



Fairfield County Health Department

R. Joseph Ebel RS, MS, MBA
Health Commissioner

BOARD OF HEALTH RECORD OF PROCEEDINGS

Fairfield County Health Department
Minutes of the Board of Health
January 10, 2024, at 4:00 p.m.

MEETING LOCATION: Fairfield County Health Department, 1550 Sheridan Drive, Lancaster

The meeting was called to order by Brian Oliver at 4:00 PM.

Board Members Present

Tina Childers
Teresa Wood
Michele Morrone
Brian Oliver

Board Members Absent

A quorum was established. The meeting began with the Pledge of Allegiance.

STAFF PRESENT

Joe Ebel, Health Commissioner; Rachel Moresea, Environmental Health Director; Gale Neville, Nursing Director; Mary Smith, WIC Director; Baylie Blevins, Health Promotion Director; Jamie Ehorn, Administrative Services Director; Dr. Steven Kapetansky, Medical Director;

OTHERS PRESENT

Audrey Stoffel

PUBLIC COMMENTS

N/A

APPROVAL OF MINUTES

The meeting minutes from the board meeting on December 13, 2023, were presented for approval. There were three changes noted. The minutes were approved by unanimous vote with the noted changes.

STAFF REPORTS

Environmental Health Report

Rachel Moresea, Environmental Health Director provided a written report to the Board. No variances were presented this month. New fees have been updated in Healthspace. Renewal letters for food facility licenses have been prepared and will be sent out after February 1st. A solid waste section was added to the report this month. Mrs. Moresea discussed specifics of the Healthy Aging grant from the County Commissioners.

Nursing Report

Gale Neville, Nursing Director provided a written report to the Board. Since the report was written, influenza numbers have increased and are now in the 5-year average for hospitalizations. The Ohio Department of Health is reporting a “very high” level of influenza activity. Mrs. Neville discussed the Newborn Home Visiting program and is hoping to start work this month with in-house WIC clients and will expand once up and running.

WIC Report

Mary Smith, WIC Director, provided a written report to the Board. This year marks the 50th anniversary of the Women, Infants, and Children (WIC) program. Ms. Smith will be planning a celebration in the coming year. The Mental Health America client navigator will be at the WIC office tomorrow to speak with clients.

Health Promotion Report

Baylie Blevins, Health Promotion Director, provided a written report to the Board. A job offer was made and accepted for the Public Health Emergency Preparedness Coordinator position. The Epidemiologist position has been re-posted and an interview has been scheduled for Friday. Mrs. Blevins has been working with the environmental division on the gold medal awards program for food facilities. The awards will be mailed with a letter explaining the qualifications and will be included with the facility renewal letters. Work on the Safe Communities grant has started, our presence was requested at Brew Fest to promote the “Drive Sober or Get Pulled Over” campaign.

Health Commissioner’s Report

Joe Ebel, Health Commissioner provided a written report to the Board. Mr. Ebel explained the difficulty with filling new positions. Several promising candidates have withdrawn their applications or declined our offer. We may contract part-time with an Epidemiologist until the position is filled. The front lobby and reception area have been painted and a new glass window has been installed. Mr. Ebel reviewed highlights from 2023. Preparation has started for the Child Fatality Review Meeting in March. Birth hospital data included in the written report will be used for the Newborn Home Visiting program. Mr. Ebel spoke about the purchase of our building by the county commissioners. Our Capital Improvement fund could be used to build a storage building out back if the transaction occurs.

FEATURED PROGRAM:

Joe Ebel, Health Commissioner, presented the 2023 Year End Report and the 2024 and 2025 Budgets. A presentation packet was provided that included a review of 2023 revenue and expense, the budget for 2024 and a proposed budget for 2025.

Teresa Wood made a motion to approve the 2025 Budget. Tina Childers seconded the motion. Motion passed by unanimous voice vote.

Mr. Ebel will share the 2025 budget with the District Advisory Council president.

FINANCIAL REPORTS AND BILLS

Jamie Ehorn, Administrative Services Director provided financial reports and a bill list to the Board for approval.

Tina Childers made a motion to approve the financial report and bill list. Teresa Wood seconded the motion. Motion passed by unanimous voice vote.

Mrs. Ehorn presented resolution 2024-01: Appropriate Unappropriated Funds to the General Fund. This resolution will allow expenses to be paid out for the Healthy Aging grant to repair or replace sewage systems for those that qualify.

Tina Childers made a motion to approve resolution 2024-01. Michele Morrone seconded the motion. Motion passed by unanimous voice vote.

Mrs. Ehorn presented resolution 2024-02: Fund to Fund Transfer out of the Get Vaccinated Fund. This will move the small balance of cash remaining in the old Get Vaccinated fund to the Nursing fund where Get Vaccinated activity is currently tracked.

Teresa Wood made a motion to approve resolution 2024-02. Tina Childers seconded the motion. Motion passed by unanimous voice vote.

Mrs. Ehorn stated that a WIC desk audit is currently in progress. Support for all expenses, including salaries and benefits, are being requested for the period of October 2023 through December 2023.

PERSONNEL

End of Probation, Kaleigh Pulsinelli, Breast Feeding Peer Helper.

Mr. Ebel requested the approval to hire a new health educator. This position will work on the newly awarded Safe Communities grant.

Teresa Wood made a motion to approve the hiring of a health educator. Tina Childers seconded the motion. Motion passed by unanimous voice vote.

BOARD MEMBER COMMENTS

Brian Oliver, board president, welcomed Dr. Steven Kapetansky to his first board meeting as medical director.

NEXT BOARD MEETING: February 14, 2024, at 4:00 p.m.

LOCATION: 1550 Sheridan Drive, Suite 100, Lancaster

ADJOURN The Board of Health Meeting adjourned at 5:25 p.m. on a motion by Teresa Wood. Tina Childers seconded the motion. Motion passed.

Approved:

Signature and date on file _____ Date: _____ Brian Oliver, Board President

Signature and date on file _____ Date: _____ R. Joseph Ebel, Health Commissioner