

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

March 27, 2025
Meeting Minutes

1. **Introductions:** See attached sign in sheet. New employee Chloe Parrish was introduced.
2. **Next meeting:** April 24, 2025, at 9:00 a.m.
3. **Additions to and adoption of agenda:** Mr. Sarver made a motion to approve the agenda with the addition of a resolution for a new insurance fund. Dr. Malarkey seconded the motion. All voted in favor.
4. **Approval of Minutes:**
 - » February 27, 2025, Regular Session: A motion was made by Mrs. Quillen to approve the minutes as presented. Mrs. Welker seconded the motion. All voted in favor except for Mr. Sarver who abstained due to not being present.
5. **New Business**
 - » **2026 Budget (Propes):** Mr. Propes reviewed the 2026 budget with the board.
Discussion session followed. Mr. Ristoff made a motion to approve the 2026 budget as presented. Mrs. Quillen seconded the motion. All voted in favor.
 - » **Annual Report (Propes):** Mr. Propes reviewed the agency's 2025 Annual Report. The report was also presented at the District Advisory Committee meeting. It will be shared with our community partners and will be available on our website.
 - » **Then and Now Resolution 2025-03-27-01 (Propes):** A motion was made by Mrs. Quillen and seconded by Mrs. Baird to approve the resolution. A roll call was taken, and the resolution passed.
Mrs. Pittenger: no vote Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Absent
 - » **Then and Now Resolution 2025-03-27-02 (Propes):** A motion was made by Dr. Malarkey and seconded by Mr. Ristoff to approve the resolution. A roll call was taken, and the resolution passed.
Mrs. Pittenger: no vote Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Absent
 - » **Food Service Resolution 2025-03-27-03 - Introduction (Propes):** The resolution was introduced by Mrs. Pittenger. This resolution will supersede resolutions 2008-08-28-02 and 2023-06-22-01 and addresses the embargo of food, tagging of articles to prohibit use, suspension and/or revocation of licensure and negotiating plans for compliance.

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- » **Sewage Variance (Tomcisin):** Jane Tomcisin presented the sewage treatment system variance request for 6675 Bethelville Dr., New Carlisle. Discussion session followed. Mr. Ristoff made a motion to approve the variance as presented. Dr. Malarkey seconded the motion. All voted in favor.

6. Financial reports

- » **Budget reports – February 2025** – Mr. Propes reviewed the report with the Board. After discussion, Mrs. Baird made a motion to accept the Budget Report as presented. Mrs. Welker seconded the motion. All voted in favor.
- » **Expenditure report – February 2025** – Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff made the motion to accept the Expenditure Report as presented. Mr. Sarver seconded the motion. All voted in favor.

7. Health Commissioner's supplemental report:

- » Environmental Health is working on transitioning data to Accela.
- » The state's grant management system is transitioning to a new platform.
- » The state has delayed rolling out the new vital stats system.
- » There has been an increase in flu cases this year. Both environmental health and nursing staff continue to communicate with the Ohio Department of Health on a legionella case.
- » Ryan Snapp, IT Manager, provided an update on a recent cyber phishing attack the agency was involved in. Discussion session followed.

8. Additional Business: None

9. Public Comment: None

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

Mrs. Pittenger: no vote Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Absent

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

Mrs. Pittenger: no vote Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: Yes Mr. Sarver: Yes Mrs. Welker: Yes Mr. Maiberger: Absent

Mr. Ristoff made a motion to approve the hire of Tim Miller as Chief Plumbing Inspector effective May 1, 2025. Mrs. Baird seconded the motion. All voted in favor.

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

Joanna Pittenger 04/24/2025

Joanna Pittenger

Date

Board of Health President

[Signature] 4/29/25

Dennis R Propes

Date

Health Commissioner