



637 Chestnut Street, Coshocton, OH 43812  
(740) 622-1426 | (740) 295-7576 | [www.coshoctoncounty.net/health](http://www.coshoctoncounty.net/health)

## **Coshocton Public Health District Board of Health –Agenda July 17, 2025**

### **Roll Call:**

- \_\_\_ 1. Jeff Poland                      \_\_\_ 2. Stephanie Richcreek                      \_\_\_ 3. Lisa Spillman  
   \_\_\_ 4. Linda Weber                      \_\_\_ 5. Don Wells

### **Administrative:**

1. Approve minutes from June 15 2025 board meeting
2. Resolution 2025-22 Vital Stats Fee Change
3. 2025-26 Epidemiology Contract with Noble County
  - a. At this time ODH continues to have the requirement of one FTE epidemiologist per 300,000 persons for local health departments. The most cost-effective way to meet this requirement is for the 11 counties in the southeast region to partner to provide the services.

### **Fiscal:**

1. Accept Detailed Trial Balance for the month ending June 30, 2025
2. Resolution 2025-21 approving current expenses/Bill Run 7/9//25

### **Program Updates:**

1. Environmental
  - a. HSTS survey
  - b. Monthly updates
2. Public Health Nursing & Clinics
  - a. Monthly updates
3. W.I.C.
  - a. Review and approval of job descriptions
  - b. WIC State Management Evaluation
  - c. Monthly updates for WIC
4. PHEP & Accreditation
  - a. PHEP monthly updates
  - b. Accreditation monthly updates
5. Health Education
  - a. Monthly updates
6. Health Commissioner
  - a. Committees
    - Finance Committee Report: Meets August 21<sup>st</sup> at 4:30 pm  
*Members: Lisa Spillman, Dr. Jeff Poland, Kristina Bell, & Nicole Shroyer*
    - Environmental Health Committee Report: Met July 2<sup>nd</sup> (report included)  
*Members: Don Wells, Dr. Stephanie Richcreek, Zach Fanning & EH Staff, Kristina Bell*
    - Personnel Committee Report: Met July 10<sup>th</sup> (report included)  
*Members: Linda Weber, Dr. Jeff Poland, Tammy Smith, Brittany Taylor, Kristina Bell*
    - Nursing Committee Meeting: Meets July 25<sup>th</sup> at 1 pm  
*Members: Dr. Virostko, Dr. Richcreek, Tammy Smith, Kristina Bell*
  - b. Monthly Updates
  - c. OVRs (New State Vital Statistics Software) will go live for births on August 6<sup>th</sup>, 2025.



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**Old Business:**

1. Clemens Nelson: Estimate for legal review and recommendations of personnel policy
  - a. Still awaiting a response from the firm. Reached back out in early July.

**Miscellaneous:**

1. Board of Health Continuing Education:
  - a. Module 2: APHA Code of Ethics (13:26)
  - b. [Local Boards of Health Continuing Education Lectures | College of Public Health | Kent State University](#)

**Public Comment:**

**Adjournment:**