



Public Health
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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



Brown County Health Department Board of Health Meeting

The Brown County Health Department met in regular session on Thursday, April 9, 2026. The following members were present, Ralph Jennings, Mark Klump, 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. **March 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 March monthly meeting. Mrs. Jodrey motioned to approve the minutes; Mrs. Richter seconded the motion. All members voted aye. Motion passed.

Approval of Bills

Mr. Jennings asked if there were any unusual bills; Miss Fetters explained there were no unusual bills. Mr. Klump made a motion to approve the bills; Mrs. Jodrey seconded the motion. All members present voted aye. Motion passed.

Environmental Division:

Mr. Arn told the Board there was an HSTS Grant project bid opening. Mr. Dick said that it was on Graybill Road, and it was a split mound system. Mr. Jennings asked about a split mound. Mr. Dick explained a split mound to the Board. One bid was received from Briarwood Excavating, Ervin Burkholder, for \$38,500. This project is funded 100% by the grant. Mrs. Jodrey made a motion to approve the bid; Mr. Klump seconded the motion. All members present voted aye. Motion passed.

Mr. Dick updated the Board on the HSTS Grant; he stated that there is approximately \$109,000 left available in the 2024 Grant and they will hopefully have two more bids next month, one for 100% and one for 50% assistance. Mr. Dick then stated that depending how much time is left on the 2024 Grant, we may have to jump into the 2025 Grant.

Mr. Dick informed the Board that Andrew Louderback turned in his resignation, and his last day will be the 24th of April. He will be going to Highland County Health Department. Mr. Arn has the position listed and is in the process of attempting to fill the position.

Nursing Division:

Mrs. Williams informed the Board of the Health Fair at Maysville at Meadowview and stated that it was very well attended. The only issue they had was that there were many agencies that did not take Ohio insurance, so they had to be very selective in what information was



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given depending on what state the person was insured in. Mr. Jennings asked about other state insurance issues and Mrs. Williams stated that yes, there would be an issue with Ohio issued insurance for someone receiving services in another state.

Board of Health Members CEU's:

Mrs. Williams presented the Board with a video on the Overdose & Suicide Fatality review for Board CEU's. She completes the data for this review every year. This year there were 23 people in attendance at this year's meeting. They reviewed data at that meeting on how those deaths occur and how they can be prevented, if possible. Mrs. Williams also does the Child Fatality Review and this year they did them all in one meeting, which worked out well.

Emergency Response:

Ms. Gifford stated that she didn't have any updates, she is continuing training and working on deliverables right now.

Administrative:

Mr. Arn discussed the nuisance at 9953 US 62; it has not been cleaned up yet. There are multiple tires and a lot of trash there as well as a barn that is falling down and is full of trash. Mr. Arn presented the board with photos Mr. Dick taken two weeks ago. Mr. Jennings asked if the owner lived in another county. Mr. Arn stated that yes, she lives in Clermont County. Mr. Arn has emailed the prosecutor, Mr. Benintendi, and asked if we need to send the letter and give them 30 days. He stated that no, with the owner being on probation, the Board could go ahead and declare it a public nuisance at this point. The Board discussed this. Mr. Dick explained that the owner was ordered to clean it up, she did and was placed on probation, unfortunately it has stayed like this. Mr. Dick and Mr. Arn have worked with Deputy Greene on this, but nothing has been done. The only way that you can store trash is if you are a licensed facility, or if it is in a bin and can only be 90 days. That isn't what this is, it is trash from squatters, etc. Mr. Jennings made a motion to declare it a public health nuisance. Mrs. Richter asked if anyone was living there, and Mr. Arn stated that no, it was vacant.

Roll call vote:
Mr. Jennings, aye
Mrs. Richter, aye
Mr. Klump, aye
Mrs. Jodrey, aye
Motion passed

Vacation Buy Out: Mr. Arn discussed the Vacation Buy Out Policy with the Board. Mr. Arn presented the Board with the current vacation buyout program, which states that employees can cash out up to 40 hours of unused vacation hours earned but not used that year. Miss Feters explained that sometimes we have carryover hours and that does not apply to this; we like to discuss being able to add that into the policy for those employees that are running to their max vacation carry amount due to this. Mr. Jennings asked how the



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other county offices do this and asked Mr. Arn to discuss this with the Prosecutor's office and other county offices too.

Other Business: Mr. Jennings asked Mr. Dick about the septic on White Oak Valley Road. Mr. Dick stated that they could do an easement, but he has not heard back from them yet.

Adjournment

Mrs. Jodrey made a motion to adjourn the meeting at 5:36pm. Mr. Klump 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

