

Board of Health

Minutes

August 17, 2023

Coshocton Public Health District

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The Board of Health for the Coshocton Public Health District met in regular session on Thursday, August 17, 2023 in the Community Room at 637 Chestnut St. Board members present included Don Wells; Dr. Jeff Poland, and Dr. Stephanie Richcreek. Staff members attending were Steve Lonsinger, Health Commissioner; Kim Arden, Brittany Taylor, Zach Fanning, Stephanie Slifko, and Tammy Smith. Present as a public attendee was Jackie Buchanan.

Roll Call – Board Vice President, Mr. Wells, called the meeting to order at 5:30 pm. Board members present were: Mr. Wells, Dr. Richcreek and Dr. Poland. Member, Mrs. Weber was absent. One seat on the Board remained vacant.

Minutes – Dr. Poland moved and Dr. Richcreek seconded a motion to approve the minutes of the July 20, 2023 regular Board Meeting - Roll call was unanimous. Motion carried

Detailed Trial Balance – Dr. Poland moved and Dr. Richcreek seconded a motion to accept the Detailed Trial Balance for the month ended July 31, 2023. Roll call was unanimous. Motion carried

Resolution 2023-40 - Dr. Richcreek moved and Dr. Poland seconded a motion to approve Resolution 2023-40, a resolution to pay current expenses. Roll call was unanimous. Motion carried

019-0100	Maternal and Child Health	2,849.92
020-0100	District Health	6,730.66
020-0500	Enhanced Operations	
020-0600	Vaccine Needs Assessment	
020-0700	Vaccine Equity	
020-0800	Workforce Development Grant	1,152.78
020-0900	COVID 19 Vaccinations – CN22	
021-0100	Swimming Pools	1,045.00
022-0100	WIC	942.74
024-0100	Private Water	465.04
025-0100	Construction & Demolition Debris	
026-0100	Campgrounds	
028-0100	Food Service & Retail Food Establishments	
130-0100	Solid Waste – CFLP Grant	

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130-0200	Solid Waste – Non Grant	
131-0100	Household Sewage Treatment Systems	34,362.85
132-0100	Public Health Emergency Preparedness	2,415.00
	Total	\$49,963.99

Resolution 2023-41 – Dr. Poland moved and Dr. Richcreek seconded a motion to approve Resolution 2023-41, a resolution transferring appropriations within the WIC fund. Roll call was unanimous. Motion carried

From	022-0200-511100 Workers Comp	To	022-0200-520000 Other Direct Costs	\$1,987.32
From	022-0200-5111300 Health/Dental	To	022-0200-54000 Other Expenses	\$1,369.22

Resolution 2023-42 – Dr. Poland moved and Dr. Richcreek seconded a motion to approve Resolution 2023-42, a resolution appropriating additional monies within the WIC fund. Roll call was unanimous. Motion carried

Unappropriated Funds	To	Other Direct Costs	022-0200-520000	6,840.17
Unappropriated Funds	To	Other Expense	022-0200-540000	12,455.35
			Total	\$19,295.52

Resolution 2023-43 Dr. Poland moved and Dr. Richcreek seconded a motion to approve Resolution 2023-43, a resolution appropriating additional monies within the Household Sewage Treatment Systems fund. Roll call was unanimous. Motion carried.

Unappropriated	To	Other Expenses	131-0100-5400.00	\$20,000.00
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Resolution 2023-44 – Dr. Richcreek moved and Dr. Poland seconded a motion to approve Resolution 2023-44, a resolution transferring appropriations within the PHEP fund. Roll call was unanimous. Motion carried

From	132-0200-510200 Salaries	To	132-0300-510200 Salaries	24,484.30
From	132-0200-511000 OPERS	To	132-0300-51000 OPERS	3,305.76
From	132-0200-511100 Work's Comp	To	132-0300-511100 Worker's Comp	301.16
From	132-0200-511300 Health/Dental Ins	To	132-0300-511300 Health/Dental Ins	3,450.26

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From	132-0200-511500 Medicare Tax	To	132- 0300-511500 Medicare Tax	407.22
From	132-0200-526000 Contract Services	To	132-0300-526000 Contract Services	2,245.00

Environment Health Zach Fanning reported that he received a letter from the OEPA Director stating the Solid Waste program will be placed on the EPA's approval list. Being on the approval list allows Coshocton Public Health to license and inspect solid waste facilities in the county.

Public Health Nursing Tammy Smith reported she attended the Rural Health Conference and MCHC participated in the West Lafayette Rotary Health Fair.

W.I.C. – Brittany Taylor reported that WIC was at Schumakers' Farms distributing WIC coupons at their Farmers' Market. Taylor also reported that the redemption rate for Farmers' Market coupons for this year was at 30% in Coshocton County.

HEALTH EDUCATION - Dr. Poland moved and Dr. Richcreek seconded a motion to accept Cindy Hilbish' s resignation letter. Hilbish' s last day will be September 15. Roll call was unanimous. Motion carried

ACCREDITATION

Revised CHIP - Dr. Richcreek moved and Dr. Poland seconded a motion to approved the revised Community Health Improvement Plan. Roll call was unanimous. Motion carried

Mission, Vision and Values Statement – Dr. Richcreek moved and Dr. Poland seconded a motion to approve the agency's Mission, Vision, and Values Statement. Roll call was unanimous. Motion carried

Branding Strategy – Dr. Poland moved and Dr. Richcreek seconded a motion to approve the agency's Branding Strategy. Roll call was unanimous. Motion carried

Strategic Plan – Dr. Poland moved and Dr. Richcreek seconded a motion to approved the agency's Strategic Plan. Roll call was unanimous. Motion carried

Health Commissioner – Steve Lonsinger that plans are in place for the continuation of services when the building's sewer lines are repaired and when the electrical power will be shut off for the installation the building's backup generator. Dates for the service interruptions have not been set yet.

Miscellaneous

Agency Vehicle – Dr. Richcreek moved and Dr. Poland seconded a motion authorizing the purchase of a replacement vehicle for the agency. \$40,000 has been budgeted for the purchase. Roll call was unanimous. Motion carried

DAC - Dr. Richcreek moved and Dr. Poland seconded a motion requesting the District Advisory Council to meet for the purpose of naming a Board member to fill the seat vacated by Scott Limburg's resignation. Roll call was unanimous. Motion carried

Executive Session – Dr. Poland moved and Dr. Richcreek seconded a motion to enter into executive session to discuss employee compensation. Roll call was unanimous. Motion carried. Time was 6:18 p.m.

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The Board returned to open meeting at 7:08. No business transpired during executive session.

Adjourn – Dr. Richcreek moved and Mr. Wells seconded a motion to adjourn. Roll call was unanimous. Motion carried. Time was 7:06.



Board Vice President, Don Wells



Date

Board Secretary, Steve Lonsinger

Date

