

Brown County Board of Health

Board Meeting Minutes

September 11, 2024

The Brown County Board of Health met in regular session on Wednesday, September 11, 2024, with the following members present, Ralph Jennings, Rachael Jodrey, Dr. Mike McHenry, and Dena Richter. Also attending was Health Commissioner, Kyle Arn, Emergency Response Coordinator, Elizabeth Pemberton, and Public Health Nurse, Ami Yelton. Board President 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 August 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. Arn explained the bills. Mrs. Jodrey made a motion to approve the bills. Mrs. Richter seconded the motion. All members voted aye. Motion passed. Mr. Arn explained the supplemental appropriations. Dr. McHenry made a motion to approve the bills. Mrs. Richter seconded the motion. All members voted aye. Motion passed.

Administrative:

Mr. Arn explained the 2025 food cost methodology. The fees that we will charge are based on numbers from 2023. This does not go into effect until January. Mr. Arn explained that the board by-laws are changing to 5-minute increments and a maximum time of 20 minutes for guests to speak at a board meeting. The board discussed the possibility of a health department credit card, to use for travel or other costs for employees that they would otherwise be reimbursed for. Mr. Arn presented the board with a video on Public Health Code of Ethics from Kent State University.

Environmental Division:

Mr. Arn explained a variance request that came in on Yankeetown Road. The lot design was too small to get the correct length of leech lines. Dr. McHenry made the motion to approve the variance. Mrs. Jodrey seconded the motion. All members voted aye. Motion passed.

Nursing Division:

Mrs. Yelton gave an accreditation update to the board. We are ahead of schedule for getting accredited, but we have to wait until March. Mrs. Yelton explained she was chosen to be on the Accreditation Advisory Team. Mrs. Yelton explained that we are scheduling flu shots by appointment on Tuesdays. We will have RSV and Pneumonia vaccines in October. Mrs. Yelton explained that we will have two spots at the fair this year one with EMA and one with our mobile unit.

Emergency Preparedness/Accreditation:

Mrs. Pemberton explained that she will be giving out MRC swag and coloring books at the fair later this month. She explained that she will be attending ICS-300 next week and that this a required training through the PHEP grant.

At 5:55pm Dr. McHenry made a motion to adjourn the meeting. Mrs. Jodrey seconded the motion. All members present voted aye. Motion passed. Meeting adjourned.

Ralph Jennings

Ralph Jennings, President

Absent

Mark Klump, Vice President

Rachael L. Jodrey

Rachael Jodrey, Member

Dena Richter

Dena Richter, Member

Michael McHenry

Michael McHenry MD, Member

Kyle D. Williams

Kyle D. Williams, 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

September 12, 2024

Brown County Auditor
800 Mt. Orab Pike
Georgetown Ohio 45121

Attn: Colby

During the September Board of Health meeting, Michael McHenry made a motion to make the following supplemental appropriation from 2024 unappropriated funds into the codes listed below. Dena Richter seconded; motion carried.

Fund	Fund-Code	Amount
2600 (General)	2600-6000-52188 (Nursing Supplies)	\$20,000.00
2606 (PHI)	2606-6000-52118 (Contract Services)	\$2,520.00
2610 (Sewage)	2610-6000-52114 (Travel & Training)	\$2,000.00
2611 (CRI)	2611-6000-52116 (Other Expenses)	\$5,000.00

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