

Brown County Board of Health

Board Meeting Minutes

May 8, 2024

The Brown County Board of Health met in regular session on Wednesday, May 8, 2024, at 5:00pm with the following members present; Ralph Jennings, Mark Klump, and Rachael Jodrey. Also attending was Health Commissioner, Kyle Arn, Deputy Health Commissioner/Director of Nursing, Pam Williams, and Environmental Director, Steve Dick. 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 April 10, 2024, provided to the board. Mr. Klump made a motion to approve the minutes. Mrs. Jodrey seconded the motion. All members present voted aye. Motion passed. Mrs. Jodrey mentioned that her old email was used, that she didn't get a copy emailed to her. Mrs. Richter arrived at 5:10pm.

**Approval of Bills and Supplemental Appropriations:**

Mr. Jennings asked if there were any unusual bills. Mr. Arn explained the bills. Mrs. Jodrey made a motion to approve the bills. Mr. Klump seconded the motion. All members voted aye. Motion passed. Mr. Arn explained the Supplemental Appropriation was to go towards a new printer. A copy of the supplemental appropriation is attached to these minutes. Mrs. Jodrey made a motion to approve the supplemental appropriation. Mr. Klump seconded the motion. All members voted aye. Motion passed.

**Environmental Division:**

Mr. Dick discussed with the Board bids regarding soil and design for the HSTS Grants. He said that Mr. DeMint and Mr. Cluxton usually bid but forgot. Mr. Dick said that we have received one bid today, but the bid closing was yesterday at 4:00pm. It was sealed, and UPS delivered it one day late. Mr. Dick checked with the Assistant Prosecutor, Mrs. McMullen, and she said that it doesn't count, that it will need to be rebid for the June meeting.

Mr. Dick explained to the Board the mosquito collection program that we are doing this year, in conjunction with ODH. Mr. Andrew Louderback will be doing the program. Mr. Dick said that it's mostly an educational tool. Traps get set up to collect mosquitoes to test for West Nile, etc. Mr. Dick also told the Board that Mr. Louderback will start doing food inspections on his own.

**Nursing Division:**

Mrs. Williams updated the Board on the next Community Health Event happening in Higginsport. Mrs. Williams gave the Board the current Harm Reduction numbers. Mrs. Williams discussed Quality Improvement and the HPV QI project the nurses are working on.

**Emergency Preparedness/Accreditation:**

Mr. Arn told the Board that Mrs. Pemberton was at training. Mr. Arn told the Board that the state was giving \$25,000 to each county to assist in the accreditation process. Mr. Arn said the PHAB ACAR showed deficiencies in our Performance Management and Quality Improvement processes. He said like the nurses HPV project, the environmental division is working on a records digitalization project. To help in these processes, Mr. Arn stated the Health Department recently got Clear Impact and Compyle to help with survey data. Mr. Arn also told the Board that ODH will be doing a statewide salary survey again, as well as comparing fee schedules statewide.

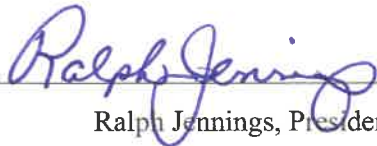
**Administrative:**


Mr. Arn presented the 2025 Proposed Operating Budget to the Board. He stated that the budget had been presented to the DAC in March for review. Mr. Arn said that is very similar to last year's budget but does not include grants. Mrs. Jodrey made a motion to approve the 2025 Proposed Operating Budget. Mr. Klump seconded the motion. All members present voted aye. Motion passed.

Mr. Arn discussed with the Board transferring money from the general fund to the Emergency/Contingency Fund. Mr. Arn said that amount hadn't been determined due to the Health Department still working through an audit. Mr. Arn suggested that smaller amounts be transferred instead of a larger amount in order to determine a operating balance.

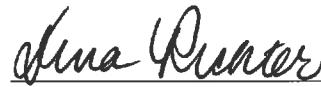
Mr. Jennings asked about the possibility of a telephone alert system to the county for storms. Mr. Arn said the new 911 Director's name was Dominic, and the EMA director is Tom Peterson. Mr. Arn told the Board that there was one variance for the month of April.


At 5:30pm Mrs. Jodrey made a motion to adjourn the meeting. Mr. Klump seconded the motion. All members present voted aye. Motion passed. Meeting adjourned.

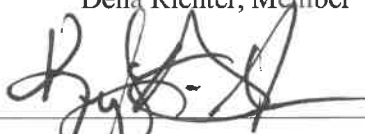
  
Ralph Jennings, President

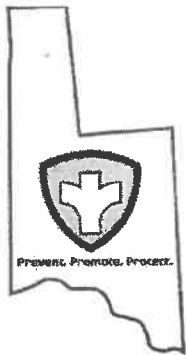
  
Mark Klump, Vice President

  
Rachael Jodrey, Member

  
Dena Richter, Member

  
Michael McHenry, MD, Member

  
Kyle D. Adams, MS, REHS, Health Commissioner



# Brown County Health Department

826 Mt Orab Pike, Georgetown, OH 45121

www.browncountyhealth.org

Health Commissioner: Kyle D. Arn, MS, RS

Our mission is to protect and improve the health of Brown County residents by providing preventive services, ensuring healthy environments and promoting healthy lifestyles.

PHONE: 937.378.6892 | TOLL FREE: 866.867.6892 | FAX: 937.378.4301 | MON-FRI 8AM - 4:30PM

May 9, 2024

Brown County Auditor  
800 Mt. Orab Pike  
Georgetown Ohio 45121

Attn: Colby

During the September Board of Health meeting, Rachael Jodrey made a motion to make the following supplemental appropriation from 2024 unappropriated funds into the codes listed below. Mark Klump seconded; motion carried.

Fund	Fund-Code	Amount
2606 (PHI)	2606-6000-52112 (Equipment)	\$6,000.00

If you have any questions, please do not hesitate to contact Jennifer at the above number.

Thank you,

Kyle D. Arn, MS, RS  
Health Commissioner

