

Brown County Board of Health

Board Meeting Minutes

March 13, 2024

The Brown County Board of Health met in regular session on Wednesday, March 13, 2024, at 5:00pm with the following members present; Ralph Jennings, Mark Klump, Rachael Jodrey, and Dr. Mike McHenry. Also attending was Health Commissioner, Kyle Arn, Emergency Response Coordinator, Liz Pemberton, Deputy Health Commissioner/Director of Nursing, Pam Williams, Environmental Director, Steve Dick, Fiscal Officer/Administrative Assistant, Jennifer Fetters, and Public Health Nurse, Ami Yelton. Board President Ralph Jennings called the meeting to order at 5:00pm.

Approval of Board Minutes:

Mr. Jennings asked if there were any questions or corrections to the minutes for the meeting on February 14, 2024, provided to the board. Dr. McHenry made a motion to approve the minutes. Mrs. Jodrey seconded the motion. All members present voted aye. Motion passed.

Approval of Bills and Supplemental Appropriations:

Mr. Jennings asked if there were any unusual bills. Miss Fetters explained the bills. Mr. Jennings asked about the Emergency Fund amount and if we had moved any money yet. Mr. Arn explained that the amount we may want to deposit into the emergency fund has not yet been determined. Dr. McHenry made a motion to approve the bills. Mr. Klump seconded the motion. All members voted aye. Motion passed.

Environmental Division:

Mr. Dick discussed the food licenses and that we only have two outstanding. Mr. Dick discussed a housing situation where the family is living in the home but there is no septic system. The family has water usage and trash, but states not living there. The home is a new home that was built before the HD got involved. Mr. Jennings asked how we know about water usage. Mr. Arn stated that the water company will tell us that number. He said Rumpke will too. Mr. Dick said that the property is on Sterling Road and belongs to Dakota Colliver. Mr. Dick asked for a motion to send to the Prosecutor's Office. Mrs. Jodrey made a motion. Mr. Klump seconded the motion. All members voted aye. Motion passed.

Mr. Dick explained the 2024 HSTS Grant Resolution. Mr. Dick and Mr. Jennings explained the grant to the new board member. Dr. McHenry made a motion to approve the 2024 HSTS Grant Resolution. Mr. Klump seconded the motion. All members voted aye. Motion passed.

Nursing Division:

Mrs. Williams explained the BCMH program to the Board. The program helps any child and sometimes adults when they have a medical handicap. So far in 2024 our office has received over \$1000 in funding from this program.

Mrs. Williams told the Board that she has created funeral home packets that includes information about our harm reduction efforts in the county and contact information for the program. If a funeral director has a conversation with a family member and they may need to provide them with information for our program, they can use this packet to do so. This is an effort to increase awareness of our harm reduction program. Mrs. Williams provided the Board with numbers for the program. She said that we have already taken in over 17,000 needles/syringes in the first couple months of 2024. Mrs. Williams shared a chart that included information on the mobile unit and how many individuals that they have made contact within the unit that took NARCAN. We have 9 mobile health fairs set up for the year. ABCAP is handling this grant and has

received \$1000 so far in donations for the event. There have been raffle items donated by community members as well for the events. All vendors are health care/wellness related. These events will be on Wednesdays from 10am-2pm.

Mrs. Williams explained to the Board that the leadership had selected Mrs. Ami Yelton as the 2023 Employee of the Year, and that she will be recognized at the DAC meeting in March. Mrs. Williams also explained the Employee Recognition Program that will be held quarterly, and this quarter's award has been presented to Mrs. Elizabeth Pemberton. She has been extremely helpful to other staff during our time of being short staffed and will offer to assist other staff members on a daily basis.

Emergency Preparedness:

Mrs. Pemberton gave a presentation on Emergency Preparedness for CEU's for the Board. This included the PHEP and CRI grants. Dr. McHenry asked about the grant funding and if it was a yearly funding and how that was provided. Mrs. Pemberton explained that they are yearly grants, and the funding will fluctuate each grant year.

Administrative:

Mr. Arn presented the Board with the 2024 Proposed Operating Budget. Mr. Arn explained the projected budget and stated that the budget would be reviewed again as well as presented to the DAC at their March meeting. Mr. Jennings asked how it compared to last year's budget. Mr. Arn explained that there have been some increases in revenue, including solid waste money and some reductions in expenses.

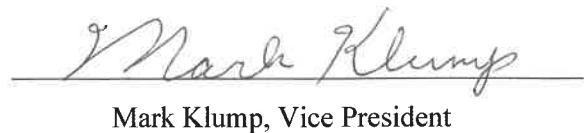
Mr. Jennings asked about accreditation. Mrs. Yelton explained that we have not heard a final statement just yet, but the committee meeting happened on March 12th, and they have two weeks from yesterday's meeting to give us a final statement.

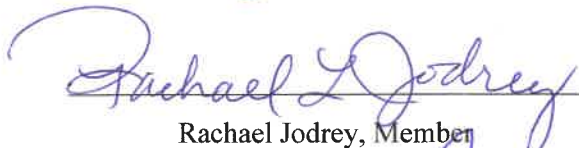
Mr. Arn updated the Board on the Grow building; the County Commissioners were supposed to have a meeting tomorrow March 14th to go over the drawings for the building.

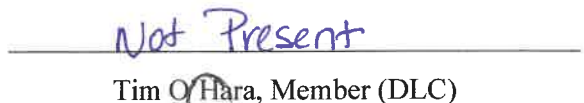
Mrs. Williams stated that Mr. Arn and herself have been trying to go to township community meetings to help them better understand what the Health Department does and if the townships have any questions or concerns, they can discuss those at those meetings. Mr. Arn stated he had been to 7 meetings so far. Mrs. Williams explained that this is a great way to make some better connections in the county.

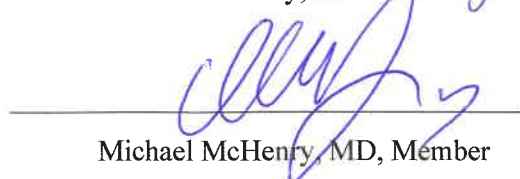
Dr. McHenry made a motion to adjourn the meeting at 5:33pm. Mr. Klump seconded the motion. All members present voted aye. Motion passed. Meeting adjourned.


Ralph Jennings, President


Mark Klump, Vice President


Rachael Jodrey, Member


Tim O'Hara, Member (DLC)


Michael McHenry, MD, Member


Kyle D. Arn, MS, REHS, Health Commissioner