

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

**October 24, 2024**  
**Meeting Minutes**

1. **Introductions:** See attached sign in sheet.
2. **Next meeting:** November 21, 2024, at 9:00 a.m.
3. **Additions to and adoption of agenda:** No changes
4. **Approval of Minutes:**
  - » September 26, 2024, Regular Session: A motion was made by Mrs. Quillen to approve the minutes as presented. Mrs. Pittenger seconded the motion. All voted in favor.
5. **Public Hearing for Resolution 2024-09-26-01 Adjust Food Fees:**
  - » Mrs. Baird opened the public hearing for fee changes in the food program outlined in resolution 2024-09-26-01. Jane Tomcisin presented the changes and answered questions. No feedback was received from anyone that received the fee notice. Others, in-person and via zoom were invited to comment. No comments were received. Mrs. Baird then closed the public hearing portion of the meeting.
6. **Old Business:**
  - » **Resolution 2024-09-26-01 Adjust Food Fees, Second Reading (Tomcisin):** To adopt new mobile and temporary food fees to pay for the Health District's portion of the Retail Food Establishment and Food Service Operation programs.
  - » **Approval of New Hire, Environmental Health Clerk (Propes):** Formal approval was requested for the hire of Sarah Barnhart as the new Environmental Health Clerk. Mr. Maiberger made a motion to hire Sarah Barnhart as the new clerk. Dr. Malarkey seconded the motion. All voted in favor.
7. **New Business**
  - » **Ethics Committee Update (Barklay):** Hannah Barklay presented the updated Ethics Policy that now includes an updated version of the Public Health Code of Ethics. Mr. Maiberger made a motion to approve the updated Ethics Policy. It was seconded by Mrs. Pittenger. All voted in favor.
  - » **Water Pollution Control Loan Fund (Tomcisin):**
    - » 9375 Burr Oak New Hope Rd. Grant pays 100%. Mrs. Pittenger made a motion to approve the project as presented. Mr. Ristoff seconded the motion. All voted in favor.

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**8. Financial reports**

- » **Budget reports – September 2024** – Mr. Propes reviewed the report with the Board. After discussion, Mr. Sarver made a motion to accept the Budget Report as presented. Mrs. Quillen seconded the motion. All voted in favor.
- » **Expenditure report – September 2024** – Mr. Propes reviewed the report with the Board. After discussion, Mr. Maiberger made the motion to accept the Expenditure Report as presented. Mrs. Pittenger seconded the motion. All voted in favor.

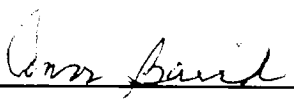
**9. Health Commissioner's supplemental report:**

- » MCPH's annual training day was at Lost Creek Reserve. Staff enjoyed the day and were able to participate in educational sessions and team building events.
- » Two employees are taking advantage of the Precinct Election Officer offer that was approved at the last board meeting.
- » The 2025 adjusted budget is being finalized and the Budget Committee meeting will be scheduled within the next two weeks.
- » Health insurance renewals originally came in at above 35%. With some negotiating and a lump sum payment of \$30,000, we were able to reduce the increase to 19.69%. Moving forward, MCPH will be looking at all options including moving away from The Jefferson Health Plan. Discussion session followed. Mrs. Pittenger made a motion to pay \$30,000 to The Jefferson Health Plan to lock in a 19.69% renewal for 2025. Mrs. Quillen seconded the motion. All voted in favor.


**10. Additional Business: None**

**11. Public Comment: None**

**12. Adjournment Recommended:** A motion to adjourn was made by Mrs. Pittenger and seconded by Mr. Sarver. All voted in favor.

  
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Ann Baird  
Board of Health President

Date

  
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Dennis R Propes  
Health Commissioner

11/21/24  
Date