



# Coshocton County Board of Health Minutes

Thursday, April 18, 2024 @ 5:30 PM

**Location: 637 Chestnut Street, Coshocton OH (Community Room)**

The Coshocton County Board of Health met in regular session on Thursday, April 18, 2024 in the Community Room located at 637 Chestnut Street, Coshocton. Staff members attending: Debra Eppley, Health Commissioner, Kim Arden, Fiscal Administrator, Brittany Taylor, WIC Director, Zach Fanning, Director of Environmental, Tammy Smith, Director of Nursing and Clinics, Stephanie Slifko, Emergency Response Coordinator and Accreditation Coordinator. Present as public attendees: Susan Worthington, Jackie Buchanan, and WTNS

The meeting was called to order by President, Don Wells at 5:30 p.m., by a roll call vote. Board members present: Don Wells, Linda Weber, Dr. Stephanie Richcreek, Dr. Jeff Poland and Lisa Spillman.

### Administrative

A motion was made by Dr. Poland to accept the minutes as presented for the March 21, 2024 regular meeting. The motion was seconded by Linda Weber, a roll call vote was called for approval. Motion passed, with Lisa Spillman abstaining as she was not present at previous meeting.

### Fiscal

Kim Arden presented the following to the board:

Kim shared the **Detailed Trial Balance** for the month ending March 31, 2024, with no issues noted. Dr. Poland made a motion to accept the **Detailed Trail Balance** for the month ending March 31, 2024 as presented, seconded by Linda Weber. A roll call vote was called for approval. Motion passed.

Kim shared that resolution **2024-10 Current Expenses** has been updated from the board packet. They are now current through today. Noted per Kim was the payment back to the Workforce Development Grant 22 that was unused. A motion was made by Linda Weber to accept resolution **2024-10 Current Expenses** as presented, seconded by Dr. Richcreek. A roll call vote was called for approval. Motion passed.

019-0100	Maternal and Child Health	3,781.84
020-0100	District Health	19,441.81
020-0500	Enhanced Operations 23	187.97
020-0800	Workforce Development Grant 22	35,895.73
020-0801	Workforce Development Grant 23	320.00
021-0100	Swimming Pools	
022-0100	WIC	1,023.91
024-0100	Private Water	2,322.00
025-0100	Construction & Demolition Debris	
026-0100	Campgrounds	
028-0100	Food Service & Retail Food Establishments	4,620.00
130-0100	Solid Waste – CFLP Grant	
130-0200	Solid Waste – Non Grant	
131-0100	Household Sewage Treatment Systems	553.00
132-0100	Public Health Emergency Preparedness	2,290.00
	<b>Total</b>	<b>\$70,436.26</b>

Kim shared an update to the board regarding the state audit. They spent 2 weeks and 1 day onsite. Kim stated that it seemed to go well and the hope is for a review and exit by the end of May.

### **Environmental**

Zach Fanning presented the following updates to the board:

Zach shared that the food permits are all complete with exception of one.

Zach shared that the ODH Septic Treatment System survey has taken place the last 2 days. The largest item noted by the surveyor was documentation. Soil and design need more work in terms of documentation. The Operations and Management (O & M) plan needs to start rolling as everyone needs permitted. Zach stated that a report should be expected in the next 6 months and a copy will go to Don Wells and CPHD will need to submit an action plan.

Zach stated that license for pools and campgrounds are approximately half done, and are due by end of month.

Dr. Poland initiated a discussion about the second sanitarian (Jesse) and how he is being integrated in the work that is going on in Environmental Services. Zach shared that Jesse does work on a couple grants as well.

Zach also shared that there has been no word to the injection well testing proposal that was shared with Stephanie Conn regarding the East Palestine funding plan.

### **Public Health Nursing**

Tammy Smith presented the following updates to the board:

Tammy shared that the Child Fatality Review (CFR) was held March 1<sup>st</sup>. She stated trying to get involved in more education to the Amish community and asked to be a part of the coalition that included the Amish sector. Tammy stated she asked Olivia to check into the CPHD taking part in the New Bedford Days in May to try to help build those relationships.

Tammy stated that the Nationwide Children's Hospital (NCH) Overdose Prevention study had a site visit today. The CPHD will be part of the intervention arm of the study. The patients in this part of the study will receive fentanyl test strips. Tammy reminded the board that we are only assisting on the promotion of the program and that NCH will be doing the work. The study is to start May 7<sup>th</sup>. They will be in house 2 times per month. The patients in this study will be 18 years or older.

Tammy shared that the OSU Mobile Mammography bus will be coming to CPHD May 8<sup>th</sup>. Flyers are out.

Tammy shared that the COVID Bridge grant that she and Stephanie work on, brought in \$2900 this month. They just submitted the next document that should return \$3700. The grant is very specific on what the monies can be spent on – COVID and flu prevention.

Tammy stated that she received confirmation regarding discounted vaccines that will provide semi annual rebates to the county in April and October.

Tammy also shared that the United Way held their budget meeting and she felt it went well. They should notify her next month of their budget decision.

Discussion then ensued around other funding sources such as a possible practitioner. Lisa Spillman asked about Care Source and the importance to the budget. Following Linda Weber shared that she watched the Invisible Shield and felt it is was a very beneficial story around public health and should be shared.

### **Clinics**

Tammy Smith shared no update for clinics – all going well.

### **WIC**

Brittany Taylor presented the following updates to the board:

Brittany shared that the Nutrition Fair went well and was well attended. She shared that Stephanie and Deb helped and she shared that everyone was working together as a team. There were 12 partners onsite. Care Source was onsite as well and stated to Brittany that she was approached at this event more than any she has attended.

Brittany shared that she and Deb had interviews the previous week. She had 5 in all. She brought 3 back for a second round with her team for peer interviews. The team decided together they would like to offer the position to Kristin Lawrence as she seemed to be the best fit for the team. Brittany asked for the boards approval to hire Kristin Lawrence to have a start date of April 29<sup>th</sup>. Brittany also asked the board for permission to hire the second choice if Kristin declines. Linda Weber made the motion to hire Kristin Lawrence with approval to hire second choice and amend at next meeting. Dr. Poland second the motion. A roll call vote was called for approval. Motion passed.

Brittany shared that she obtained WIC grant continuation – same as last year \$228,037. The WIC caseload is down to 629 and needs to be 650.

### **Health Educator**

Olivia Elson was not present for the meeting. She shared data in the board packet for the board to view regarding her outreach for March. Deb shared that she and Olivia presented at the Kiwanis Club luncheon April 3<sup>rd</sup>.

### **PHEP**

Stephanie Slifko presented the following updates to the board:

Stephanie shared she attended the NACCHO Preparedness Summit with items listed in the board packet.

Stephanie stated that the PHEP grant runs through the end of June with 2 more deliverables due and the next grant will start July 1<sup>st</sup>.

### **Accreditation**

Stephanie Slifko presented the following updates to the board:

Stephanie shared she will have a Community Health Improvement Plan (CHIP) education for staff next week – What are the essential services of public health.

Stephanie stated that she is working on performance measures (PM) with the Directors and that all PM information will go into Clear Impact, a tool provided by ODH.

Stephanie shared that she and Deb continue to work with Kaylee Andrews from Coshocton Regional Medical Center (CRM) on the Community Health Assessment/Community Health Needs Assessment (CHA/CHNA) that is being collaborated on. She also shared that members of CPHD are also part of the Resource Network at CRMC.

Stephanie asked for a signed letter of support from the board for the submission for PHAB May 20<sup>th</sup>. The letter was received and signed by the entire board. She stated once submitted, CPHD has one year to be complete and ready for survey.

Stephanie shared more information about PHAB and the domains and how CPHD's work intertwines within them.

### **Health Commissioner**

Debra Eppley presented the following updates to the board:

Debra shared that The Lions Club will be having a meeting May 7<sup>th</sup> in the Community Room and have asked for a tour of the building following. Dr. Virostko will also be present giving tours.

Debra shared with the board information about the National Association of Local Boards of Health (NALBOH).

Debra shared that she, Kim, Don and Dr. Poland had planned to attend a board meeting in Tuscarawas County on April 17 but last-minute priorities changed that plan. They will try again to attend a meeting in May 15<sup>th</sup> at 3:15 pm. Deb encouraged any of the board to attend as well.

Debra stated that there was a need to call in the company that put the security cameras in the building (Silco) due to having two blind areas in the front parking lot (left side are if looking at building) and the side entrance door near the coroner's office. The cost to just do the site visit is \$612.00. If the cameras cannot be adjusted, there will be a need to add two additional cameras at a cost of \$2440.08. The board encouraged Deb and Kim to reach out to the county commissioners regarding the cost.

### **Old Business**

Don Wells stated the need to have a re-election of officers documented in the minutes. Dr. Poland made a motion to approve Don Wells as the board President seconded by Linda Weber. A roll call vote was called for approval. Motion passed with Don Wells abstaining.

Don Wells made a motion to approve Dr. Poland as the board Vice President seconded by Linda Weber. A roll call vote was called for approval. Motion passed with Dr. Poland abstaining.

### **Miscellaneous**

A motion was made by Linda Weber to dismiss to an executive session to discuss the budget, seconded by Dr. Poland. A roll call vote was called for approval. Motion passed and the board moved into executive session at 6:10 pm.

The board returned at 6:54 pm. No action taken.

Don Wells made a motion to the board to develop a letter of recommendation to the budget committee to request \$288,000 for the CPHD, seconded by Lisa Spillman. A roll call vote was called for approval. Motion passed.

**Public Comment**

No public comment.

**Adjourn**

Linda Weber made a motion to adjourn at 6:55 p.m., seconded by Dr. Richcreek. Roll call vote was called for approval. Motion passed.

Don Wells 5/16/2024

**Board President, Don Wells**

**Date**

Debra Eppley 5/16/2024

**Board Secretary, Debra Eppley**

**Date**

(Minutes were prepared by Debra Eppley)