

## LAWRENCE COUNTY HEALTH DEPARTMENT

2122 South 8<sup>th</sup> Street  
Ironton, Ohio 45638  
TELEPHONE: 740-532-3962  
FAX NUMBER: 740-532-1014



**Public Health**  
Prevent. Promote. Protect.  
Lawrence County Health Department

### Lawrence County Board of Health August 18<sup>th</sup>, 2021, Minutes

**Roll Call:** The meeting was called to order at 4:51 PM. Present were Lois Herrell, Brenda Shipley. Also present was Georgia Dillon, Health Commissioner; Angela Bostick-Doyle, Director of Nursing; and Zach Schweinsberg, Fiscal Officer. Randall Lambert, President of the Board, arrived at 4:59 PM.

**Approval of expenditures:** After review of Statement of Cash Position, Expense Report, Expense Transaction Ledger, U.S. Bank Transaction Search, and various GMIS Monthly expenditure reports, a motion was made by Lois Herrell to pay the bills and seconded by Brenda Shipley. Motion passed.

**Approval of minutes:** A motion was made by Lois Herrell to approve the minutes for the July 18<sup>th</sup>, 2021, Lawrence County Board of Health meeting. The motion was seconded by Brenda Shipley. All were in favor, the motion passed.

**Approval of reports received:** A motion was made by Lois Herrell to approve the reports received. The motion was seconded by Brenda Shipley. All were in favor. Motion Passed.

The approved reports included:

Sanitation, vital statistics, burial permit fee, accreditation, car seat / cribs, reproductive health, maternal and child health program, COVID-19 care resource coordination support, Coronavirus response supplemental, COVID-19 enhanced operations, public workforce, Pallottine foundation, public health emergency preparedness, COVID-19 vaccine equity supplement, COVID-19 vaccine needs assessment, get vaccinated Ohio, and immunizations.

Angela provided updates regarding two new grants. The public workforce grant starts 9/1/2021 and ends 6/3/2023, for a total of \$230,000 to be used in relation to Covid. The second grant was from the Pallottine foundation in connection with the St. Mary's Sisters from West Virginia, for a total of \$15,000. 100% of the Pallottine grant is intended to go toward salaries.

Brenda Shipley made a motion to accept Resolution 08182021a and Resolution 08182021b. The motion was seconded by Lois Herrell. All were in favor. The motion passed. Resolution 08182021a authorizes Zach Schweinsberg, Fiscal Officer, to initiate line-item transfers within any fund. Resolution 08182021b authorizes the payment of late fees / interest charges to Sam's Club in the amount of \$341.80. It is anticipated that the actual late fees / interest will be lower when the next statement arrives.

Georgia Dillon provided an update on sanitation/environmental reports. Food inspections have been performed. Late fees were temporarily waived, this ended 7/1/2021. There were 18 animal bites in July, 20 nuisance complaints, 8 septic systems, issued 6 septic permits. 8 properties were sold. Paul has been working hard on WPCLF related activities.



**LAWRENCE COUNTY HEALTH DEPARTMENT**

2122 South 8<sup>th</sup> Street  
Ironton, Ohio 45638  
TELEPHONE: 740-532-3962  
FAX NUMBER: 740-532-1014



Included in the approved reports were the following line-item transfers:

**Covid-19 Grant Fund**

7/30/2021: \$22,424.00 from E21-12C-003-000 *Supplies* to E21-12C-011-000 *Other Expenses*

8/4/2021: \$30,000 from E21-12C-003-000 *Supplies* to E21-12C-002-000 *Salaries*  
\$4,200 from E21-12C-003-000 *Supplies* to E21-12C-080-000 *PERS*  
\$435 from E21-12C-003-000 *Supplies* to E21-12C-083-000 *Medicare*

**Public Health Nursing Fund**

8/10/2021: \$5,000 from F00-12C-011-000 *Other Expenses* to F00-12C-003-000 *Supplies*

**Discussion of Personnel:** Jena Staten’s resignation was reviewed. Brenda Shipley made a motion to accept Jena’s resignation, Lois Herrell seconded the motion. All were in favor. Motion passed.

Laura Kuhn applied to replace Jena as Public Health Emergency Preparedness Coordinator / Health Educator. Laura has previously worked for the health department and is currently employed with Anthem. Lois Herrell made a motion to hire Laura Kuhn at \$19.25 / hour. Brenda Shipley seconded the motion. All were in favor. Motion passed.

**Adjournment:** Brenda Shipley made a motion to adjourn the meeting at 5:05 PM. The motion was seconded by Lois Herrell. All were in favor. Motion passed.

The next meeting will be held on September 15<sup>th</sup>, 2021, at 3:00 PM at the Lawrence County Health Department.

Minutes Approved by:

  
Randall Lambert, BOH President

  
Date



**LAWRENCE COUNTY HEALTH DEPARTMENT**

2122 South 8<sup>th</sup> Street  
Ironton, Ohio 45638  
TELEPHONE: 740-532-3962  
FAX NUMBER: 740-532-1014



Resolution no. 08182021b

A RESOLUTION TO APPROVE THE PAYMENT OF \$341.80 IN LATE FEES / INTEREST CHARGES TO SAM'S CLUB

WHEREAS the Lawrence County Health failed to make timely payments on the Sam's Club credit card, resulting in the assessment of late fees and interest charges

BE IT RESOLVED BY THE LAWRENCE COUNTY HEALTH DEPARTMENT BOARD OF HEALTH:

SECTION 1. Permits the payment of \$341.80 in late fees and/or interest charges to Sam's Club.

Passed: 8/18/2021 after 1 reading.      Vote: Yeas: 3      Nays: 0

Approved: 8/18/2021

Randall Hambley  
President of the Lawrence Co. Board of Health

Attest: Brenda Shipley  
Board of Health Member Signature

Gregory Allen  
Lawrence County Health Commissioner

Offered by: Brenda Shipley

Seconded by: Lois Herrell

Date: 8/18/2021

***Please attach a copy of the meeting minutes***



**LAWRENCE COUNTY HEALTH DEPARTMENT**

2122 South 8<sup>th</sup> Street  
Ironton, Ohio 45638  
TELEPHONE: 740-532-3962  
FAX NUMBER: 740-532-1014



Resolution no. 08182021a

A RESOLUTION TO AUTHORIZE THE FISCAL OFFICER FOR LAWRENCE COUNTY HEALTH DEPARTMENT TO INITIATE LINE-ITEM TRANSFERS

WHEREAS Local government entities are generally permitted to initiate line-item transfers within a fund and;

WHEREAS Line-item transfers are often necessary when the demands of project fluctuate and;

WHEREAS Line-item transfers need to be processed quickly to ensure the timely payment of bills,

BE IT RESOLVED BY THE LAWRENCE COUNTY HEALTH DEPARTMENT BOARD OF HEALTH:

SECTION 1. Permits the Fiscal Officer to initiate line-item transfers within any fund.

Passed: 8/18/2021 after 1 reading. Vote: Yeas: 3 Nays: 0

Approved: 8/18/2021

  
\_\_\_\_\_  
President of the Lawrence Co. Board of Health

Attest:   
\_\_\_\_\_  
Board of Health Member Signature

  
\_\_\_\_\_  
Lawrence County Health Commissioner

Offered by: Brenda Shipley

Seconded by: Lois Hetzell

Date: 8/18/2021

**Please attach a copy of the meeting minutes**