

## Coshocton Public Board of Health Minutes

September 19, 2024

The Coshocton Public Board of Health met in regular session on Thursday , September 19, 2024 in the Community Room located at 637 Chestnut Street in Coshocton, Ohio. Board members present : Dr. Stephanie Richcreek, Linda Weber, and Jeff Poland. Excused absence for Don Wells and Lisa Spillman. Staff members attending: 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. Mary from WTNS was present.

The meeting was called to order by Vice President Jeff Poland at 5:31 PM by a roll call vote.

Administrative:

A motion was made by Linda Weber to accept the minutes of the August 15, 2024 regular meeting and seconded by Stephanie Richcreek. The motion was passed by roll call vote.

A motion was made by Linda to accept the minutes of the August 27, 2024 special meeting and seconded by Stephanie. The motion was passed by roll call vote.

The resignation of Kim Arden was regrettably accepted by the board. The motion was made by Linda and seconded by Stephanie. The motion passed by roll call vote.

Fiscal:

Kim explained that a Misc. Account needs to be set up with \$1000 to allow small purchases. If the purchase is greater than \$100 then it needs the Health Commissioner's approval. The motion was made by Linda and seconded by Stephanie. The motion was passed by roll call vote.

A motion to accept the detailed trial balance for the month ending August 31, 2024 was made by Linda and seconded by Stephanie. Motion was passed by roll call vote.

A motion to accept Resolution 2024-24 Additional Appropriation Campground was made by Stephanie and seconded by Linda. Motion passed by roll call vote.

A motion to accept Resolution 2024-25 Additional Appropriation Solid Waste was made by Linda and seconded by Stephanie. Motion passed by roll call vote.

A motion to accept Resolution 2024- 26 Transferring Appropriations WIC Ins Bonuses was made by Linda and seconded by Stephanie. Motion passed by roll call vote.

A motion to accept Resolution 2024-27 Approving Current Expenses was made by Stephanie and seconded by Linda. Motion passed by roll call vote.

A motion to accept Resolution 2024-28 Additional Appropriation WIC FY25 was made by Stephanie and seconded by Linda . Motion passed by roll call vote.

A motion to accept Resolution 2024-29 Transferring Appropriation WF was made by Linda and seconded by Stephanie. Motion passed by roll call vote.

A motion to accept Resolution 2024-30 Additional Appropriation MCH was made by Linda and seconded by Stephanie. Motion passed by roll call vote.

Kim explained to the board that ODH would be training the staff on Cost Methodology on 9/26/24. She also explained that \$87,500 was received 8/23/24 from the second half Budget Commission. She also said that the gray Trailblazer was sold for \$530 and the insurance has been canceled.

#### Environmental:

Zach Fanning explained that much of the food inspections have been completed and is still ongoing. He attended the Planning Commission on 9/16/24 and discussed with them that all lot splits of 5 acres and less needs to have soil sampling done. He has talked to Olivia about a press release and he has paperwork done to include in the Planning Commission's packet for lot splits.

#### Public Health Nursing and Clinics:

Tammy Smith explained she has received two resumes for the nurse opening. Till that position is filled there will be some discontinuation of some services. The vaccines are in and Tammy said they are receiving calls and will be busy giving vaccinations. The clinic also needs to be closed on Mondays to allow adequate staffing on the other days. A motion to allow the clinic to be closed on Mondays was made by Linda and second by Stephanie. Motion was passed by roll call vote.

#### WIC:

Brittany Taylor explained that FY 25 is in and the last of the farmers coupons have been given out.

#### PHEP and Accreditation:

Stephanie Slifko explained that accreditation submittal is still on track for May 29, 2024. She has been told to expect \$25,000 from ODH on 9/25/24, but she had previously been told it would come last year. There is a new proposal from PHSCO. She explained the Healthy/Power Coshocton idea.

#### Health Educator:

Submitted report in packet about many Coshocton Public Health posts.

#### Old Business:

Stephanie Slifko submitted information about meal reimbursement. A decision was tabled till it can be reviewed via the new health commissioner.

A motion to accept the Fiscal Administrator Description was made by Stephanie Richcreek and seconded by Linda. Motion passed by roll call.

A motion to approve Kris Bell as the Registrar was made by Stephanie and seconded by Linda. Motion past by roll call.

A motion to complete McKenna Franks 60 day review in 45 days was made by Stephanie and seconded by Linda. Motion passed by roll call.

Public comment:

No Public Comment.

Adjourn:

A motion for adjournment was made by Linda and seconded by Stephanie. Motion passed by roll call. Meeting adjourned at 6:27 PM.

Meeting notes were prepared by Jeff Poland.