



Brown County Health Department

9116 Hamer Road, Suite 101, Georgetown, OH 45121
(P) 937.378.6892 | (F) 937.378.4301 | Monday – Friday 8AM – 4:30 PM
www.browncountyhealth.org



Public Health
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Brown County Health Department Board of Health Meeting

The Brown County Health Department met in regular session on Thursday, March 12, 2026. The following members were present, Ralph Jennings, Mark Klump, Dr. Michael McHenry, Rachael Jodrey, and Dena Richter. Also in attendance were Kyle Arn, Health Commissioner; Deputy Health Commissioner/Nursing Director, Pam Williams, Fiscal Officer, Jennifer Fetters, Public Health Nurse, Ami Yelton, and Environmental Health Director, Steve Dick. President Ralph Jennings called the meeting to order at 5:00 pm.

Approval of Board Minutes

- 1. February 12, 2026, Board of Health Meeting Minutes** - Mr. Jennings asked if there were any questions or corrections to the minutes provided to the Board for the February monthly meeting. Dr. McHenry motioned to approve the minutes; Mr. Klump seconded the motion. All members voted aye. Motion passed.

Approval of Bills

Mr. Jennings asked about the Health Space bill. Mr. Arn explained that this was the first statement and the next bill will not be that large. Mrs. Jodrey made a motion to approve the bills; Mrs. Richter seconded the motion. All members present voted aye. Motion passed.

Supplemental Appropriation

The Board reviewed the following Supplemental Appropriations:

Fund	Fund-Code	Increase Amount	Appropriation Amended Budget
2601 (Wellness)	2601-6000-52133 (Transfer Out)	\$8.67	\$8.67
2605 (Food Service)	2605-6000-52116 (Other Expenses)	\$10,000.00	\$10,500.00
2610 (Sewage)	2610-6000-52118 (Contract Services)	\$9,000.00	\$9,200.00

Miss Fetters explained the above appropriations to the Board; the first is to close out the remaining funds from the Wellness Fund, which will not be utilized anymore; the second and third are additional funds needed to help pay for the HealthSpace contract costs. Mr. Klump made a motion to approve the proposed supplemental appropriations; Mrs. Richter seconded the motion. All members voted aye. Motion approved.

Environmental Division:

Mr. Dick presented the Board with a presentation on the different septic designs and soils and the state requirements for those and what he looks for on each one. Mr. Dick discussed subdivision reviews with the Board.



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Nursing Division:

Health Fair: Mrs. Williams updated the Board about the Health Fair. There were 243 in attendance including 61 agencies. She explained there were attendees from 6 counties and 18 zip codes, 2 of those zip codes were from Kentucky. Over 60 Narcan were provided along with keychains meant to hold one NARCAN. She said we advertised multiple ways, and we should find out from surveys gathered by the Joint Vocational School (JVS) intended to see how people found out about the event. There was a representative from ODH there as well.

Upcoming Nursing Events: Mrs. Williams discussed Mental Health First Aid. She has a grant that is going to come here to do a class on May 15th from 9am-3:30pm. The Board was provided with a flyer for registration if they are interested in attending. She said that 30 people are the max, and there are 10 signed up.

Mrs. Williams discussed she was starting Healthy Minute Mondays on the 3rd Monday of every month at the Lighthouse in Georgetown. There will be a table with information and things going on.

Mrs. Williams stated that there is a Health Source Event on April 7th. She said that we are trying to attend some of them and are meeting with ABCAP to partner for community events.

Emergency Response:

Mr. Arn stated that Ms. Gifford couldn't be here tonight, and there are no updates. She is still learning the position right now.

Administrative:

2025 Annual Report: Mr. Arn presented the Board with the annual report and explained the different sections of it. Mr. Arn pointed out the overdose deaths have decreased, which is great. Mr. Arn is very proud of our team, they have all worked hard on this, we have a great team. The Health Department being accredited is right on the front of the annual report, we are proud of that achievement.

New Website Updates: Mr. Arn has reached out to R. Varney to look at making a new website instead of 1011 Tech since they have been quite busy with IT. We are closer to getting a new website and getting records searchable.

Annual Report Follow-Up Discussion: Mr. Jennings asked Mr. Dick about the new construction applications in the annual report. Mr. Jennings asked what the mix of mounds to leach lines was. Mr. Dick stated usually 60-40 mounds to leach lines. Mr. Jennings also asked about the vitals issuance and if they are just foot traffic or online. Miss Fetters explained that it is both, but mainly foot traffic which has increased a bit over the last year and looks like it might this year as well.



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2027 Proposed Operating Budget: Mr. Arn presented the Board with the 2027 Proposed Operating Budget. Mr. Arn discussed with the Board how the Federal funding is being cut and the Workforce Development Grant will be going away soon, and we haven't heard any updates or if any will be renewed. Mr. Arn explained that Miss Feters, Mrs. Williams and himself have run through the numbers, estimated as best as possible, and there will be a shortfall in the general, food and sewage funds unfortunately. Mr. Jennings asked if the food fund will change with cost methodology. Mr. Arn stated that yes, it could, but we don't know those exact numbers yet. For budget purposes, those funds will show a negative, however, the budget does not show the cash balance or the emergency fund and there are cushions there if it ends up being needed in 2027. However, if the overall revenue doesn't increase, by either fees, levy, or other funding, then that projected will eventually chip away at those cushions.

Mr. Arn has researched and 25% carryover is the typical for Health Departments and our is a little higher than that right now. If the budget is as it shows for 2027, then we will need to look at either cutting some services that we don't generate revenue in or look at increasing funding from elsewhere or the townships. We have not had an increase from the townships since 2018. Without the grant money, we do need to be more sustainable for the long term. Dr. McHenry asked about the solid waste authority money and could we get an increase there. Mr. Arn stated that he thought we possibly could, we do a lot of inspections for them within the county, and he is going to request more from them in the next year. Mr. Arn asked Mr. Jennings his thoughts on all this. Mr. Jennings does agree that something needs to be done, we will need to ask the budget commission and solid waste for an increase.

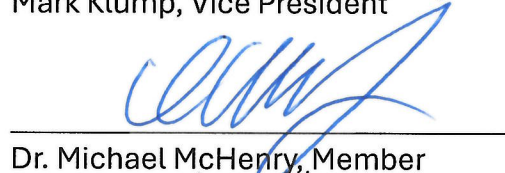
Adjournment

A motion to adjourn the meeting was made by Mrs. Richter at 6:15pm. Mrs. Jodrey seconded the motion. All members aye, meeting adjourned.


Ralph Jennings, President


Mark Klump, Vice President


Rachael Jodrey, Member


Dr. Michael McHenry, Member


Dena Richter, Member


Kyle D. Arn, Health Commissioner

