

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

**January 23, 2025**  
**Meeting Minutes**

1. **Introductions:** See attached sign in sheet. New employee Rachel Bell was introduced.
2. **Next meeting:** February 27, 2025, at 9:00 a.m.
3. **Additions to and adoption of agenda:** Mrs. Baird made a motion to approve the agenda as presented. Mr. Ristoff seconded the motion. All voted in favor.
4. **Approval of Minutes:**
  - » December 19, 2024, Regular Session: A motion was made by Mr. Ristoff to approve the minutes as presented. Mrs. Quillen seconded the motion. All voted in favor.
5. **Old Business:** Mr. Propes discussed vacant positions within the agency. Currently, there are openings for a Help Me Grow Home Visitor and Environmental Health Specialist in Training. Discussion session followed. Mrs. Baird made a motion to approve the hire of Kaitlin Swift to fill one of the Environmental Health Specialist in Training positions. Dr. Malarkey seconded the motion the motion. All voted in favor.
6. **New Business**
  - » **Resolution 2025-01-23-01 Then and Now Resolution (Propes):** A motion was made by Mrs. Quillen and seconded by Mrs. Welker 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: Yes   Mrs. Welker: Yes   Mr. Maiberger: Absent
7. **Financial reports**
  - » **Budget reports – December 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 – December 2024** – Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff made the motion to accept the Expenditure Report as presented. Dr. Malarkey seconded the motion. All voted in favor.
8. **Health Commissioner's supplemental report:**
  - » Environmental Health is transitioning their computer software from HealthSpace to Ascella. This new program will be paid and managed by the Ohio Department of Health. The transition will begin in March and there may be additional data transfer costs associated with exporting current program data into the new system.

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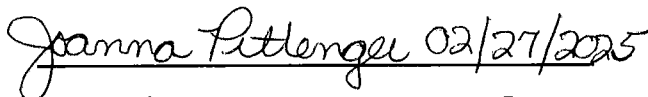
- » Environmental Health will be applying for the Mosquito Grant as in the past. If received, the grant would pay for a summer intern.
- » There has been an increase in both COVID and flu hospitalizations. Discussion session followed.

**9. Additional Business:** None

**10. Public Comment:** None

**11. Executive Session (Appointment of Personnel):** None

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



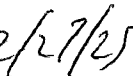
Joanna Pittenger

Date

**Board of Health President**



Dennis R Propes



Date

**Health Commissioner**