



Coshocton County Board of Health Minutes

Special Meeting

Tuesday August 6, 2024 @ 5:30 PM

Location: 637 Chestnut Street, Coshocton OH (Conference Room)

The Coshocton County Board of Health met in a special meeting on Tuesday August 6, 2024 in the Conference Room at the Public Health District located at 637 Chestnut Street, Coshocton. Staff members attending: Dr. Chad Guess, Interim Health Commissioner and Kim Arden Fiscal Administrator.

The meeting was called to order by President, Don Wells at 5:27 p.m., by a roll call vote. Board members present: Don Wells, Dr. Jeff Poland, Linda Weber, Dr. Stephanie Richcreek and Lisa Spillman.

Administrative

Miscellaneous

In general meeting, nonexecutive session, prospective applicants for the Health Commissioner position discussed. Motion made by Linda Weber and seconded by Dr. Stephanie Richcreek to offer the position to Kristina Bell full-time, 40 hours a week, \$40.00 an hour. Kristina has asked to give her current employer a 30-day notice.

Committees for environmental, policies, fiscal and nursing formed. The following board members along with their perspective directors will be as follows: Environmental – Don Wells and Dr. Stephanie Richcreek. Policies – Dr. Poland & Linda Weber. Fiscal – Dr. Poland and Lisa Spillman. Nursing – Dr. Stephanie Richcreek.

Follow-up discussion ensued on job descriptions tabled from last regular board meeting. The responsibility of human resources to be removed from the position description of Fiscal Administrator, except for those things needed for payroll, and added solely to that of the Health Commissioner. The fiscal officer should only be responsible for those policies and procedures relating to fiscal.

Adjournment

Linda Weber made a motion to adjourn at 5:57 p.m., seconded by Lisa Spillman. Roll call vote was called for approval. Motion passed.

Donald S. Wells 8/16/2024

Board President, Don Wells

Date

Kim Arden 8/16/24

Board Secretary,

Date

(Minutes were prepared by Kim Arden)