



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  
November 13, 2024, 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  
Dr. Teresa Wood  
Dr. Allen Shaw

**Board Members Absent**

**STAFF PRESENT**

Joe Ebel, Health Commissioner; 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, McCray Wooten, Environmental Health Specialist-in-Training

**OTHERS PRESENT**

N/A

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 October 16, 2024, were presented for approval. The minutes were approved by unanimous voice vote.

## **HEARINGS & VARIANCES**

This meeting is the second reading for the Comprehensive Solid Waste Regulations program registering solid waste haulers. A list of waste haulers in Fairfield County was provided to the board for review. Notice was sent out to the haulers. Annual fees of \$150 per registration and \$75 per truck were proposed. Dr. Wood suggested notifying the District Advisory Council and the City of Lancaster of the new program and fees. Brian Oliver requested the estimated revenue from this program be brought to the December board meeting.

McCray Wooten, Environmental Health Specialist-in-Training, presented a variance request for 4265 Drinkle Road, Amanda, for the distance requirement for a sewage treatment system from property lines. A swale was cut for drainage on the property and now the 10' distance requirement from the property line is not possible.

**Dr. Michele Morrone made a motion to approve the variance request for 4265 Drinkle Road, Amanda, from OAC 3701-29-06 (G)(3)(a) for the distance requirements of a sewage treatment system. Tina Childers seconded the motion. Motion passed by unanimous voice vote.**

## **DIVISION REPORTS**

### **Environmental Health Report**

Rachel Moresea, Environmental Health Director, provided a written report to the Board. In Mrs. Moresea's absence, Mr. Ebel discussed a call with the Ohio Department of Health and a property owner regarding his neighbors' leach lines on his property. The permit shows at the time it was built his lot was vacant. The neighbor is trying to file a bond claim. The sewage system is not failing or causing a nuisance. The Prosecutor said this may be a civil issue.

### **Nursing Report**

Gale Neville, Nursing Director, provided a written report to the Board. Kim Yeager is leaving the health department. Fairfield Medical Center is still our major source of referrals for the Newborn Home Visiting program. We continue to have problems getting people to let us in their house. Nursing staff have been very busy with immunization clinics. We will be providing adult immunizations to JFS and Records Center staff this year.

### **WIC Report**

Mary Smith, WIC Director, provided a written report to the Board. Farmer's Market coupon redemption rate has increased to 71%. Caseload is up 24 from last month. We hope to have a new Dietetic Technician start on December 2<sup>nd</sup>.

### **Planning and Promotion Report**

Baylie Blevins, Health Promotion Director, provided a written report to the Board. Health Educators have been busy with the Fair, all staff training day, red ribbon week, bike path audits and other events. We will be meeting with Fairfield County Parks and Rec to review bike path

audit findings. We recently signed a translation services contract and received 5 pocket talk devices to assist with translation services. Re-accreditation application opens January 1<sup>st</sup>. Training Day was successful.

### **FINANCIAL REPORTS AND BILLS**

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

**Dr. Teresa Wood made a motion to approve the financial report and bill list. Dr. Allen Shaw seconded the motion. Motion passed by unanimous voice vote.**

Resolution 2024-11 Permanent Cash Transfer to the Capital Improvement Fund in the amount of \$104,134.40 was presented to the board for approval. This will bring the Capital Improvement fund balance to \$2,000,000, which is the maximum per the original resolution.

**Dr. Teresa Wood made a motion to approve Resolution 2024-11. Tina Childers seconded the motion. Motion passed by unanimous voice vote.**

Resolution 2024-12 to authorize the establishment of a budget stabilization fund by the Fairfield County Commissioners.

**Dr. Teresa Wood made a motion to approve Resolution 2024-12. Dr. Allen Shaw seconded the motion. Motion passed by unanimous voice vote.**

Resolution 2024-13 Permanent Cash Transfer to the Public Health Nursing fund in the amount of \$99,000.

**Tina Childers made a motion to approve Resolution 2024-13. Dr. Teresa Wood seconded the motion. Motion passed by unanimous voice vote.**

Mr. Ebel mentioned that we would be purchasing another Toyota Rav4 for a Community Health Worker or other staff performing home visits.

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

Joe Ebel, Health Commissioner, provided a written report to the Board. Birth and Death Certificates are \$32; FCHD is the only health department that charges over \$30 per certificate in the state. The State is going to an online portal where certificates could be ordered from any health department in the county. The Ohio Department of Health pool survey letter was received and included a few recommendations, but overall the survey was good.

### **PERSONNEL**

Mr. Ebel asked for approval to create a Community Health Worker position.

**Dr. Teresa Wood made a motion to approve creating a Community Health Worker position. Tina Childers seconded the motion. Motion passed by unanimous voice vote.**

Mr. Ebel described the change in the job description title of our Communicable Disease Nurse to a Communicable Disease Specialist.

#### **EXECUTIVE SESSION**

The board entered Executive Session to discuss the compensation of public employees.

A motion was made by Dr. Teresa Wood to enter Executive Session to discuss the compensation of public employees. Second, Dr. Allen Shaw. A roll call vote was conducted:

Brian Oliver - Aye  
Dr. Michele Morrone - Aye  
Dr. Teresa Wood - Aye  
Tina Childers - Aye  
Dr. Allen Shaw - Aye

The Board entered Executive Session at 5:01 p.m.  
The Board returned from Executive Session at 5:36 p.m.

A motion was made by Dr. Teresa Wood to return from Executive Session. Second, Dr. Allen Shaw. A roll call vote was conducted:

Brian Oliver - Aye  
Dr. Michele Morrone - Aye  
Dr. Teresa Wood - Aye  
Tina Childers - Aye  
Dr. Allen Shaw – Aye

Tina Childers made a motion to make a market adjustment increase to \$77,000.00 annually effective 11/16/2024 for Gale Neville, Baylie Blevins and Jamie Ehorn. Dr. Teresa Wood seconded the motion. Motion approved by unanimous voice vote.

Dr. Allen Shaw made a motion to award Mr. Ebel a 6% increase in pay for 2025. Second, Dr. Michele Morrone. Motion approved by unanimous voice vote.

#### **BOARD MEMBER / MEDICAL DIRECTOR COMMENTS:**

Board member, Tina Childers, suggested installing a Tesla charger for future fleet vehicles. Dr. Allen Shaw will not be present at the December board meeting.

**NEXT BOARD MEETING:** December 11, 2024, at 4:00 p.m.

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

**ADJOURN** The Board of Health Meeting adjourned on a motion by Tina Childers. Dr. Michele Morrone seconded the motion at 5:41 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