

Miami County Public Health
Board of Health Meeting
Hobart Center for County Government – Room 225
510 West Water Street
Troy, OH 45373

January 25, 2024
Meeting Minutes

1. **Introductions:** See attached sign in sheet.
2. **Next meeting:** February 22, 2024, at 9:00 a.m.
3. **Additions to and adoption of agenda:** Mrs. Quillen made a motion to approve the agenda with the addition of Resolution 2024-01-25-02. Mrs. Pittenger seconded the motion. All voted in favor.
4. **Approval of Minutes**
 - » December 21, 2023, Regular Session: A motion was made by Mrs. Pittenger to approve the minutes as presented. Mr. Maiberger seconded the motion. All voted in favor.
5. **Old Business:** None
6. **New Business**
 - » **Resolution 2024-01-25-01 Resolution authorizing the county Auditor to draw warrants for then and now certificate payments (Propes):** A motion was made by Mrs. Quillen and seconded by Mrs. Pittenger to approve the resolution. A roll call was taken, and the resolution passed.
Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Absent Mrs. Welker: Yes Mr. Maiberger: Yes
 - » **Emergency Resolution 2024-01-25-02 Resolution to adopt a license fee for a low risk mobile retail food establishment (Tomcisin):** A motion was made by Mr. Maiberger and seconded by Mrs. Welker to approve the emergency resolution. A roll call was taken, and the resolution passed.
Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Absent Mrs. Welker: Yes Mr. Maiberger: Yes
 - » **Water Pollution Control Loan Fund (WPCLF) (Tomcisin):** A motion was made by Dr. Malarkey and seconded by Mr. Ristoff to approve the following site. All voted in favor.
 - » **10873 Horseshoe Bend, Laura:** Mound system, Qualified for 100%.
7. **Financial reports**
 - » **Budget reports – December 2023 –** Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff made a motion to accept the Budget Report as presented. Mrs. Quillen seconded the motion. All voted in favor.

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- » **Expenditure report – December 2023** – Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff made the motion to accept the Expenditure Report as presented. Mrs. Pittenger seconded the motion. All voted in favor.

8. Health Commissioner's supplemental report:

- » The Help Me Grow program completed their accreditation site visit. Positive feedback was received.
- » Hallie Whitley celebrated 30 years of service working in the Women, Infants, and Children (WIC) program.
- » The Community Health Assessment kickoff meeting is scheduled for February 1, 2024. Kent State University will be leading the assessment. Board members will be asked for input throughout the process.
- » Mr. Propes thanked the Leadership Team for all that was done during his leave.

9. Additional Business: None

10. Public Comment: None

11. Executive Session (Appointment of Personnel): Mrs. Quillen made a motion to enter into executive session to discuss personnel. Dr. Malarkey seconded the motion. A roll call was taken.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Absent Mrs. Welker: Yes Mr. Maiberger: Yes

Mrs. Pittenger made the motion to enter back into regular session of the Board of Health. The motion was seconded by Mrs. Quillen. A roll call was taken.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Absent Mrs. Welker: Yes Mr. Maiberger: Yes

Mrs. Pittenger made a motion to hire Jammie Kaeck as a full time Public Health Nurse. Mrs. Quillen seconded the motion. All voted in favor.

12. Adjournment Recommended: A motion to adjourn was made by Mr. Ristoff and seconded by Dr. Malarkey. All voted in favor.



Ann Baird

Date

Board of Health President

 2/22/24

Dennis R Propes

Date

Health Commissioner