

## Coshocton Public Health District

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## Board of Health Minutes

January 19, 2023

The Board of Health for the Coshocton Public Health District met in regular session on Thursday, January 19, 2023 in the County Services Building. Board members present included Scott Limburg; Don Wells; Linda Weber; and Dr. Jeff Poland DVM. Staff members attending were Steve Lonsinger, Health Commissioner; Cindy Hilbish, Zach Fanning, Jessica Bricker and Tammy Smith. Present as a public attendee was Jackie Buchanan. Board members absent was Robert Gwinn DO

**Roll Call** – Mr. Limburg called the meeting to order at 5:30 pm.

**Executive Session** – Ms. Weber moved and Dr. Poland seconded a motion to enter into executive session to discuss personnel and hiring. Time was 5:31 pm.  
The Board returned to open meeting at 5:52 pm. No business actions transpired during executive session.

**Minutes** – Dr. Poland moved and Ms. Weber seconded a motion to approve the minutes of the December 15, 2022 Board Meeting - Roll call was unanimous – motion carried

Ms. Weber moved and Dr. Poland seconded a motion to approve the minutes of the January 2, 2023 Special Meeting as amended – Roll call was unanimous – motion carried

**Detailed Trial Balance** – Mr. Wells moved and Dr. Poland seconded a motion to table the Detail Trial Balance. Roll call was unanimous – motion carried

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**Resolution 2023-05** – Mr. Wells moved and Ms. Weber seconded a motion to approve resolution 2023-05, Paying Current Expenses. Roll call was unanimous – motion carried

019-0100	Maternal and Child Health	2,269.30
020-0100	District Health	5,235.50
020-0500	Enhanced Operations	20,467.23
020-0600	Vaccine Needs Assessment	.00
020-0700	Vaccine Equity	.00
020-0800	Workforce Development Grant	.00
020-0900	COVID 19 Vaccinations – CN22	143.03
021-0100	Swimming Pools	.00
022-0100	WIC	.00
024-0100	Private Water	3,004.00
025-0100	Construction & Demolition Debris	8.50
026-0100	Campgrounds	.00
028-0100	Food Service & Retail Food Establishments	128.69
130-0100	Solid Waste – CFLP Grant	78.48
130-0200	Solid Waste – Non Grant	30,000.00
131-0100	Household Sewage Treatment Systems	1,589.00
132-0100	Public Health Emergency Preparedness	.00
	<b>Total</b>	<b>62,923.73</b>

**Resolution 2023-06** – Dr. Poland moved and Ms. Weber seconded a motion to approve Resolution 2023-06, to transfer funds in CN22. Roll call was unanimous – motion carried

From	020-0900-5260.00 Contracts	To	020-0900-5200.00 Supplies	1,000.00
			<b>Total</b>	<b>1,000.00</b>

**Resolution 2023-07** – Ms. Weber moved and Mr. Wells seconded a motion to approve Resolution 2023-07, Additional Appropriations in Vaccine Equity. Roll call was unanimous – motion carried

Unappropriated Funds	To	Other Expenses	020-0700-5200.00	35,525.00
			<b>Total</b>	<b>35,525.00</b>

**Resolution 2023-08** – Ms. Weber moved and Mr. Wells seconded a motion to approve Resolution 2023-08, Additional Appropriation in Vaccine Needs. Roll call was unanimous – motion carried

Unappropriated Funds	To	Other Expenses	020-0600-5200.00	13,879.84
Unappropriated Funds	To	Equipment	020-0600-5210.00	5,000.00
			<b>Total</b>	<b>18,879.84</b>

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**Resolution 2023-09** – Mr. Wells moved and Dr. Poland seconded a motion to approve resolution 2023-09, to transfer funds in Workforce Development Fund. Roll call was unanimous – motion carried

020-0800-5113.00	WFD Insurance	To	020-0800-5210.00	WFD Equipment	7,500.00
020-0800-5113.00	WFD Insurance	To	020-0800-5200.00	WFD Supplies	5,000.00
				TOTAL	12,500.00

**Environmental** – Zach Fanning gave an update on a Tunnel Hill Complaint and reported there will be a septic system going in next week and all requirements are taken care of. Zach also reported new permits are continuing to come in.

**Public Health Nurse** – Tammy Smith reported BCMH needs to start new applications forms to complete merge with City. Tammy also reported the Coshocton Public Health District will be starting to provide allergy shots and will start to offer lab work when the move to the new building is complete.

**Health Educator** – Ms. Weber moved and Dr. Poland seconded a motion to approve the NACCHO contract allowing Coshocton Public Health District to receive a grant to supply funds for a wellness app and website.

**Accreditation/Fiscal** – Jessica Bricker reported she has been completing a lot of end-of-year and beginning-of-year reports for the department and yearly information for County Auditor. Jessica also reported she has been working on requests from the State Auditor as well.

Jessica reports that we may re-apply for accreditation at any point now that the Coshocton County Health Department and Coshocton City Health Department has merged.

Ms. Weber moved and Dr. Poland seconded a motion to re-apply for accreditation. Roll call was unanimous – motion carried.

**Health Commissioner's Report** – Steve Lonsinger reported the new building should have the new doors Monday or Tuesday of next week and will be a week to install. The flooring in the Health Department side is mostly complete and should be able to move in after they clean up.

Steve also reported he is looking into program software for merging City and County into HDIS as well as other licensing.

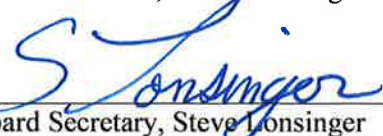
**Adjourn** – Ms. Weber moved and Dr. Poland seconded a motion to adjourn. Vote was unanimous. Time was 6:22 pm.



Board President, Scott Limburg

2-16-2023

Date



Board Secretary, Steve Lonsinger

2-16-23

Date