and items as emailed or presented; Mansfield seconded the motion. Motion carried unanimously.

Midkiff solicited a motion to approve retroactively a MOU with the Mid-Ohio Valley Health Dept. to provide material and/or staff to assist the local requesting health dept. to respond during emergencies in which local resources are overwhelmed. The document was emailed to Members prior to the meeting for review. Gaul made a motion to approve retroactively the MOU as emailed; Weber seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve retroactively the Meigs County District BOH 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, 2023 prepared by and submitted into the Auditor of State Hinkle System by Charles E. Harris & Associates. The report was emailed to Members prior to the meeting for review. Rock made a motion to approve retroactively the report as emailed; Gaul seconded the motion. All were in favor of the motion. Midkiff relayed that the availability of the report for public review was published as required in local newspaper River Cities News. It is also posted on www.meigs-health.com. Midkiff beseeched a motion to have Charles E. Harris & Associates compile and submit the 2024 report. Rock made a motion to approve this expense; Mansfield seconded the motion. Motion carried unanimously.

Midkiff requested a motion to approve the revised MCHD Student Internship Policy as emailed prior to the meeting for Member review. Weber made a motion to approve the revised policy as emailed; Rock seconded the motion. All were in favor of the motion.

Midkiff sought a motion to approve retroactively the custodial contract termination by independent contractor Brenda Long effective 2/29/24. Long obtained employment elsewhere. Weber made a motion to approve retroactively the contract termination; Mansfield seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve retroactively a custodial contract with Stacey Cleland effective 3/1/24. The contract was emailed to Members prior to the meeting for review. Rock made a motion to approve retroactively the contract as emailed; Mansfield seconded the motion. All were in favor of the motion.

Environmental Health:

In Feb. 2024, there were six nuisance complaints resulting in two sewage and four solid waste investigations. There were two animal bites investigated in Feb. 2024 involving one dog and one cat.

The MCHD again is partnering with Rural Action to promote household sewage treatment system maintenance. A “Septic Social” will be held on April 3rd at 6PM at the Meigs County District Public Library (Pomeroy Branch). Depending upon the number of attendees, participants have a chance to be entered into a drawing for a \$400 voucher to be used for system maintenance or to receive a voucher (one per household represented if 15 or less households are in attendance).

Swatzel noted that owners of the shuttered Karrten Construction and Demolition Debris Landfill: Wes Karr and Chris Tenoglia may be in attendance at the April 9th regular BOH Meeting for a hearing, if they fail to meet OEPA five-year closure requirements. The owners recently had 37,800 gallons of leachate pumped from the tank. A report compiled by an engineer that satisfies all of OEPA’s requirements must be submitted to the MCHD. The BOH will decide if post-closure requirements have been met and, if so, can release the facility from further inspection. During the hearing if the BOH determines the requirements are not met, it can order the owners to continue their post-closure period. Swatzel relayed that he has requested an OEPA representative to attend the hearing.

Old Business:

Barr provided the Meigs County Infectious Disease Update. Barr noted that there was a decrease in COVID 19 cases with 70 reported in Feb. Eight Meigs residents of various ages were hospitalized with influenza in Feb. One HIV positive case was reported within the County in Feb. Barr reminded attendees that the monthly infectious disease reports are available at www.meigs-health.com. In addition, Barr announced that CDC recently updated its isolation guidance for those experiencing respiratory illness.

Midkiff provided a brief building update. 1. After Midkiff, Swatzel and Director of Nursing Leanne Cunningham attended the Feb. 15th Meigs County Board of County Commissioner Meeting, the County Commissioners agreed to reimburse the MCHD’s for its monthly Ooma phone service in lieu of reimbursing the MCHD for custodial contract services in order to adhere to provisions in the ORC. Reimbursement for Feb. phone services was requested and received from the County Commissioners. 2. The County Commissioners upon the MCHD’s request asked Salisbury Township to fill in the low spot on the former Veterans Memorial Hospital site on which the MCHD parks the trailer for scrap tire disposal and the Ohio State University mobile lung screening unit. The Township complied with the request. 3. The CAT generator transfer switch repair that was scheduled for Feb. 19th: Presidents’ Day Holiday was unable to be completed due to a personal scheduling conflict with the electrician utilized by Reliant Power Management

(RPM). AEP was available that day, but the electrician was not so he cancelled the service call. The repair is tentatively rescheduled for Sat., March 23rd. AEP charges a fee for a Saturday service call, which, after negotiation with RPM owner Don Cook, will be absorbed by RPM since it has taken months to get the job done. 4. Former office Room 243 (now known as Shot Room #2) recently was painted by Leanne Cunningham during business hours. 5. Advance Seamless Gutter and Roofing installed gutters on the MCHD's carport on March 5th for \$1,528. 6. Upon suggestion of electrician Tony Maxey, the MCHD contacted AEP to see about getting electricity to the carport for lighting purposes. AEP visited the site to assess the job. Swatzel will follow up with AEP.

Miscellaneous Business:

Upcoming events/closures include the March 13th Staff Meeting from 8:15-10AM and 2024 District Advisory Council Meeting on March 26th at 6PM at the Rutland Bottle Gas Building on the Meigs Co. Fairgrounds. Midkiff asked Members who planned to attend to let her know so she could give the caterer an accurate meal count.

Midkiff announced that she scheduled the MCHD F250 pickup for a corrosion control application via Krown on May 3rd at 9AM when the company visits the Meigs Co. Highway Dept. to treat its vehicles. The cost is \$185. The last application to the MCHD pickup was May 2021.

Adjournment:

The next BOH Meeting will take place on 4/9/24 at 5:00 PM in the conference room of the MCHD.

With no further business to discuss, the meeting adjourned at 6:11 PM with a motion by Rock.

Marc Barr, MS
Health Commissioner

(Administrator Courtney C. Midkiff, BSC transcribed the 3/12/24 meeting minutes.)

