



**Tuscarawas County General Health District
Board of Health
Minutes**

Meeting Date and Time	July 17, 2024	
Location	897 East Iron Avenue Dover, Ohio 44622	
President or Presiding Officer	President Rebecca Mastin	
Meeting Type	<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Special
Attendees	<input type="checkbox"/> <input checked="" type="checkbox"/> Rebecca Mastin <input checked="" type="checkbox"/> Tweed Vorhees <input checked="" type="checkbox"/> Jeri Middaugh	<input checked="" type="checkbox"/> Dr. Randolph <input checked="" type="checkbox"/> Dr. Andrea Fanti <input checked="" type="checkbox"/> Michael Cochran

Agenda: Approval of Agenda and Changes

Call to order	at 3:16pm by R. Mastin	
Meeting minutes	May 15, 2024 Minutes (R)	
Motion	1 st Dr. Randolph	2 nd Mrs. Middaugh
Discussion		
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Walter Randolph yes Dr. Andrea Fanti yes Michael Cochran yes
	<input checked="" type="checkbox"/> Pass	<input type="checkbox"/> Fail

Community Comments	Robert Mischler attended to voice concerns about a water well drilled at his property.
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Vouchers and Monthly Financials	June Vouchers and Monthly Financials	
Motion	1 st Dr. Fanti	2 nd Mr. Cochran
Discussion	Highlighted section of Health Commissioner's report that provides an overview of income and expenses.	
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes
	<input checked="" type="checkbox"/> Pass	<input type="checkbox"/> Fail

Health Commissioner's Report	Please see attached report.
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Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Septic Variance for 1879 Sunset Lane SE, New Philadelphia			
Motion	1 st Mr. Cochran		2 nd Mrs. Middaugh	
Discussion	Held pending further board discussion.			
Vote	Tweed Vorhees yes Jeri Middaugh yes		Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes	
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-20 Permanent Transfer for Match Requirement			
Motion	1 st Dr. Fanti		2 nd Mrs. Middaugh	
Discussion	The Public Health Emergency Preparedness grant from the Ohio Department of Health requires a 7.7% local match for the assigned project period of July 1, 2024 to June 30, 2025. This would be a permanent transfer amount of \$6,806.49 from Health(E000) to PHEP(T008).			
Vote	Tweed Vorhees yes Jeri Middaugh yes		Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes	
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-21 Cash Advance Repays			
Motion	1 st Mr. Vorhees		2 nd Mrs. Middaugh	
Discussion	This is a cash advance to be repaid in the amount of \$40,000.00 from Food(G000) to Health(E000).			
Vote	Tweed Vorhees yes		Dr. Randolph yes	
	Jeri Middaugh yes		Dr. Andrea Fanti yes	
			Michael Cochran yes	
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	2024-22 Permanent Transfer Mosquito Control (T060)			
Motion	1 st Mr. Cochran		2 nd Dr. Randolph	
Discussion	The Tuscarawas County Board of Health subsidizes grant programs as needed with general funds and therefore we are asking for a cash transfer of \$3,486.44 from Health(E000) to Mosquito Control(T060) to cover overage expenses for the 2023 EPA Mosquito Control grant.			
Vote	Tweed Vorhees yes		Dr. Randolph yes	
	Jeri Middaugh yes		Dr. Andrea Fanti yes	
			Michael Cochran yes	
	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-23 Establishment of New Fund: Immunization(T074)			
Motion	1 st Dr. Fanti		2 nd Mrs. Middaugh	
Discussion	The Tuscarawas County Board of Health has the authority to establish funds to track income and expenses whereas it has been determined that income and expenses relating to immunizations should be separated from the fund currently titled Medical Clinic(T020) for more accurate financial records. Therefore we are asking for the creation of a fund titled Immunizations identified by T074.			
Vote	Tweed Vorhees	yes	Dr. Randolph	yes
	Jeri Middaugh	yes	Dr. Andrea Fanti	yes
			Michael Cochran	yes
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-24 Patial Cash Advance Repayment			
Motion	1 st Mr. Vorhees		2 nd Dr. Randolph	
Discussion	The board of health authorized a cash advance in the amount of \$400,000.00 from Health(E000) to Medical Clinic(T020) on March 20, 2024. Cash advances must be paid back to the originating fund, therefore we are asking for a partial cash advance payment of \$113,392.22 from Medical Clinic(T020) to Health(E000).			
Vote	Tweed Vorhees	yes	Dr. Randolph	yes
	Jeri Middaugh	yes	Dr. Andrea Fanti	yes
			Michael Cochran	yes
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-25 Permanent Cash Transfer to Immunization(T074)			
Motion	1 st Mrs. Middaugh		2 nd Mr. Cochran	
Discussion	T074 will require startup funds and will need a permanent transfer of \$113,392.22 from the Health(E000) to the Immunization(T074) fund. These will be held until the fund is approved by the state.			
Vote	Tweed Vorhees yes		Dr. Randolph yes	
	Jeri Middaugh yes		Dr. Andrea Fanti yes	
			Michael Cochran yes	
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-26 Cash Advance			
Motion	1 st Dr. Fanti		2 nd Mr. Vorhees	
Discussion	This is a retroactive cash advance of \$10,000.00 from Health(E000) to Mosquito Control(T060).			
Vote	Tweed Vorhees Yes		Dr. Randolph Yes	
	Jeri Middaugh Yes		Dr. Andrea Fanti Yes	
			Michael Cochran Yes	
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-27 Tagging and Embargo of Articles of Food			
Motion	1 st Dr. Randolph 2 nd Mr. Cochran			
Discussion	This provides the citations by which the revised code and the administrative code allows the embargoing and tagging of foods unfit for sale. It asks that the board of health designates and authorizes the Health Commissioner or his/her designees to tag articles and embargo them as allowed by the code when necessary to protect public health and safety.			
Vote	Tweed Vorhees yes		Dr. Randolph yes	
	Jeri Middaugh yes		Dr. Andrea Fanti yes	
			Michael Cochran yes	
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-28 Emergency Condemnation Order			
Motion	1 st Mr. Cochran 2 nd Mrs. Middaugh			
Discussion	There was a public health nuisance identified at a property located at 320 East Logan St, Gnadenuhuten on multiple occasions in June 2024. Therefore the board of health confirms and supports the actions of the Health Commissioner in declaring the dwelling condemned and unfit for human habitation effective June 28, 2024.			
Vote	Tweed Vorhees yes		Dr. Randolph yes	
	Jeri Middaugh yes		Dr. Andrea Fanti yes	
			Michael Cochran yes	
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-29 Cash Advance Repay			
Motion	1 st Dr. Fanti		2 nd Mr. Vorhees	
Discussion	Asking for the establishment of a new fund for the purposes of tracking federal expenditures. This fund is to be named Healthy Communities identified by T075			
Vote	Tweed Vorhees	yes	Dr. Randolph	yes
	Jeri Middaugh	yes	Dr. Andrea Fanti	yes
			Michael Cochran	yes
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-30 Cash Advance Repay			
Motion	1 st Dr. Fanti		2 nd Dr. Randolph	
Discussion	This is a cash advance repay of \$10,000.00 from Mosquito(T060) to Health(E000).			
Vote	Tweed Vorhees	yes	Dr. Randolph	yes
	Jeri Middaugh	yes	Dr. Andrea Fanti	yes
			Michael Cochran	yes
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-31 Healthy Communities Cash Advance			
Motion	1 st Mr. Cochran		2 nd Mrs. Middaugh	
Discussion	This is a cash advance for the purposes of start up funds in the amount of \$25,000.00 from Health(E000) to Healthy Communities(T075).			
Vote	Tweed Vorhees yes Jeri Middaugh yes		Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes	
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resolution 2024-32 Permanent Transfer to Employee Payout T069			
Motion	1 st Mrs. Middaugh		2 nd Mr. Vorhees	
Discussion	This is the fund that shall be used for employee payouts of unused leave time. The following programs had a fiscal year end date of June 30, 2024. PHEP(T008), Tobacco(T014), and GVO(T023). The following amounts will be permanently transferred to the Employee Payout Fund(T069): \$4,459.28 PHEP(T008) \$3,578.07 Tobacco(T014) \$560.40 GVO(T023)			
Vote	Tweed Vorhees yes Jeri Middaugh yes		Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes	
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/> Old Business	<input checked="" type="checkbox"/> New Business
Agenda Item	Resolution 2024-33 Cash Advance	
Motion	1 st Dr. Fanti	2 nd Mr. Cochran
Discussion	This is a cash advance from Health(E000) to BCMH(T064) in the amount of \$10,000.00.	
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes
	<input checked="" type="checkbox"/> Pass	<input type="checkbox"/> Fail

Business Type	<input type="checkbox"/> Old Business	<input checked="" type="checkbox"/> New Business
Agenda Item	Resolution 2024-34 Tuscarawas County Health Department Public Health Code	
Motion	1 st Dr. Randolph	2 nd Mrs. Middaugh
Discussion	The goal was to consolidate all of our policies and codes into one document that is easily searchable, accessible to the public, and we are all reading the same thing and we can cite this as opposed to looking through multiple separately approved policies. As we continue to develop policies and procedures that relate to the codes that govern us, they will be embedded into this document.	
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes
	<input checked="" type="checkbox"/> Pass	<input type="checkbox"/> Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	2024 Revised Budget T059 Enhanced Operations			
Motion	1 st Mr. Vorhees		2 nd Mrs. Middaugh	
Discussion	This is due to an increase in award with the new amount being around 1.3 million. A revised 2024 budget was needed for the new amount of \$561,188.56.			
Vote	Tweed Vorhees	yes	Dr. Randolph	yes
	Jeri Middaugh	yes	Dr. Andrea Fanti	yes
			Michael Cochran	yes
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	2025 Budget T059 Enhanced Operations			
Motion	1 st Dr. Fanti		2 nd Dr. Randolph	
Discussion	This is for the new award amount with the total for the 2025 budget being \$735,915.00.			
Vote	Tweed Vorhees	yes	Dr. Randolph	yes
	Jeri Middaugh	yes	Dr. Andrea Fanti	yes
			Michael Cochran	yes
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/> Old Business	<input checked="" type="checkbox"/> New Business
Agenda Item	2024 Budget T074 Immunizations	
Motion	1 st Dr. Fanti	2 nd Mrs. Middaugh
Discussion	This is a budget for \$226,754.44.	
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes
	<input type="checkbox"/>	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

Business Type	<input type="checkbox"/> Old Business	<input checked="" type="checkbox"/> New Business
Agenda Item	2025 Budget T074 Immunizations	
Motion	1 st Mr. Cochran	2 nd Mr. Vorhees
Discussion	This in the amount of \$226,754.44.	
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes
	<input checked="" type="checkbox"/>	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	2024 Budget T075 Healthy Communities			
Motion	1 st Mr. Vorhees	2 nd Mrs. Middaugh		
Discussion	This is for the 2024 budget in the amount of \$50,000.00.			
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	2025 Budget Healthy Communities			
Motion	1 st Dr. Randolph	2 nd Mrs. Middaugh		
Discussion	This is for the 2025 budget in the amount of 95,000.00.			
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Julian & Grube Engagement Letter			
Motion	1 st Mr. Cochran	2 nd Mrs. Middaugh		
Discussion	This is our auditing firms engagement letter. The letter lays out the contract and needs signed by the board president.			
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Out of state travel request for Amber Dunlap-Ott			
Motion	1 st Mr. Vorhees	2 nd Mrs. Middaugh		
Discussion	This is for the National Reproductive Health Conference in Philadelphia, PA. We consulted with our grant funders and they are allowing us to use Reproductive grant funds to cover the cost.			
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resignation of Alexis Sabatino, EHSIT, effective 6/14/2024			
Motion	1 st Mr. Vorhees	2 nd Mrs. Middaugh		
Discussion				
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Post and hire REHS/EHSIT			
Motion	1 st Mr. Vorhees	2 nd Mr. Cochran		
Discussion				
Vote	Tweed Vorhees yes yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Resignation of Shannon Fox, Public Health Educator II, effective 7/5/2024			
Motion	1 st Mr. Vorhees	2 nd Mr. Cochran		
Discussion				
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Post and hire Public Health Educator I/II			
Motion	1 st Mr. Vorhees	2 nd Dr. Randolph		
Discussion				
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Move Emma Clark from Public Health Educator I to Public Health Educator II			
Motion	1 st Mr. Vorhees	2 nd Mrs. Middaugh		
Discussion	She obtained her masters of public health and now qualifies as a Public Health Educator II.			
Vote	Tweed Vorhees yes	Jeri Middaugh yes	Dr. Randolph yes	Dr. Andrea Fanti yes Michael Cochran yes
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Health Services Associates Contract			
Motion	1 st Mr. Vorhees	2 nd Mrs. Middaugh		
Discussion	This is for our provider credentialing. We terminated a contract with Coastal Healthcare Consultants which cost around \$15,000.00 a year. To cut costs in the medical clinic we are contracting with this firm that charges \$2,400.00 per year per provider with the current total being \$4,800.00.			
Vote	Tweed Vorhees yes	Jeri Middaugh yes	Dr. Randolph yes	Dr. Andrea Fanti yes Michael Cochran yes
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Additional Clinic Lab Fees			
Motion	1 st Dr. Randolph	2 nd Mrs. Middaugh		
Discussion	This is so we have all the codes for all of the potential lab fees that could be ordered from Aultman.			
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Cost Allocation Plan for fiscal period July 1-September 30, 2024			
Motion	1 st Dr. Fanti	2 nd Mr. Cochran		
Discussion	This is something that is approved on a quarterly basis. It is based on the actual time worked from the previous quarter and sets up the amount paid by program for shared services for the next quarter.			
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Septic variance request for 2098 Goshen Valley Rd SE, New Philadelphia			
Motion	1 st Mr. Cochran	2 nd Dr. Randolph		
Discussion	This is a small lot requiring a NPDES system. It is currently infringing on the follow offsets: the dwelling and the shed.			
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Business Type	<input type="checkbox"/>	Old Business	<input checked="" type="checkbox"/>	New Business
Agenda Item	Septic Variance request for 5659 St Rt 516 NW, Dover			
Motion	1 st Dr. Fanti	2 nd Dr. Randolph		
Discussion	This is a new build. The system that was approved and what was in the ground were not the same so what was installed was not approved. Also the line from the house going into tank didn't matched so a new hole was drilled into the tank. The line coming out of the tank was ran through a geothermal field. The tank manufacturer is going through TAC at the Ohio Department of Health to receive approval for the tank being in the modified form. We will approve the variance for the tank due to the fact they have an application in with the Ohio Department of Health for approval in its modified form. The variance will stand as long as TAC makes it an approvable product. If TAC comes back and denies it the variance is null and void.			
Vote	Tweed Vorhees yes Jeri Middaugh yes	Dr. Randolph yes Dr. Andrea Fanti yes Michael Cochran yes		
	<input checked="" type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

Adjourn	No further business. Mrs. Mastin adjourned the meeting At 4:58 p.m.
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Signature of the Board President: _____

Signature of the Board Secretary: _____