



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  
March 12, 2025, at 4:00 p.m.**

**MEETING LOCATION:** Fairfield County Health Department (FCHD), 1550 Sheridan Dr., Ste. 100, Lancaster

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

**Board Members Present**

Brian Oliver  
Dr. Michele Morrone  
Tina Childers

**Board Members Absent**

Dr. Teresa Wood  
Dr. Allen Shaw

**STAFF PRESENT**

Joe Ebel, Health Commissioner; Rachel Moresea, Environmental Health Director; Mary Smith, WIC Director; Baylie Blevins, Health Promotion and Planning Director; Jamie Ehorn, Administrative Services Director; Gale Neville, Nursing Director; Dr. Steven Kapetansky, Medical Director; Shannon Mentzer, Public Health Nurse; Hannah Josefczyk, Health Educator

**OTHERS PRESENT**

Kalee Gibson, Nurse Practitioner Student

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

**PUBLIC COMMENTS**

N/A

**APPROVAL OF MINUTES**

The meeting minutes from the board meeting on February 12, 2025, were presented for approval. The minutes were approved by a unanimous voice vote.



## **FEATURED PRESENTATION**

Hannah Josefczyk, Health Educator, and Shannon Mentzer, Public Health Nurse, gave a presentation on the Car Seat Program, Ohio Buckles Buckeyes (OBB). They reviewed the following items:

- What is OBB?
- What is a CPST?
- Car Seats
- Eligibility Requirements
- Referral Process
- Education/Installation
- Data on the Car Seat Program at FCHD
- Plans looking forward

## **DIVISION REPORTS**

### **Environmental Health Report**

Mrs. Moresea provided a written report to the Board. Five food facilities have outstanding food licenses as of today. Eight people are currently signed up to take the ServSafe class. Mrs. Moresea provided updates on some of the nuisance properties included in her report.

### **Nursing Report**

Gale Neville, Nursing Director, provided a written report to the Board. Mrs. Neville is looking for a nurse to replace Shannon Mentzer who took Crystal Warner's position. Mrs. Neville and Landon Spangler, Community Health Worker, attended HUB training for Central Ohio Pathways. Newborn Home Visiting numbers are down, and we continue to have issues with moms allowing us into their homes. There were 108 hospitalizations and 5 flu deaths last month. Immunizations are low this time of year. The Communicable Disease report is not available due to system issues.

### **WIC Report**

Mary Smith, WIC Director, provided a written report to the Board. A WIC Nutrition Assistant has been hired and will start soon, allowing four days in Pickerington starting in June.

### **Planning and Promotion Report**

Baylie Blevins, Health Promotion Director, provided a written report to the Board. We have been advertising signups for swimming lessons provided by our drowning prevention grant. We met with Fairfield County Developmental Disabilities to work on swimming lessons for those with development disabilities. We applied for several grants last month and should hear back this week on our Integrated Harm Reduction grant application. The annual report is complete and has been condensed this year. We are putting snapshots of each division from the annual report and posting them on our website. Mackenzie Kaminski, Epidemiologist, is working on our first Communicable Disease annual report. Our re-accreditation application is due on March 31<sup>st</sup> and we plan to submit it next week. Most work on domains is complete and we are mainly



working on documentation forms. Our first Community Health Assessment meeting went well with active involvement.

### **Health Commissioner's Report**

Joe Ebel, Health Commissioner, provided a written report to the Board. The prosecutor's opinion is that we are not eligible for interest on our deposits held by the County. The back parking lot is in a floodplain and not the best place for us to build a garage. There is green space between Edward Jones and Kosier Eye office that the County is considering buying and using to build our garage. We are estimating \$250,000 to build a four-bay garage. The new conference room construction has started on our building. Brian Oliver, board president, would like us to send the 2026 budget to the District Advisory Council prior to the March meeting. The Child Fatality Review board meeting was held last week. Mackenzie Kaminski, Epidemiologist and Maddie Cook, Communicable Disease Specialist, helped with the meeting preparation and presentation. Mr. Ebel included charts and information on Infant Mortality Rates and Medicaid expansion in his report.

### **FINANCIAL REPORTS AND BILLS**

Jamie Ehorn, Administrative Services Director provided financial reports and a bill list to the Board for approval. Our target is 17%, we have received 21% in revenue and spent 14% on expenses. The City of Lancaster payment has been moved from the "Charges" line to the "Local Government" line on the Combined Cash Flow Statement. A portion of the state subsidy was received in February, with more expected. The new Budget Stabilization Fund 7018 has been added to the financial reports. There is no activity in this fund for February. The 2024 audit with independent auditor, Perry and Associates, has officially started.

**Tina Childers made a motion to approve the financial report and bill list. Dr. Michele Morrone seconded the motion. Motion passed by unanimous voice vote.**

Mrs. Ehorn presented resolution 2025-02: 2026 Annual Appropriation to the Board for approval.

**Tina Childers made a motion to approve resolution 2025-02. Dr. Michele Morrone seconded the motion. Roll call vote:**

**Brian Oliver – Aye**

**Dr. Teresa Wood – Absent**

**Tina Childers – Aye**

**Dr. Michele Morrone – Aye**

**Dr. Allen Shae - Absent**

**Motion passed.**



Mrs. Ehorn presented resolution 2025-03: Cash Transfer, Amend Certificate, Appropriate Unappropriated Funds and Update the Receipt Line for the Budget Stabilization Fund 7018.

**Tina Childers made a motion to approve resolution 2025-03. Dr, Michele Morrone seconded the motion. Motion passed by unanimous voice vote.**

Mrs. Moresea asked for approval to increase the ServSafe Class fee from \$140 to \$150 per person due to an increase in the cost of the tests. Our fee would still be less than the online fee and less than what Columbus Public Health charges.

**Dr. Michele Morrone made a motion to approve the fee increase. Tina Childers seconded the motion. Motion passed by unanimous voice vote.**

Mrs. Moresea presented resolution 2025-04 to approve the Environmental Health Director to apply for, accept and enter into a Water Pollution Control Load Fund Agreement for 2025 on behalf of FCHD.

**Dr. Michele Morrone made a motion to approve Resolution 2025-04. Tina Childers seconded the motion. Motion passed by unanimous voice vote.**

#### **PERSONNEL**

End of Probation – Paula Grunkemeyer, Dietetic Technician

Request approval for out-of-state travel for Mackenzie Kaminski for the APIC Conference on June 16-18th. Ms. Kaminski received a scholarship for the registration, and she is applying for another scholarship for the travel reimbursement.

**Tina Childers made a motion to approve the out-of-state travel. Dr. Michele Morrone seconded the motion. Motion passed by unanimous voice vote.**

#### **MEDICAL DIRECTOR COMMENTS:**

Dr. Kapetansky stated that Mackenzie Kaminski put together a great presentation at the Child Fatality Review meeting. He introduced Kalee Gibson, a Nurse Practitioner student that is working with him. The state is recommending that you stay away from birds and ducks due to the Avian Bird Flu. There is a hotline for reporting dead birds. He is concerned about the spreading of measles and encourages vaccinations for those unvaccinated and certain compromised groups.

#### **BOARD MEMBER COMMENTS AND OTHER BUSINESS:**

N/A

**NEXT BOARD MEETING:** April 9, 2025, at 4:00 p.m.

**LOCATION:** Fairfield County Health Department, 1550 Sheridan Drive, Ste. 100, Lancaster



**DISTRICT ADVISORY COUNCIL MEETING:** March 27, 2025, at 7:00 p.m.

**LOCATION:** Fairfield County Records Center, 138 W. Chestnut St., Lancaster

**ADJOURN** The Board of Health Meeting adjourned on a motion by Tina Childers. Dr. Michele Morrone seconded the motion at 5:54 p.m. Motion passed.

Approved:

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

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