



LAWRENCE COUNTY HEALTH DEPARTMENT

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



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

Georgia Dillon, APRN, CNP
Health Commissioner

Jim Meadows, MD
Medical Director

Lawrence County Board of Health November 9th, 2022, Minutes

Call Meeting to Order

The meeting was called to order at 4:12 PM. Board Members present included: Randy Lambert (President), Mark Dickess, and Brenda Shipley.

Also present was Georgia Dillon (Health Commissioner), Zach Schweinsberg (Fiscal Officer), Angela Bostick-Doyle (Director of Nursing), and Debbie Fisher (Accreditation Coordinator).

Approve Minutes

Randy Lambert asked for a motion to approve the minutes for the Board of Health meeting held on 10/12/2022. Mark Dickess made the motion to approve the minutes, Brenda Shipley seconded the motion. All were in favor, the motion passed.

Randy Lambert asked if there was anyone present from the public that wished to make a comment to the Board of Health. No members of the public were present.

Financial

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

Next, the Board of Health Reviewed the proposed bonuses of 3% of CY2021 gross wages, not to exceed \$1,500.00. The Fiscal Officer provided a report summarizing the funding sources of the bonus and associated costs. After reviewing the reports, Mark Dickess made a motion to pay the proposed retention bonuses as presented (see attachment). Brenda Shipley seconded the motion. All were in favor. The motion passed.

Next, the Board of Health reviewed the Financial Monitoring Desk Review Closing Letter from Jennifer McCauley, the Chief of the Grant Services Unit with the Ohio Department of Health. The Fiscal Officer presented a corrective action plan to address the exceptions noted by the Ohio Department of Health.

Environmental

The Board of Health reviewed the sanitation report. Randy Lambert asked the Environmental Health Director how the WPCLF projects were going. Mark Dickess made a motion to accept



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and file the sanitation report. Brenda Shipley seconded the motion. All were in favor. The motion passed.

Randy Lambert asked for a motion to approve Jarrell Duty at 85% eligibility for financial assistance from WPCLF funding and Harry Hill at 100% eligibility. Brenda Shipley made the motion. Mark Dickess seconded the motion. All were in favor. The motion passed.

Next, the Board of Health reviewed proposed Resolution 11092022A, which would establish a minimum vertical separation distance to ensure adequate filtering of septic systems. Brenda Shipley made a motion to waive the three-reading rule for Resolution 11092022A, as allowed under Ohio Revised Code 705.15. Mark Dickess seconded the motion. All were in favor. The motion passed.

Mark Dickess made a motion to approve **Resolution 11092022A A RESOLUTION THAT THE LAWRENCE COUNTY HEALTH DEPARTMENT WILL IMPLEMENT THE STATUTORILY SUGGESETED MINIMUM FOR ONSITE SEWAGE VERTICAL SEPARATION DISTANCE PURSUANT TO OAC RULE 3701-29-15**. Brenda Shipley seconded the motion. All were in favor. The motion passed.

Next, the Board of Health reviewed updated food inspection forms. Mark Dickess made a motion to approve the new forms for use. Brenda Shipley seconded the motion. All were in favor, the motion passed.

Next, the Board of Health reviewed a draft copy of the maximum fee amount for food licensing fees. Mark Dickess made a motion to send out the draft copy of the maximum fee amounts for food licensing to the Ohio Department of Health, Ohio Department of Agriculture, and the affected vendors of Lawrence County. Brenda Shipley seconded the motion. All were in favor. The motion passed.

Next, the Board of Health reviewed the survey findings of the food service operation program by the Ohio Department of Health. Also reviewed by the Board of Health was a corrective action plan that was drafted in response to the survey findings.

Next, the Board of Health reviewed the food inspection reports for Gino's Pizza / Turdor's Biscuit World in Proctorville. Steve Rudd was not available to discuss the findings due to a phone call, so the item was tabled until later in the meeting.



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Personnel

The Board of Health reviewed Peyton Arden's resume. Brenda Shipley made a motion the change in job position for Peyton Arden from Contact Tracer to Health Educator, as well as a pay increase to \$20.25 per hour, effective 10/17/2022. Mark Dickess seconded the motion. All were in favor. The motion passed. The Health Commissioner noted that Peyton will likely be finding another job before the end of the year.

Next, the Fiscal Officer presented a proposed bonus policy to the Board of Health, as a follow up to the request that was made at the Board of Health meeting on 10/12/2022. Randy Lambert asked for a motion to approve the bonus policy, pending the legal opinion of the Lawrence County Prosecutor (note: on 11/16/2022 the Lawrence County prosecutor's office stated in a legal opinion delivered via email that the bonus policy was legal, the Lawrence County Commissioners passed a motion on 11/21/2022 to receive and file the prosecutor's legal opinion).

Environmental

Steve Rudd, REHS, and Garrett Carpenter, EHSIT, arrived at the meeting at 4:37 PM. Steve Rudd summarized the recent food inspection reports for Gino's Pizza / Tudor's Biscuit World. Steve Rudd stated that the restaurant had a very severe cockroach infestation, as well as six pages of food safety code violations. Gino's Pizza / Tudor's Biscuit World voluntarily shut down for three days in order to clean the restaurant. Steve stated that he would like to issue a notice of intent to suspend the food license of Gino's Pizza / Tudor's Biscuit World unless significant improvements continue to be made, or if the business would decide to voluntarily shut down.

Steve and Garrett left the meeting at 4:52 PM.

Personnel

Next, the Board of Health discussed paying a bonus to Georgia Dillon and Debbie Fisher, in accordance with the newly adopted bonus policy. Mark Dickess made a motion to pay a performance, retention, and years of service bonus to Georgia Dillon in the amount of \$10,000.00 and a bonus of \$1,000.00 to Debbie Fisher for submitting all Public Health Accreditation Board (PHAB) documentation, pending no adverse reports from the Lawrence County Prosecutor's Office. Brenda Shipley seconded the motion. All were in favor. The motion passed.



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The Board of Health then discussed the hiring of Dr. Tony Virgin as the Health Commissioner. Randy Lambert asked for a motion to hire Dr. Tony Virgin as the Health Commissioner at a rate of \$500.00 per week, with an anticipated four to five hours worked per week, or more hours as deemed necessary by the Administrator of Lawrence County Health Department, effective whenever Dr. Virgin wants to begin. Mark Dickess made the motion. Brenda Shipley seconded the motion. All were in favor. The motion passed.

The Board of Health then discussed adjusting the pay for the Medical Director, Dr. Jim Meadows. It was decided that matter would be revisited at a later time.

Other Reports

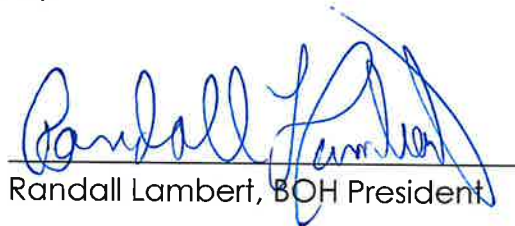
Randy Lambert asked for a motion to accept all the reports under item 6 of the agenda. Brenda Shipley made the motion. Mark Dickess seconded the motion. All were in favor. The motion passed.

Adjournment:

Mark Dickess made a motion to adjourn. Brenda Shipley seconded the motion. All were in favor. The motion passed. The meeting adjourned at 5:17 PM.

The next meeting is scheduled for 12/21/2022 at 4:00 PM in the Conference Room of Lawrence County Health Department.

Minutes Approved by:


Randall Lambert, BOH President

11-23-22
Date



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November 9th, 2022

Resolution 11092022A

A RESOLUTION THAT THE LAWRENCE COUNTY HEALTH DEPARTMENT WILL IMPLEMENT THE STATUTORILY SUGGESTED MINIMUM FOR ONSITE SEWAGE VERTICAL SEPERATION DISTANCES PURSUANT TO OAC RULE 3701-29-15.

WHEREAS OHIO ADMINISTRATIVE CODE 3701-29-15 (C)-(G) STATES THAT THE MINIMUM VERTICAL SEPERATION DISTANCE SHALL BE DETERMINED BY THE SOIL EVALUATION BUT THAT A MINIMUM SEPERATION DISTANCE MAY BE ESTABLISHED BY THE LOCAL BOARD OF HEALTH.

The Lawrence County Board of Health hereby resolves that:
THE MINIMUM VERTICAL SEPERATION DISTANCE BE SET AT 12 INCHES IN ORDER TO ENSURE ADEQUATE FILTERING OF EACH SYSTEM.

Adopted, 11/09/2022



President of Lawrence County Board of Health

Attest:



HEALTH COMISSIONER

Lawrence County Board of Health:
Randy Lambert, President • Curtis Anderson, Vice President
Brenda Shipley • Ryan Brislin, MD • Mark Dickess

Last Name	First Name	2021 Gross Pay	3% of 2021 Gross Pay (not to exceed \$1,500.00)	Medicare	PERS (bonus not pensionable if maxed out)	Total Cost of Bonus
Abdulrahman	Mohammad	\$ 29,257.70	\$ 877.73	\$ 12.73	\$ 122.88	\$ 1,013.34
Arden	Peyton	14,209.68	426.29	6.18	59.68	492.15
Barnett	Stephanie	75,079.80	1,500.00	21.75	-	1,521.75
Becker	Phyllis	40,228.99	1,206.87	17.50	168.96	1,393.33
Black	Joan	16,993.54	509.81	7.39	71.37	588.57
Bostick-Doyle	Angela	75,193.21	1,500.00	21.75	-	1,521.75
Carpenter	Garrett	14,135.00	424.05	6.15	59.37	489.57
Davis	Mary	30,758.56	922.76	13.38	129.19	1,065.32
Dillon	Georgia	130,791.06	1,500.00	21.75	-	1,521.75
Fisher	Debbie	76,001.18	1,500.00	21.75	-	1,521.75
Haney	Josh	5,873.50	176.21	2.55	24.67	203.43
Klaiber	Frannie	17,562.86	526.89	7.64	73.76	608.29
Lewis	Maxine	27,058.46	811.75	11.77	113.65	937.17
Newman	Sandy	31,268.29	938.05	13.60	131.33	1,082.98
O'Banion	Paul	46,818.06	1,404.54	20.37	196.64	1,621.54
Prince	Sherry	43,731.18	1,311.94	19.02	183.67	1,514.63
Quillen	Cindy	10,495.62	314.87	4.57	44.08	363.52
Rudd	Steve	44,867.30	1,346.02	19.52	188.44	1,553.98
Schweinsberg	Zach	21,710.62	651.32	9.44	91.18	751.95
Stapleton	Jessica	14,414.15	432.42	6.27	60.54	499.23
Terry	Joan	3,742.25	112.27	1.63	15.72	129.61
		\$ 770,191.01	\$ 18,393.77	\$ 266.71	\$ 1,735.13	\$ 20,395.61