



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

**Coshocton Public Health District
Board of Health – Agenda
August 21, 2025 5:30 PM**

Roll Call:

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

Administrative:

1. Approve minutes from July 17, 2025 board meeting
2. BOH Merger Contract – Levy Requirement

Fiscal:

1. Accept Detailed Trial Balance for the month ending July 31, 2025
2. Resolution 2025-24 approving current expenses/Bill Run 8/6/2025
3. Resolution 2025-25 approving current expenses/Bill Run 8/20/2025

Program Updates:

1. Environmental

a. Rabies Program Notice of Hearing requested for:

- i. Wendy Burnett, failure to submit proof of rabies vaccination to release cat from quarantine ordered on 5/19/2025
- ii. Jennifer Lawrence, failure to submit proof of rabies vaccination to release dog from quarantine ordered on 5/29/2025
- iii. Tiffany Patterson, failure to submit proof of rabies vaccination to release cat from quarantine ordered on 6/13/2025

b. Rabies Program Board Hearing Citation requested for:

- i. Richard Elkins, failure to provide vaccine records after a notice of hearing order in June 2025 for dog that was quarantined in January 2025
- ii. Laren Morris, failure to provide vaccination records after notice of hearing sent July 18.
This is the second bite reported to us for the same dog owned by Laren Morris without provision of proof of rabies vaccine
- iii. Jeremy Smuker, failure to provide vaccination records after a notice of hearing sent June 24.
- iv. Rebecca Courtright, failure to provide vaccination records after notice of hearing sent June 24.

c. Body Art Program Notice of Hearing requested for:

- i. Adam Laudick, Owner Block 13 Tattoo, tattooing and piercing without approval
- ii. Miles Jones, tattooing without an approval

d. Monthly updates

2. Public Health Nursing & Clinics

a. Monthly updates



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3. W.I.C.

- a. 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 September 18th at 4:30 pm
Members: Lisa Spillman, Dr. Jeff Poland, Kristina Bell, & Nicole Shroyer
- **Environmental Health Committee** Report: Meets October 1st at noon
Members: Don Wells, Dr. Stephanie Richcreek, Zach Fanning & EH Staff, Kristina Bell
- **Personnel Committee** Report: Meets October 9th at 1 pm. Request to move to Wednesday, October 8th at 1 pm.
Members: Linda Weber, Dr. Jeff Poland, Tammy Smith, Brittany Taylor, Kristina Bell
- **Nursing Committee** Meeting: Meets September 19th at noon
Members: Dr. Virostko, Dr. Richcreek, Tammy Smith, Kristina Bell

- b. Monthly Updates

Personnel

1. Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee.
2. Review and approval of program assistant position description
3. Overnight Travel Request- Kristina Bell to attend the AOHC Fall Conference in Columbus, OH, September 22-24, 2025
4. Conference Attendance- Dr. Douglas Virostko to attend the AOHC Fall Conference in Columbus, OH September 23.

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 August.

Miscellaneous:

1. Board of Health Continuing Education:
 - a. Module 3: Ohio Ethics Laws (related to revolving door employment after service as a public employee or member of a public board) (16:16)
 - b. [Local Boards of Health Continuing Education Lectures | College of Public Health | Kent State University](#)

Public Comment:

Adjournment: