



LAWRENCE COUNTY HEALTH DEPARTMENT

2122 So. 8th 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 05-21-2025 Minutes

Call Meeting to Order

The meeting was called to order at 12:10 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 type="checkbox"/> Absent <input checked="" type="checkbox"/> Present

Also present was:

Tony Virgin (Health Commissioner)	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Present
ebbie 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

Reorganization

Randy Lambert declared nominations open for President and Vice-President of the Board of Health. Mark Dickess nominated Randy Lambert for President. Brenda Shipley seconded the motion. All were in favor; the motion passed.

Brenda Shipley made a motion to nominate Mark Dickess as Vice-President. Melanie Taylor seconded the motion. All were in favor; the motion passed.

Randy Lambert asked for a motion to close nominations. Mark Dickess made a motion to close nominations. Melanie Taylor seconded the motion. All were in favor; the motion passed.

Randy Lambert is the President of the Board of Health and Mark Dickess is the Vice-President of the Board of Health.



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The Board of Health agreed to continue meeting on the third Wednesday of each month at 12 PM in the conference room of Lawrence County Health Department.

Approve Minutes

Randy Lambert asked for a motion to approve the minutes from the previous meeting. Mark Dickess made a motion to approve the minutes from the last meeting. Brenda Shipley 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. Brenda Shipley made the motion. Melanie Taylor seconded the motion. All were in favor. The motion passed.

Environmental

Paul O'Banion informed the Board of Health that a complaint was received about Jonathan Elliott's septic system. Paul inspected the system and found that it was discharging septic effluent into the road. Paul discussed the matter with Mr. Elliott but was unable to obtain any assurance that the system would be fixed. Paul sent two letters, one letter on 12-03-2024 and then a certified letter on 03-24-2025. Both the letters informed Mr. Elliott that his system was out of compliance and offered him the option of applying for financial assistance through WPCLF. Mr. Elliott has not replied to either of these letters.

Mark Dickess made a motion for a sanitarian to send a cease-and-desist letter to Jonathan Elliott at 17 Township Road 1104, Proctorville, OH 45669 until the system is effective again and approved by the Health Department; and that failure to comply with the cease-and-desist letter will result in referral to the Lawrence County Prosecutor. Brenda Shipley seconded the motion. All were in favor. The motion passed.

Personnel

The Board of Health reviewed the County Auditor's policy for a 4/10 work schedule, along with a staff survey about working a 4/10 schedule. If the Health Department were to operate on a 4/10 schedule, the intent would be to remain open to the public M-F 8-4. After



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discussion, it was decided that this matter would be revisited later to allow management to consider the logistics and any potential for administrative burdens.

The Board of Health reviewed Cindy Quillen's resignation. Cindy is the public health emergency preparedness coordinator. The job has been posted internally, but only received one application from Mitchell Jenkins, the nuisance control officer. Currently, the nuisance control officer is completely funded by the WF23 Public Health Workforce Development grant from ODH. Those funds are projected to be completely spent by early 2026, at which point there would be no funding for a dedicated nuisance control officer. Debbie Fisher reached out to other health departments and found that they do not have a full-time nuisance control officer. The Health Department's intention is to consolidate the nuisance control officer and public health emergency preparedness coordinator into one position. Randy Lambert asked for a motion to accept Cindy's resignation. Brenda Shipley made the motion, seconded by Mark Dickess. All were in favor; the motion passed.

Other Reports

The Board of Health congratulated Debbie Fisher on the accreditation of Lawrence County Health Department by the Public Health Accreditation Board. The Board recognized the effort that she has put toward achieving this goal, as well as other contributions made by other staff members that helped make this possible.

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. Melanie Taylor seconded the motion. All were in favor. The motion passed.

Personnel

Randy Lambert asked for a motion to enter executive session to discuss the potential dismissal of a regulated individual as permitted by Ohio Rev. Code § 121.22 (G)(1). Mark Dickess made the motion. Brenda Shipley seconded the motion. A roll call vote was taken:

Randy Lambert: Yes
Mark Dickess: Yes
Brenda Shipley: Yes
Melanie Taylor: Yes
Kevin Willis: Yes



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The Board of Health entered executive session at 12:55 PM.

The Board of Health left executive session at 1:22 PM.

Randy Lambert asked for a motion to give a 30-day notice to Darrell Carter to terminate his contract for dissatisfaction with his performance and conversations that were heard by other employees which could cause a detriment to the Health Department, subject to approval by the prosecutor. Mark Dickess made the motion. Brenda Shipley seconded the motion. All were in favor. The motion passed.

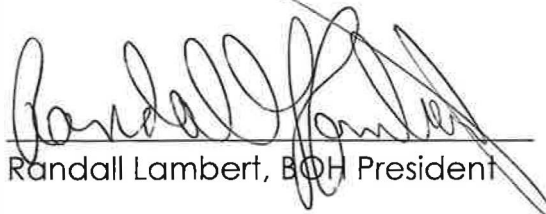
Randy Lambert asked for a second motion to inform Darrell Carter that he will be paid for the 30 days, but that he will not be required to appear for those 30 days. Brenda Shipley made the motion. Mark Dickess seconded the motion. All were in favor. The motion passed.

Adjournment

Having covered everything on the agenda, the Board President adjourned the meeting at 1:25 PM.

The next meeting is scheduled for 06-18-2025 at 12 PM in the Conference Room of Lawrence County Health Department

Minutes Approved by:


Randall Lambert, BOH President

6-18-25

Date