

Board of Health

Minutes

November 16, 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, November 16, 2023 in the Community Event Room at 637 Chestnut St. Board members present included Don Wells; Dr. Jeff Poland, Lisa Spillman and Dr. Stephanie Richcreek. Staff members attending were Steve Lonsinger, Health Commissioner; Kim Arden, Brittany Taylor, Zach Fanning, and Stephanie Slifko. Present as public attendees were Jackie Buchanan and Olivia Elson.

Roll Call – Board Vice President, Mr. Wells, called the meeting to order at 5:30 pm. Board members present were: Mr. Wells, Dr. Stephanie Richcreek, Lisa Spillman and Dr. Poland. Members, Linda Weber was absent.

Minutes October 19 – Dr. Poland moved and Mrs. Spillman seconded a motion to approve the minutes of the October 19, 2023 regular Board Meeting - Roll call was unanimous. Motion carried.

Minutes October 30 - – Dr. Poland moved and Mrs. Spillman seconded a motion to approve the minutes of the October 30, 2023 Special Board Meeting - Roll call was unanimous. Motion carried.

Detailed Trial Balance – Mrs. Spillman moved and Dr. Poland seconded a motion to accept the Detailed Trial Balance for the month ended October 30, 2023. Roll call was unanimous. Motion carried

Resolution 2023-64 – Dr. Poland moved and Dr. Richcreek seconded a motion to approve Resolution 2023-64, a resolution Approving Additional Appropriations in the Home Sewage Treatment System fund. Roll call was unanimous. Motion carried.

Unappropriated Funds	To	131-0100-547000	Remittance Fees	\$2,000.00
			Total:	\$2,000.00

Resolution 2023-65 Dr. Richcreek moved and Mrs. Spillman seconded a motion to approve Resolution 2023-65, a resolution transferring appropriations within the PHEP fund. Roll call was unanimous. Motion carried.

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From	132-0200-520000 Other Direct Costs	To	132-0300-526000 Contract Services	\$2080.00
From	132-0300-510200 Salaries	To	132-0300-526000 Contract Services	\$165.00
			Total:	\$2,245.00

Resolution 2023-66 – Dr. Poland moved and Dr. Richcreek seconded a motion to approve Resolution 2023-66, a resolution Approving Current Expenses. Roll call was unanimous. Motion carried.

019-0100	Maternal and Child Health	\$16,283.54
020-0100	District Health	\$5,039.08
020-0500	Enhanced Operations	
020-0600	Vaccine Needs Assessment	
020-0700	Vaccine Equity	
020-0800	Workforce Development Grant	\$81.22
020-0900	COVID 19 Vaccinations – CN22	
021-0100	Swimming Pools	
022-0100	WIC	\$160.75
024-0100	Private Water	\$277.00
025-0100	Construction & Demolition Debris	\$4.24
026-0100	Campgrounds	
028-0100	Food Service & Retail Food Establishments	
130-0100	Solid Waste – CFLP Grant	
130-0200	Solid Waste – Non-Grant	
131-0100	Household Sewage Treatment Systems	\$1,4999.26
132-0100	Public Health Emergency Preparedness	\$3,997.12
	Total	\$27,342.21

Resolution 2023-67 Dr. Poland moved and Dr. Richcreek seconded a motion to approve Resolution 2023-67, a resolution reducing appropriations within the WIC fund. Roll call was unanimous. Motion carried.

Reducing Appropriations	From	Salaries	022-0200-5102.00	31,103.44
Reducing Appropriations	From	Employee Bonus	022-0200-5103.00	200.00
Reducing Appropriations	From	OPERS	022-0200-5110.00	4,040.47
Reducing Appropriations	From	Health/Dental Ins	022-0200-5443.00	2,516.38
Reducing Appropriations	From	Medicare	022-0200-5115.00	509.59
Reducing Appropriations	From	Equipment	022-0100-5210.00	321.89
			Total:	\$38,691.77

Resolution 2023-68 – Mrs. Spillman moved and Dr. Richcreek seconded a motion to approve Resolution 2023-68, a resolution transferring appropriation within the HSTS, Home Sewage Treatment System fund. Roll call was unanimous. Motion carried

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From	131-0100-5400.00 Other Expenses	To	131-0100-5102.00 Salaries	100.
From	132-0300-5400.00 Other Expenses	To	132-0300-5113.00 Life/Health/Dental/Ins	200.00
			Total:	\$300.00

Environment Health

First Reading of Food Fees

Zach Fanning presented the proposed food license fees for 2024. Vice President Don Wells gave the first reading on the new food license fee schedule. A public hearing to receive comment on the fee schedule will be December 21st during the regular December Board of Health meeting.

W.I.C.

Contract for Registered Dietician services- Dr. Poland moved and Dr. Richcreek seconded a motion to approve a contract with Coshocton Regional Medical Center to provide Registered Dietician services for the WIC program. Roll call was unanimous. Motion carried

Health Educator

Dr. Poland presented the interviewing committee's recommendation to fill the Health Educator's position.

Motion to Hire – Dr. Poland moved and Dr. Richcreek seconded a motion to hire Olivia Elson as a Health Educator. This is a full-time position of 40 work hours per week. The rate of pay is to be \$21.00 per hour. Ms. Elson's start date is November 27, 2023. Roll call was unanimous. Motion carried

ACCREDITATION

Stephanie Slifko updated the Board on the PHAB Accreditation efforts and provided information on :

1. Onboarding New Employees
2. Onboarding New Board Members
3. Performance Management and Quality Improvement Plan
4. Performance Review Process
5. Health Equity Policy

Health Commissioner

Steve Lonsinger shared copies of draft budgets for FY 2024. A work group will meet to finalize the budgets which will be presented for Board approval at the December Board of Health meeting.

Miscellaneous

Private Water Well Variance - Mrs. Spillman moved and Dr. Richcreek seconded a motion to grant a variance to the Private Water System rules O.A.C. 3701-28-07 (E), installing a PWS within a flood plain, at

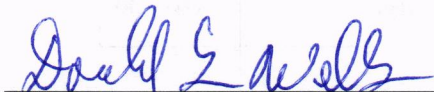
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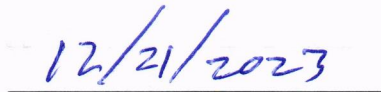
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55721 CR 143. Roll call was unanimous. Motion carried

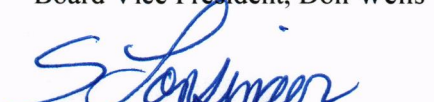
Adjourn – Mrs. Spillman moved and Dr. Richcreek seconded a motion to adjourn. Roll call was unanimous. Motion carried. Time was 6:10.




Board Vice President, Don Wells



Date



Board Secretary, Steve Lonsinger



Date