



# LAWRENCE COUNTY HEALTH DEPARTMENT

2122 So. 8<sup>th</sup> 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 10-16-2024 Minutes

### Call Meeting to Order

The meeting was called to order at 12:09 PM.

### Roll Call

Randy Lambert (President)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Mark Dickess (Vice-President)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Brenda Shipley	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Melanie Taylor	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Kevin Willis	<input checked="" type="checkbox"/> Absent <input type="checkbox"/> Present

Also present was:

Tony Virgin (Health Commissioner)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Debbie Fisher (Administrator)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Angela Bostick-Doyle (Director of Nursing)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Paul O'Banion (Environmental Health Director)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
Zach Schweinsberg (Fiscal Officer).	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present

Also present was:

Mitchell Jenkins, Nuisance Control Officer  
Jessica Stapleton, Environmental Clerk

### 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.



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The Board of Health reviewed a quarterly summary of all credit card accounts for the Health Department. Currently, the only credit card that the Health Department has is for Tractor Supply Company and the balance is \$0.00.

### **Environmental**

The Board of Health was presented with a packet titled *Lawrence County Health Department Supplement to Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules*. Paul O'Banion summarized the information contained in the packet. The packet contained proposed language. After reviewing the packet, Mark Dickess made a motion to approve the Lawrence County Health Department Supplemental sewage treatment system rules as presented. Brenda Shipley seconded the motion. All were in favor. The motion passed.

Paul O'Banion informed the Board of Health that Ohio Department of Health would be conducting a septic survey on October 24<sup>th</sup> and October 25<sup>th</sup>. Paul discussed how the Health Department has been preparing for the survey, as well as possible implications of Ohio Administrative Code 3701-29.

Debbie Fisher shared an update on nuisance complaints.

Mitchell Jenkins shared pictures of a property at 267 Township Road 1336, South Point, Ohio, with parcel numbers 06-197-0500.000 and 06-197-0504.000. The responsible party is Harold W. Finley Sr. After reviewing the condition of the property, the Board of Health determined that the property was a public health nuisance.

Mitchell Jenkins shared updated pictures of a property located at 361 Township Road, Chesapeake, OH with parcel number 06-021-1100.003. This property was previously declared to be a public health nuisance at the Lawrence County Board of Health meeting held on 06-20-2024. The Board of Health reviewed updated pictures of the property on 08-21-2024. On 08-21-2024, the responsible party (Erin Reynolds) was given a 30-day extension to comply with the Board of Health's order to abate the public health nuisance. Upon reviewing updated pictures during the current meeting, it was decided to grant another 30-day extension based on the pictures indicating significant progress towards the abatement of the public health nuisance.

Mitchell also mentioned another property that had an excessive number of tires stacked up, but no action was taken at this time.



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### Personnel

The Board of Health reviewed a proposed policy for call out pay. Currently, the Health Department does not have call out pay. During a recent storm that resulted in a power outage, it was necessary for certain staff to report to the Health Department to handle issues pertaining to the storage of vaccines. After this event, it was decided that staff should receive call out pay if required to report outside of their usual working hours. The call out pay will be a stipend equal to two times an employee's base rate of pay. The stipend will be given in addition to whatever usual compensation that the employee would have received for working. Mark Dickess made a motion to approve the proposed policy. Brenda Shipley seconded the motion. All were in favor. The motion passed.

### 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.

Debbie Fisher discussed the updated mission statement and vision for the Health Department. She reviewed the updated strategic plan. Randy Lambert asked for a motion to approve the updated strategic plan. Mark Dickess made the motion. Melanie Taylor seconded the motion. All were in favor. The motion passed.

Zach Schweinsberg stated that when Sarah Buckley was hired by the Health Department as the Dental Sealant Grant Coordinator, her contract associated with the Dental Sealant Program was terminated. Included in the contract was a provision for her to receive a performance bonus. Although Sarah met the requirement for the performance bonus, she only completed  $\frac{3}{4}$  of the contract (since she was under contract from 01-01-2024 – 12-31-2024 but ended the contract on 09-30-2024). Zach recommended that Sarah receive the pro-rated portion of her performance bonus, which was calculated as being \$248.63. Mark Dickess Made a motion to approve the payment of the performance bonus. Brenda Shipley seconded the motion. All were in favor. The motion passed.



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### Adjournment

Having covered everything on the agenda, the Board President adjourned the meeting at 12:41 PM.

The next meeting is scheduled for 11-20-2024 at 12:00 PM in the Conference Room of Lawrence County Health Department

Minutes Approved by:

  
\_\_\_\_\_  
Randall Lambert, BOH President

11-20-2024

\_\_\_\_\_  
Date