
Board of Health Meeting Minutes Jan. 14, 2025

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

In attendance: Gaul; Administrator Courtney Midkiff; Health Commissioner Marc Barr; Director of Environmental Health Steve Swatzel; BOH Medical Member Wilma Mansfield, MD; BOH Vice President Edna Weber; BOH Member Pam Patterson. Guest was Ernest Cross. Absent was BOH Member Eric Rock.

Attendees recited the Pledge of Allegiance and Weber offered prayer.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 12/10/24 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 Nov. and Dec. BOH Fiscal Reports; payment of BOH monthly bills as presented via spreadsheet including Then and Now Certificates; the Dec. 2024 daily deposits to the Auditor's Office; Dec. 2024 donations in the amount of \$100; Dec. billing remuneration report and Encumbrances. Gaul made the motion to approve the fiscal items; Weber seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve retroactively a License Agreement with OhioHealth Corp. effective 1/1/25 – 1/1/26, which was signed by Midkiff and Meigs County Commissioner Zach Manuel. The document was emailed to Members prior to the meeting for review upon which Mansfield noted an error in Article 3: Rent. The agreement should state Meigs County not Noble County, which is also participating in OhioHealth's Wellness on Wheels Program. Weber made a motion to approve retroactively the agreement as revised; Patterson seconded the motion. All were in favor of the motion.

Midkiff solicited a dual motion to approve retroactively the resignation of full-time public health nurse (PHN) Jessica Davis effective 1/7/25 at 12:49AM (to accept employment elsewhere) and Davis' accrued vacation payout as per the Meigs Co. Health Dept. (MCHD) Employee Policy and Procedure Manual. Davis, who was employed on 9/30/24, was unable to provide the MCHD with a two-week notice. Gaul made a dual motion to approve retroactively Davis resignation and vacation payout; Weber seconded the motion. Motion carried unanimously.

Midkiff beseeched a motion to approve retroactively a Memorandum of Agreement (MOA) with Holzer Health System for Holzer's HRSA Rural Health Care Services Outreach Program grant application effective 1/8/25. The MOA was emailed to Members prior to the meeting for review. Patterson made a motion to approve retroactively the MOA as emailed; Weber seconded the motion. All were in favor of the motion.

Midkiff requested a motion to approve the MCHD's revised HIPAA Policy as emailed prior to the meeting for Member review. Weber made a motion to approve the revised policy as emailed; Mansfield seconded the motion. Motion carried unanimously.

Environmental Health:

In Dec. 2024, there were three nuisance complaints resulting in one food service inspection; one solid/hazardous waste investigation and one bed bug investigation. There were five animal bites investigated in Dec. 2024 involving four dogs and one cat.

There were two WPCLF projects out for bid: 1. 30996 SR 325 in Langsville (repair – 100% funded), 30299 Loop Road in Rutland (replacement – 100% funded), 35416 Loop Road in Rutland (replacement – 85% funded) 2. 53827 SR 681 Reedsville (replacement – 50% funded), 30675 Trouble Creek Rd in Portland (replacement – 100% funded). Swatzel noted that bids were solicited from 30 registered installers with only one installer: Dais Septic Service submitting complete bids as follows: Project 1 = \$29,633 and Project 2 = \$24,108. Gaul made a motion to approve the bid for Project 1; Patterson seconded the motion. All were in favor of the motion. Gaul made a motion to approve the bid for Project 2; Manfield seconded the motion. Motion carried unanimously. Cross exited the meeting at 5:14PM after WPCLF Project 1, which included a repair of his mother's household sewage treatment system, was approved. He expressed appreciation for the funding assistance.

It was noted that the MCHD is awaiting written results from OEPA for Meigs County's Solid Waste Survey (December 6, 2022, and January 18, 2024). During a virtual meeting on Jan. 8th (which was attended by Swatzel, Barr, Midkiff and County Prosecutor James Stanley as well as numerous OEPA representatives), the MCHD was informed that OEPA finds it is not in substantial compliance with the requirements for remaining on the director's list of health districts authorized to administer and enforce Ohio's solid and infectious waste and C&DD laws and rules in accordance with ORC Sections 3734.08 and 3714.09. The facilities involved include the Karrten CD&D Landfill and the Meigs County Landfill. OEPA verbally shared steps the MCHD can take to demonstrate compliance with program requirements during the meeting, which include monthly inspections of both facilities and issuance of written notices of violations as identified. Discussion ensued. The MCHD's response will be decided upon receipt of the written survey results.

The MCHD received the written results from ODH's survey of its public pool inspection program. The results were positive.

Swatzel reported that the ODA will conduct a three-year survey of the MCHD's Retail Food Establishment Inspection Program beginning Feb. 24th.

Other New Business:

Midkiff announced that the Annual District Advisory Council Meeting is scheduled for March 25th beginning at 6PM in the cafeteria of Meigs High School. The Rutland Bottle Gas Building located on the Meigs County Fairgrounds was not available for use for this year's meeting. The guest speaker will be Kelli Schoen of Ohio University's Voinovich School. She will discuss available results from the MCHD's Social Return on Investment. Midkiff asked for a motion to approve meals for the event via Broken Bread Catering at \$16 per person. Gaul made a motion to approve the catering expense; Patterson seconded the motion. All were in favor of the motion.

Midkiff advised that MCHD Medical Director Douglas Hunter, MD has submitted in writing his intent to terminate his contract effective 6/30/25 or before, if possible. Ohio law states the Medical Director must be a licensed MD or DO not a nurse practitioner. Morgan Gordon, DO has expressed interest in becoming the MCHD's contract Medical Director. MCHD Director of Nursing Leanne Cunningham is in the process of getting Dr. Gordon on-boarded with Medicaid, Medicare, commercial insurances, etc. Meanwhile, the MCHD will need to secure the services of a Backup Medical Director via a MOU (no compensation). Dr. Gordon is the current MCHD Backup Medical Director. Midkiff emailed Holzer Meigs Clinic Manager Patsy Imboden to see if any Holzer physicians would be interested in the position with no response to date.

Old Business:

Barr, Midkiff and WIC Director Sherry Eagle interviewed two candidates for the available part-time WIC Breastfeeding Peer position one of which mistakenly assumed the duties could be performed after her full-time job in the evening and on weekends so she was eliminated from consideration. Applications are still being accepted. Meanwhile, the MCHD has advertised for a full-time PHN (LPN, RN or BSN) to replace Jessica Davis. Cunningham has received some inquiries, but no applications to date.

Infectious Disease Update:

Barr relayed that the MCHD is still awaiting receipt of the Dec. 2024 Meigs County Infectious Disease Report from Regional Epidemiologist Nathan Christian. It will be posted at www.meigs-health.com when available.

Building Update:

The CAT generator that serves the Meigs Multi-Purpose Health Center in which the MCHD is located necessitated the following performed by Don Cooke of Reliant Power Management: *Troubleshoot/repair for low water temperature fault on main generator. Discovered burned wiring in control panel. Repaired wiring connection. Checked fluid levels. Test ran. Returned to standby operation.* The \$500 expense was paid for by building owners: the Board of Meigs County Commissioners.

Miscellaneous Business:

Upcoming events/closures include the Staff Meeting on Jan. 15th from 8:15-10AM; Get Healthy Meigs! Meeting on Jan. 16th from 10:30-noon at MCJFS and Martin Luther King, Jr. holiday closure on Jan. 20th.



Meigs County Health Department
112 E. Memorial Dr., Suite A
Pomeroy, Ohio 45769
P: (740) 992-6626 F: (740) 992-0836
www.meigs-health.com



The next BOH Meeting will take place on 2/11/25 at 5:00 PM in the conference room of the MCHD.

With no further business to discuss, the meeting adjourned at 5:49PM with a motion by Weber.

Marc Barr, MS
Health Commissioner

(Midkiff transcribed the 1/14/25 BOH Meeting Minutes.)