



LAWRENCE COUNTY HEALTH DEPARTMENT

2122 So. 8th Street
Ironton, OH 45638
740-532-3962



Public Health
Prevent. Promote. Protect
Lawrence County Health Department

Tony Virgin, MD
Health Commissioner

Jim Meadows, MD
Medical Director

Lawrence County Board of Health April 17th, 2024, Minutes

Call Meeting to Order

The meeting was called to order at 12:15 PM. Board Members present included Randy Lambert (President), Brenda Shipley (Vice-President), Mark Dickess, and Melanie Taylor.

Also present was Tony Virgin (Health Commissioner), Debbie Fisher (Administrator), Angela Bostick-Doyle (Director of Nursing), Paul O'Banion (Environmental Health Director), and Zach Schweinsberg (Fiscal Officer).

Reorganization

Brenda Shipley nominated Randy Lambert for President of Lawrence County Board of Health. Mark Dickess seconded the motion. All were in favor. The motion passed. Brenda Shipley nominated Mark Dickess to be the Vice-President for Lawrence County Board of Health. Melanie Taylor seconded the motion. All were in favor. The motion passed.

Approve Minutes

Randy Lambert asked for a motion to approve the minutes. Mark Dickess made a motion to approve the minutes from the last meeting. Melanie Taylor seconded the motion. All were in favor. The motion passed.

Randy Lambert noted that no members of the public were present.

Financial

Randy Lambert asked for a motion to approve expenditures, pay bills & salaries, and accept the financial reports. Mark Dickess made the motion. Brenda Shipley seconded the motion. All were in favor. The motion passed.

Randy asked for an update concerning the financial audit and for a summary of what happened during the meeting with Ohio Department of Health on April 5th. Zach Schweinsberg explained that ODH wanted to meet with LCHD over Microsoft Teams and requested that the President of the Board of Health and Lawrence County Auditor be in attendance. One topic of discussion was whether the audit for fiscal year 2020 should have been a financial audit or single audit. Zach Schweinsberg provided additional documentation to ODH on April 8th and has not heard back as of the date of this board meeting. Zach stated that once the 2020 and 2021 audits are published, the Health



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Department should be current on its financial audit. He noted that the 2022 and 2023 audits will need to be completed by September 2024. Based on how the current situation looks, the Health Department does not appear to be at risk of losing grant funding because of the fiscal audits.

The Board of Health conducted a quarterly credit card review. The only open credit card is with Tractor Supply Company. The account balance is currently \$0. The account is rarely used.

Mark Dickess asked what the Health Department would need to purchase at Tractor Supply. Zach provided some examples such as rat traps, a tire for the Health Department's dolly. Paul stated that flag had previously been purchased from there for septic systems.

Environmental

Paul O'Banion explained that the Board of Health needed to pass a resolution authorizing the Administrator to enter WPCLF agreements. Paul summarized an ongoing septic complaint issue.

The Board of Health reviewed the Environmental Health Report. Randy Lambert suggested some minor revisions to the policy.

Randy Lambert asked for a motion to approve Resolution 04172024A. Mark Dickess made a motion to approve Resolution 04172024A A RESOLUTION AUTHORIZING LAWRENCE CO. HEALTH DEPT. TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND AGREEMENT ON BEHALF OF THE COUNTY OF LAWRENCE FOR THE REPAIR AND REPLACEMENT OF HOME SEWAGE TREATMENT SYSTEMS. Brenda Shipley seconded the motion. All were in favor. The motion passed.

The Board of Health reviewed updates to the nuisance abatement policy. Debbie Fisher summarized the proposed changes. Randy Lambert asked for a motion to approve the updated policy. Mark Dickess made the motion. Brenda Shipley seconded the motion. All were in favor. The motion passed.

Personnel

The Board of Health reviewed a proposed update to the Health Department's jury duty policy. Zach Schweinsberg explained that the current policy requires an employee to pay any payment received from jury duty to the Health Department. After consulting with the



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County Auditor's Office, as well as Zashin & Rich Law Firm, it was determined that there would be no issue with removing this section of the jury duty policy. Randy Lambert asked for a motion to update the policy as presented. Mark Dickess made the motion. Melanie Taylor seconded the motion. All were in favor. The motion passed.

The Board of Health reviewed the hiring of Brenda Schweinsberg as an RN. Debbie Fisher explained that this was Zach Schweinsberg's mom. She stated that several people were interviewed, but the most qualified declined the position. Also, Angela Clarkson was hired to assist Stephanie Barnett with the BCMH program and immunizations. However, Angela Clarkson is now only PRN and has limited availability. Debbie noted that Zach abstained from interviews with any of the candidates, as well as all parts of the hiring process. Debbie also noted that Zach would not be Brenda's supervisor. Zach briefly addressed the Board concerning how the internal controls will be handled. He stated that anything for Brenda that would typically be approved by the Fiscal Officer would instead be redirected to Debbie Fisher, Administrator or Dr. Tony Virgin, Health Commissioner. Mark Dickess asked if the Health Department had a nepotism policy. Debbie explained that the manual had a nepotism policy and that it appeared the Health Department will be able to comply with that policy. Randy Lambert asked for a motion to approve the hiring of Brenda Schweinsberg. Brenda Shipley made the motion. Melanie Taylor seconded the motion. All were in favor. The motion passed.

The Board of Health reviewed the resignation of Camryn Zornes. Camryn accepted a position at Shawnee State University.

The Board of Health reviewed a change in job title for Paola Litton. Paola Litton will change from Contact Tracer to Health Educator as she transitions into Camryn's current role. With the change in job title, it is proposed to change Paola's pay from \$17.30 per hour to \$18.50, effective 04-13-2024. Mark Dickess abstained from any discussion. Melanie Taylor made the motion. Brenda Shipley seconded the motion. A vote was taken:

Randy Lambert: Yes
Mark Dickess: Abstain
Brenda Shipley: Yes
Melanie Taylor: Yes

The motion passed.



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Other Reports

The Board of Health reviewed the reports listed in section 6 of the agenda. Mark Dickess made a motion to receive and file the reports as presented. Brenda Shipley seconded the motion. All were in favor. The motion passed.

The Board of Health reviewed a report from the National Institutes of Health regarding Delta-8-THC use report by 12th graders. The Board of Health also reviewed Governor DeWine's 2024 State of the State Address. In his address, Governor DeWine expressed concern about intoxicating hemp products being sold to minors. The Board of Health reviewed examples of THC product packaging and considered the public health implications of laws that the legislature may consider in response to Governor DeWine's address.

Adjournment

Having covered everything on the agenda, the Board President adjourned the meeting at 1:03 PM.

The next meeting is scheduled for 5/15/2024 at 12:00 PM in the Conference Room of Lawrence County Health Department

Minutes Approved by:



Randall Lambert, BOH President

5-15-24

Date



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April 17th, 2024

Resolution 04172024A

A RESOLUTION AUTHORIZING LAWRENCE CO. HEALTH DEPT. TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND AGREEMENT ON BEHALF OF THE COUNTY OF LAWRENCE FOR THE REPAIR AND REPLACEMENT OF HOME SEWAGE TREATMENT SYSTEMS:

Whereas the County of Lawrence seeks to repair and/or replace failing home sewage treatment systems; and

Whereas the County of Lawrence intends to apply to the water Pollution Control Loan Fund (WPCLF) for the repair and/or replacement of failing home sewage systems; and

Whereas the Ohio Water Pollution Control Loan Fund requires the government authority to pass legislation for application of a loan and the execution of a WPCLF assistance agreement; now therefore,

BE IT RESLOVED by the Board of the county of Lawrence Ohio:

SECTION 1, That Debbie Fisher Administrator be and is hereby authorized to apply for a WPCLF assistance agreement, sign all documents for and enter into a Water Pollution Control Loan Fund with the Ohio Environmental Protection Agency for the repair and/or replacement of failing home sewage treatment systems on behalf of the County of Lawrence, Ohio.

SECTION 2. That is resolution shall take effect and be in force from and after the earliest period allowed by law.

Adopted 04/17/2024



President of Lawrence County Board of Health

Attest:



Administrator