
Board of Health Meeting Minutes Nov. 18, 2025

Board of Health (BOH) Vice President Edna Weber called the convention to order at 5:07PM after BOH President Eric Rock had to step out of the conference room to take a personal telephone call.

In attendance: Weber; Rock; Administrator Courtney Midkiff; Health Commissioner Marc Barr; Director of Environmental Health Steve Swatzel; BOH Medical Member Wilma Mansfield, MD; BOH Member Roger Gaul; BOH Member Pam Patterson.

Attendees recited the Pledge of Allegiance and Midkiff offered prayer.

Midkiff presented Weber with a card signed by the Meigs County Health Dept (MCHD) staff and BOH congratulating her on her recent retirement from the Farmers Bank. Weber, who expressed appreciation for the sentiments, indicated she is enjoying her retirement to date.

Rock re-entered the conference room.

Approval of Meeting Minutes:

Midkiff beseeched a motion to approve the 10/14/25 BOH Meeting Minutes as emailed prior to the meeting for Member review. Mansfield pointed out a typo then made a motion to approve the document with the corrected word; Rock seconded the motion. All were in favor of the motion.

New Business:

Midkiff requested a motion to approve the Oct. BOH Fiscal Report; payment of BOH monthly bills as presented via spreadsheet; the Oct. 2025 daily deposits to the Auditor's Office; Oct. billing remuneration report; an appropriation adjustment for S000S23 (Burial Permits) increase by \$275; an appropriation adjustment for S000S51 increase by \$150; appropriation adjustments to increase S000S55 (WPCLF)- \$14,654.50; S000S56 (Mosquito Control) - \$494.27; S100S02 (Sanitarian) - \$1,200.00. There were no Oct. 2025 donations. Rock made a motion to approve the fiscal items as presented; Patterson seconded the motion. Motion carried unanimously.

Midkiff asked for a motion to approve the HDIS Environmental, Community & Public Health, VS, and Management Modules Software Maintenance and Support Agreement with the Baldwin Group effective 1/1/26-12/31/26 in the amount of \$2,635. There was an increase of \$130 from 2025. The document was emailed to Members prior to the meeting for review. Patterson made a motion to approve the agreement as emailed; Weber seconded the motion. All were in favor of the motion.

Midkiff solicited a motion to approve retroactively the 2026 Falls Prevention Contract Agreement with Washington Co. Health Dept. effective 11/1/25-9/30/26 in the amount of \$500. The contract was emailed to Members prior to the meeting for review. Rock made a motion to approve retroactively the contract as emailed; Weber seconded the motion. Motion carried unanimously.

Environmental Health:

In Oct. 2025, there were four nuisance complaints resulting in one sewage inspection; two solid waste investigations and one food service inspection. There were five animal bites investigated in Oct. 2025 involving three dogs and two cats.

Swatzel relayed that OEPA has yet to issue a permit to Chris Tenoglia and Wes Karr, owners of Karrten C&DD Landfill, for installation of a wetland to abate leaking leachate. He visited the shuttered facility on Nov. 4 while weekly leachate pumping was being done by Dais Septic Services. He stated that leachate was not overflowing at the time of his inspection. Swatzel noted that he again provided OEPA upon request with copies of letters (including MCHD inspection dates) that the MCHD has issued to Karr and Tenoglia. Meanwhile, the MCHD has had no updates from the Board of County Commissioners about efforts to abate the nuisance at the closed Meigs County Landfill.

There was discussion about the future of the MCHD's involvement with the OEPA Solid Waste Inspection Program. The MCHD currently inspects the Meigs Transfer Facility four times per year for which it is reimbursed with \$750. The MCHD also inspects the shuttered Karrten C&DD Facility and the Meigs County Landfill and open dump sites along roadways with no compensation. The MCHD would inspect the C&DD processing site owned by Chris Hutton in Rutland if it was operational. If the MCHD chooses to relinquish the program to OEPA, OEPA would be required to do these inspections while the MCHD would continue to investigate local nuisance complaints. Swatzel advised that OEPA has a hotline via which the public can report complaints. Surrounding local health departments that have already relinquished the program include Vinton and Jackson. To relinquish the program to OEPA effective 1/1/26, the BOH would need to approve a resolution during its Dec. 9 regular meeting which would be sent to OEPA accompanied by a letter from Barr. This would remove the MCHD from OEPA's approved list of inspecting local health departments. The matter was tabled with no formal action being taken.

The second reading of the 2026 proposed MCHD Environmental Health Fees (local fees only) took place. There have been no changes since the first reading. Swatzel advised that contractors and pool operators who would be affected by proposed fee increases were notified about the proposed increases via USPS mail. A public meeting will take place on Dec. 9 at 5PM during the regular BOH monthly meeting before the third and final reading. This public meeting was advertised twice via the WV News. Rock made a motion to approve the second reading of the 2026 proposed MCHD Environmental Health Fees (local fees only); Mansfield seconded the motion; Patterson abstained. Motion carried.

A resolution approving a .50 per tire disposal fee during the 2026 Meigs County Cleanup Day was emailed to the Members prior to the meeting for review. This resolution is needed for the MCHD's application for the 2026 OEPA Litter Control Grant due Dec. 5. Weber made a motion to approve the resolution; Mansfield seconded the motion. All were in favor of the motion. If funding is awarded, the event is tentatively scheduled for 5/9/26 at the Meigs Co Fairgrounds.

Swatzel, Barr and Midkiff have interviewed two candidates for the available position of Registered Environmental Health Specialist in Training REHSIT). Neither candidate is presently a REHSIT. One candidate is more likely to have the State-mandated college course credits to become registered and has more applicable work experience than the other. The MCHD likely will extend an offer of employment later this week.

Other New Business:

Midkiff and Barr discussed issues associated with the WIC Program. With the 40+ day Federal government shutdown, Ohio was prepared to provide funding to WIC into Dec. There was some concern about potential lay-offs if the shutdown did not have a timely ending. Meanwhile, the MCHD postponed employment interviews for the available part-time WIC Clerk position because of funding concerns, but will likely interview eligible candidates who submitted complete applications next week.

Midkiff mentioned that a neighboring local health department was adding Dec. 26th to its 2025 Holiday Schedule because it fell on a Friday. The MCHD observes Dec. 24-25 with closures. After discussion, the Membership concurred not to grant an additional holiday on Dec. 26 because of the other ample closures and amount of accrued vacation time allotted to employees.

Midkiff emailed the Membership two technical and cost proposals submitted by IPAs in response to the AOS Request for Proposals for audit services for the Miscellaneous Pool (including the MCHD) for the period of Jan. 1, 2024-Dec. 31, 2029. The proposals were submitted by Charles E. Harris & Associates and Perry & Associates. As per an email from the AOS, *...the public office now has the opportunity to award 3 "Client Preference Points" to the technical and cost scores awarded by the AOS. The public office may use any methodology they determine appropriate to evaluate the proposals received to award these points. The maximum of 3 (adjust based on Tier) points may be award to only one firm; 2, 1 or zero points may be awarded to the remaining firms' scores without limitation (OK to give two 2's, three 1's, all zero and so on). Please e-mail Cassie Jeffers at Southeast_IPA@ohioauditor.gov by November 21, 2025 to indicate your preference points for each firm. If no information is received by this date, we will record a zero score in the "Client Preference Points" for all firms and move forward with the process. Ultimately, IPA selection will be determined by the AOS based on the total scores. The AOS selection is final and all contracts will be prepared by the AOS, to be executed by the IPA, Public Office and AOS.* Midkiff noted that the proposal from Charles E. Harris & Associate was \$1,668 more than the one from Perry & Associates, but that the MCHD was familiar with Charles E. Harris & Associates staff and the firm's software used to upload documents for review. After discussion, the Membership concurred that the MCHD should award all its preference points to Charles E. Harris & Associates.

Old Business:

The MCHD's five-year, one-mil renewal levy was approved by the majority of Meigs County voters who participated in the Nov. 4 General Election. There was discussion about continued efforts to secure future votes from the 2,000 residents who voted against the levy. Barr noted that the MCHD's continued

use of the Social Return on Investment calculator provided by Ohio University Voinovich School should help make the case that support for public health is the fiscally responsible choice. Other topics discussed were impending legislation about collection/use of property taxes and potential strategies for cost-savings.

The mini food giveaway schedule for Nov. 25 from 10AM-1PM at the MCHD in conjunction with the Southeast Ohio Food Bank and OhioHealth's Wellness on Wheels has become a full, drive-thru food giveaway and moved to the Meigs County Fairgrounds to accommodate expanded logistics. The State of Ohio provided additional funding to the food bank since residents' SNAP benefits were held up by the Federal government shutdown. Those who need assistance have to pre-register. Swatzel and Shawn Cunningham likely will represent the MCHD at the event. There is some concern on the MCHD's behalf about people coming to the MCHD upset since it was the original location advertised.

Midkiff reported that the MRC STTRONG Grant (of which the MCHD was a sub-contracted via the Ross County General Health District) ended on Oct. 24. The MCHD expended all but \$188.81 of the \$9,100.84 allotted to it. The majority of the funding was for time and efforts of PHEP Coordinator/ERC Shawn Cunningham, thus, saving PHEP grant funds for other allowable expenses.

Midkiff provided an update on mobile medication assisted treatment services proposed by Anchor and the State of Ohio to be introduced in Meigs County. To date, Anchor has not secured a location within the County to situate its mobile several days during the week. According to Robin Harris, Executive Director of the GJMADAMH Board, the Board of Meigs County Commissioners told her that it had no appetite to host the Anchor unit on County property at this time.

Midkiff provided an update on Holzer's Maternal Health Outreach Program. Holzer was awarded funding via HRSA and wants to subcontract with the MCHD, which would receive \$25,000 annually for four years. The MCHD has not been given a contract to review including terms of liability. The workgroup met Nov. 17 and is trying to establish workplans including roles and outreach duties for CHWs and PHNs; use of evidence-based models; establishing criteria for a home visiting program and best practices. Gallia County Health Dept has assigned an employed BSN to provide services on its behalf and Jackson County Health Dept has assigned an employed CHW to provide services on its behalf. The MCHD has no existing staff member who can provide these services. Therefore, it likely would have to contract with either a CHW or a registered nurse (LPN, RN or BSN). After discussion, it was determined that there currently is not sufficient information to advertise to contract for the services of either a CHW or a nurse. Midkiff and Director of Nursing Leanne Cunningham will continue to serve on the Holzer workgroup in the meantime.

Gaul and Swatzel exited the meeting at 6:29PM.

Infectious Disease Update:

The Oct. 2025 Meigs County Infectious Disease Report as compiled by Regional Epidemiologist Nathan Christian can be reviewed at www.meigs-health.com. Barr provided the following data on the amount of flu and COVID vaccines administered by the MCHD as of Nov. 17: 205 flu shots and 79 COVID vaccines have been given this respiratory season. He also noted that cases of Hand, Foot and Mouth Disease have decreased in the County's educational districts.

Building Update:

Midkiff relayed that the MCHD roof is leaking in Room 203: Storage Room. According to County Maintenance, it has been leaking for awhile and the leak has been exasperated by recent heavy rain. That area of the roof will be patched during a dry day.

Miscellaneous Business:

Upcoming events/closures include the Staff Meeting on Nov. 19 from 8:15-10AM; Holiday Closures on Nov. 27-28; Last Day for 2025 bills is Dec. 9; Staff Christmas Party on Dec. 10 from noon-4PM at the Meigs Golf Course; Encumbrance Due Date is Dec. 16.

The next BOH Meeting will take place on 12/9/25 at 5:00 PM in the conference room of the MCHD.

With no further business to discuss, the meeting adjourned at 6:43PM with a motion by Rock.

Marc Barr, MS
Health Commissioner

(Midkiff transcribed the 11/18/25 BOH Meeting Minutes.)



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

