



HURON COUNTY BOARD OF HEALTH MEETING
March 6, 2025, at 1:00 PM

Present: Randolph Bacon, Dr. Amy Browne, Jessica Khaledi, Jeremy Loose, Greg Polachek, Sara Smith, Krista Sowers, Kim Stults, Kenneth Tkach

Absent: None

HCPH Staff: Bethany Bracken, Chris Cherry, Timothy Hollinger, Nicole Marks, Kristian McCallen, Nino Majoy, Grace Habeck

Guest(s) In Person: Matt Roche -Norwalk Ohio News, Randal Strickler – Huron County Prosecutor’s Office, Johnny Hackathorn – Property Owner, Sabrina Hackathorn – Property Owner

The Board of Health of Huron County Public Health (HCPH), Huron County, Ohio met at a regular meeting of the Board on March 6, 2025 at HCPH Conference Room 1.

Mr. Loose called the meeting to order at 1:00PM and requested a roll call. Mrs. Marks completed the roll call: Mr. Bacon – Present; Dr. Browne – Present; Ms. Khaledi – Present; Mr. Loose – Present; Mr. Polachek – Present; Mrs. Smith – Absent; Mrs. Sowers – Present; Mrs. Stults – Present; Mr. Tkach – Present.

Mr. Loose proceeded to guest introductions and asked that meeting guests not affiliated with HCPH introduce themselves. Present were Matt Roche from Norwalk Ohio News and Johnny and Sabrina Hackathorn.

Mr. Loose presented the Environmental Health Administrative Hearing for 3375 Hartland Center Road, Collins, Ohio, 44826. Mr. Polachek made a motion to proceed to the administrative hearing and Dr. Browne seconded the motion. Mr. Randal Strickler of the Huron County Prosecutor’s Office asked those planning to give testimony in the hearing to please stand and raise their right hand to be sworn. Mr. Nino Majoy from Huron County Public Health and Mr. Johnny Hackathorn stood at this time and were dually sworn by Mr. Strickler, who then gave the floor to Mr. Hackathorn.

Mr. Hackathorn provided his testimony surrounding 3375 Hartland Center Road, Collins, Ohio 44826. Mr. Hackathorn stated that he was coming in because he had previously requested an exemption for the septic tank at his mom’s house, who passed away in June 2023. Mr. Hackathorn stated that after his mom’s estate went through probate, it went into he and his brother’s name. At the end of 2024, Mr. Hackathorn did a septic tank inspection before he realized that there were exemptions. After talking with Nino [Majoy], Mr. Hackathorn explained how he then applied for an exemption through the paperwork on HCPH’s website. Based on the transfers of the deeds, Mr. Hackathorn explained that he applied for two exemptions: (1) transfer on death and (2) transfer creating or ending a joint ownership. Mr. Hackathorn explained that when his mom passed away, his brother did not want to be on the deed to the house, so Mr. Hackathorn purchased his brother’s ½ of the house so that he was off the deed. Mr. Hackathorn stated that he had the deeds in hand showing the transfer from his mom to himself and his brother and then to himself to end joint ownership. Mr. Hackathorn also presented documentation showing that he did not purchase the house because his name was already on the deed, but instead that he had to refinance the house and pay off the mortgage that his mom had on the house.

In closing, Mr. Hackathorn summarized that he was requesting an exemption that was listed on the exemption sheet.

With no questions from the Board, Mr. Majoy provided his testimony regarding 3375 Hartland Center Road, Collins, Ohio 44826, outlining the timeline of the property's involvement in the Operation & Maintenance (O&M) program. On September 16, 2024, HCPH received a record of sale from the Huron County Auditor's Office for the property at the address listed. Mr. Majoy displayed on the screen a screenshot from the auditor's office which shows the record of the sale to Johnny and Sabrina Hackathorn. On October 3, 2024, HCPH drafted a notice of O&M program enrollment; since a sale of a property occurred, it was required to be entered into the O&M program. A copy of the letter for enrollment was displayed on the screen, which showed a timeline for completing and working the evaluation, which was listed for December 3rd (60 days). On October 4, 2024, HCPH received report that the notice was delivered to the property owner's mailing address listed with the auditor's office, in Sandusky. On November 27, 2024, an O&M evaluation for the property was completed by Mr. Majoy. At that time, the baseline evaluation was completed at the property, denoting the things that he saw that needed repair. On December 18, 2024, the O&M Evaluation Report was completed and a copy of the report with a copy of the invoice for the evaluation was mailed to the same mailing address in Sandusky. The invoice total was \$505.40 because the evaluation was completed in 2024. The report detailed corrections that needed to be made and gave 60 days for corrections that needed to be made to complete enrollment into the O&M Program. Mr. Majoy stated that conversations occurred over the phone and that on January 12, 2025, the property owner made a request for exemption; Mr. Hackathorn's email request and exemption form were displayed on the screen. Mr. Majoy responded that Mr. Hackathorn did not meet the requested exemptions [displayed on the screen], which is why Mr. Hackathorn is present for the administrative hearing.

Ms. Khaledi requested that Mr. Majoy read the exemptions out loud and Mr. Majoy proceeded to do so: (1) "transfer on death to a relative, spouse, domestic partner, or trust" and (2) "transfer creating or ending joint ownership and at least one person is an original owner of the property or his or her spouse or domestic partner."

Mr. Loose then asked for clarification on the difference between a transfer and a purchase of a piece of property according to the laws of the exemption. Mr. Strickler stated that a transfer could just be a transfer of a title. A transfer can happen with or without a sale. One example would be through probate like in Mr. Hackathorn's situation where his mother passed and either under the will or a deed was a joint survivorship deed where the property would automatically transfer. Transfers transfer ownership of a title of a property. A purchase is when you actually buy a property – exchanging funds for a piece of property. Mr. Strickler stated that in this example, without looking at the probate documents and based on Mr. Hackathorn's testimony, the first transfer through probate court was probably just a transfer from mom to her sons and then Mr. Hackathorn purchased a property from his brother – he bought out his brother's interest in the property and paid him that – and Mr. Hackathorn and his wife are now owners of the property. This was a sale because money was exchanged.

Mrs. Smith arrived to the meeting during the environmental hearing.

Mr. Hackathorn then asked for clarification on Mr. Strickler's statement that "a transfer can happen whether you purchase or not." Mr. Strickler stated that this is true – a transfer can happen without a purchase. Mr. Strickler explained that in this case, there was both a transfer (from mom to sons) and a purchase (from brother to Mr. Hackathorn when he bought his brother's interest out and ended their joint ownership). Mr. Strickler advised the Board that if they want to deliberate the matter in executive session, they can do so.

Following the Board's discussion, Ms. Khaledi made a motion to enter into an Executive Session to deliberate on the matter, pursuant to Ohio Revised Code 121.22(G)(3), for conferences with an attorney for the public body concerning disputes of the public body that are the subject of pending or imminent court action, to deliberate on the appeal. Dr. Browne seconded the motion. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes. Mr. Roche and Mr. and Mrs. Hackathorn were taken to the Medical Division waiting room at this time.

Following the Board's deliberation in executive session, Dr. Browne made a motion to exit executive session and resume into regular session and Mr. Tkach seconded the motion. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes. Mr. Roche and Mr. and Mrs. Hackathorn were brought back into the meeting room at this time.

Mr. Loose asked for a motion to approve the waiver of the fees regarding the environmental hearing. Mrs. Smith made a motion, and Mrs. Sowers seconded the motion. The motion failed upon roll call vote: Mr. Bacon – No; Dr. Browne – No; Ms. Khaledi – No; Mr. Loose – No; Mr. Polachek – No; Mrs. Smith – No; Mrs. Sowers – No; Mr. Tkach – No. Mr. Strickler explained that the motion failed, and Mr. Hackathorn acknowledged. Mr. Strickler asked Mr. Hackathorn if he had any questions. Mr. Hackathorn asked for clarification of whether this meant that he just had to pay the current due amount and whether he would be joined into the program. Mr. Strickler and Mr. Majoy agreed that he was correct – he would have to pay the fees and he would be joined into the program. Mr. Hackathorn asked for a reason why the waiver didn't pass. Mr. Strickler stated that it was a sale, and the Board did not feel that Mr. Hackathorn met the exemptions. Mr. Hackathorn asked whether he was allowed any rebuttals, and Mr. Strickler responded no, [Mr. Hackathorn] can say whatever he would like to say, but that the Board made their decision. Mr. Hackathorn stated that he was just going with the words Mr. Strickler used that it was a transfer, and that no exemptions state that it can't be a purchase. Mr. Hackathorn asked what he can do to "get this taken care of." Mr. Hackathorn expressed that he doesn't feel like he should be a part of the program since he owns the house, and the house has been in his name since he inherited it from his mom and he disagrees with the Board's decision. Mr. Strickler advised Mr. Hackathorn that there are two remedies: (1) Mr. Hackathorn can go to the Court of Common Pleas and file an administrative appeal or (2) go to the Sewage Appeals Board. Mr. Strickler explained that HCPH will send him a written decision and in the written decision it will explain what the two remedies are. Mr. Hackathorn thanked the Board for their time and Mr. and Mrs. Hackathorn left the meeting at this time.

Ms. Khaledi asked whether next time the Board would be able to give a more "softer/warmer rationale" – she expressed that sometimes she felt the message would be received more deeply if it was explained more. Ms. Khaledi asked the Board explain that it was considered a sale because the auditor's office objectively said it was, this was not the Board's determination. Mr. Strickler stated that this could be explained in the written decision. Mr. Majoy added that this had also been explained to Mr. Hackathorn over the phone. Ms. Khaledi emphasized that she understood, and that the follow-up should emphasize the objectivity of the Board's decision that is based on the auditor's records. Mr. Strickler explained that the written decision will be provided in case he wants to appeal the Board's decision and again stated that the objectivity of the decision will be clear in the written decision.

Dr. Browne asked whether the definitions for transfer and purchase could be added within the exemption form to lessen confusion. Discussion followed regarding the definitions of a purchase vs. transfer and how forms could be changed to better explain and define the exemptions for the O&M program. Mr. Majoy added that

multiple evaluations (15) had been done in the same timeframe with no request for exemptions. Mr. Bacon asked whether that was because they didn't buy a sibling out and Mr. Majoy clarified that at some point in all of these [15] circumstances, there was a \$0 transfer and then a money transfer that occurred after. Ms. Khaledi thanked Mr. Majoy. Mr. Strickler left the meeting at this time.

Mr. Loose presented variance request VR 2025.03.01 for 2349 Johnson Rd., Peru Township – Temporary Holding Tank. Mr. Polachek made a motion to approve the variance request and Dr. Browne seconded the motion. Mr. Majoy explained that the new home will be livable prior to the break for the weather to install the septic system, so the homeowners would like to use the septic tank as a temporary holding tank until the entirety of the system can be installed. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes. Mr. Majoy left the meeting at this time.

Mr. Loose invited the public to participate in the public comment period, but there were no members of the public present who wished to comment on items on the agenda.

Mr. Loose requested a motion to move into Executive Session pursuant to Ohio Rev. Code section 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Mr. Polachek made a motion to enter executive session and Ms. Khaledi seconded the motion. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes. Mr. Roche was escorted to the medical waiting room at this time.

Mr. Tkach made a motion to exit executive session and Dr. Browne seconded the motion. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes. Mr. Roche was invited back to the meeting room at this time.

Mr. Loose proceeded to action items on the agenda and presented the Board with Resolution 2025-18: Approval of Minutes from the February 2025 Regular Meeting. Mr. Bacon made a motion to approve Resolution 2025-18, and Dr. Browne seconded the motion. With all in favor and no members opposed, the motion carried.

Mr. Loose presented Resolution 2025-19: Approval of Expenditures from Last Meeting. Mr. Polachek made a motion to approve Resolution 2025-19, Mr. Bacon seconded the motion. Mr. Polachek asked a question about the \$500 expenditure for the outdoor vending machine and asked for clarification on whether HCPH owns the machine and is responsible for repairs. Mr. Hollinger explained that HCPH owns the unit and that when the outdoor temperature went into single digits, the heating units in the machine could not keep up. The heating units were replaced under warranty and a back-up was also added. Mrs. Stults stated that she also did not realize HCPH owned the machine. Mrs. Marks clarified that the grant provided purchase of the machine in 2023 but that it belongs to HCPH moving forward and discussed potential solutions for combating single digit cold in the future, such as adding a cover to the machine or removing product and unplugging the machine based on cold temperatures. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-20: Approval of Policy for Emergency Transportation of Staff due to Illness or Injury. Mr. Polachek made a motion to approve Resolution 2025-20, Mrs. Sowers seconded the motion. With

no discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-21: Request to Accept Retirement, Bresson. Mr. Polachek made a motion to approve Resolution 2025-21, Ms. Khaledi seconded the motion. With no discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-22: Request to Accept Retirement, Hollinger. Mrs. Smith made a motion to approve Resolution 2025-22, Mr. Polachek seconded the motion. With no discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-23: Request to Accept Resignation, Johnson, and Hire Grant Coordinator for the Creating Healthy Communities Program. Mr. Tkach made a motion to approve Resolution 2025-23, Mrs. Smith seconded the motion. With no discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-24: Request to Hire Registered Environmental Health Specialist in Training (REHSIT), Riems. Mrs. Sowers made a motion to approve Resolution 2025-24, Dr. Browne seconded the motion. With no discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-25: Request to Abolish Resolution 2025-16 and Approve Disposal of Unwanted/Unused Items Using GovDeals. Mr. Tkach made a motion to approve Resolution 2025-25, Mr. Bacon seconded the motion. Mr. Hollinger explained that the Board previously approved Resolution 2025-16 to sell several unwanted/unused items through silent bid, but that the requirements of putting the silent bid information in the newspaper would have likely been equivalent to or more expensive than the proceeds HCPH could have potentially made from the sale of the items. Mr. Strickler suggested HCPH put the items on GovDeals and that the Board pass a policy that moving forward items could be sold on GovDeals. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-26: Request to Accept and Appropriate Funds from University Hospitals Cleveland Medical Center for the Ohio Buckles Buckeyes Program. Mr. Polachek made a motion to approve Resolution 2025-26, Ms. Khaledi seconded the motion. Mrs. Cherry explained that the OBB program area is covered by University Hospitals who provides free car seats for eligible families. HCPH supplies Certified Passenger Safety Technicians (CPSTs). HCPH has never received funding for the program. This would provide HCPH \$1,000.00 to help cover staff time, travel, etc. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-27: Health District Fees. Mr. Polachek made a motion to approve Resolution 2025-27, Mr. Bacon seconded the motion. Mrs. Cherry and Ms. Bracken explained the proposed fees. Mrs. Cherry explained that quarterly HCPH reviews fees to make sure costs are covered; Ms. Bracken explained the increase in credit card fees that are being increased by the company and Permittium's increasing fee. Dr.

Browne asked what travel vaccines are kept in stock. Mrs. Cherry stated that some travel vaccines (i.e., typhoid, yellow fever) are kept in stock while others are specifically ordered (i.e., Japanese encephalitis). The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-28: Request Approval of School Nursing Contracts. Mrs. Smith made a motion to approve Resolution 2025-28, Dr. Browne seconded the motion. Mrs. Cherry explained that these are done annually and that the price per hour per registered nurse is included in the Resolution. Dr. Browne asked for clarification as to why T2 Honors Academy is included in the contracts since it is not in Huron County. Mrs. Cherry explained that T2 Honors Academy is out of Warrensville Heights, and that a few years ago they needed but were unable to find school nursing services close to their locale. T2 found HCPH with a Google search. HCPH is able to provide them with the services needed and they reimburse HCPH for all time spent, including travel time. Discussion followed regarding school nursing services and Mrs. Cherry stated that it is not required for a county health department to provide school nursing services; some schools have board-hired nurses and there are a wide-range of setups. Mr. Polachek asked how many trips are included in the 50-hour contract and Mrs. Cherry stated that usually allows for 2-3 trips, and that a lot of work is done via email. With no further discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-29: Request to Contract with Julian & Grube for Audit Consulting. Mr. Tkach made a motion to approve Resolution 2025-29, Dr. Browne seconded the motion. Mr. Hollinger explained that in January, the Board approved a contract with Julian & Grube through Resolution 2025-06 that is for the preparation of financial footnotes, Hinkle report, etc. This contract would allow HCPH to ask the firm financial-related questions at any time of year with a cost of between \$4,320.00 to \$5,520.00 for an annual contract. With no further discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-30: Request to Contract with Eastman and Smith for Personnel Manual Review and HR Consulting. Dr. Browne made a motion to approve Resolution 2025-30, Mr. Bacon seconded the motion. Mr. Hollinger explained that Eastman and Smith is a law firm and that he and Mrs. Marks attended a seminar put on by the firm that they were impressed with. They learned at the seminar that the firm offers Personnel Manual reviews for a cost of \$1,500.00-\$3,000.00. They also offer a variety of legal services, as needed, at their hourly rates, when you agree to be a client. The Resolution under discussion asks the Board to have the Personnel Manual reviewed and to sign on as a client with Eastman and Smith. Ms. Khaledi added that the HR/Personnel/Finance Committee agrees that this is a good safety net for the Board to put in place. Mrs. Sowers asked for clarification regarding the enforcement of the Personnel Manual. Mr. Hollinger explained that this is the role of Management. If there were an employee-related problem without a resolution in the Manual, the Board could meet with Eastman and Smith if needed. Mr. Polachek clarified whether the pricing included the review and update, and Mr. Hollinger stated that it does. Mrs. Smith asked for clarification whether HCPH would be being double charged with this firm and the County Prosecutor's Office and Mr. Hollinger stated that the Prosecutor's Office is free to HCPH, but they are not HR attorneys. Mrs. Stults commented that the Board was hoping to connect to a firm with HR expertise. With no further discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-31: Approval of Update to Board of Health By-Laws. Dr. Browne made a motion to approve Resolution 2025-31, Mrs. Smith seconded the motion. Mrs. Marks reviewed the changes to

the by-laws which were highlighted in yellow and sent to the Board in the packets ahead of the meeting. With no further discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-32: Request to Approve Conference Room Remodel. Mrs. Sowers made a motion to approve Resolution 2025-32, Mr. Polachek seconded the motion. Mr. Hollinger explained that the Board previously approved HCPH seeking designs for the remodel of the conference room through Resolution 2024-131. Mr. Hollinger explained that \$135,000.00 in funds are available through a grant for this project if it is completed by the end of the year. The contract would be with Janotta and Herner for \$139,700.00; \$4,700 above budget of the grant. If the Board approves the Resolution, HCPH would seek final approval from the Ohio Department of Health (ODH). If the ODH would require changes, this would come back in front of the Board. Discussion followed regarding timelines for approval. With no further discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose presented Resolution 2025-33: Request to Apply for, Accept Funding From, and Appropriate Funding for the Foundations in Community Coalition Development Project for \$3,000.00. Mrs. Smith made a motion to approve Resolution 2025-33, Dr. Browne seconded the motion. Mrs. Marks explained that the Foundations in Community Development is an opportunity that would support the Prevention Coalition since Huron County's coalition has new leadership. HCPH will further examine the opportunity before applying, but brought it to the Board for approval because it is due next week. With no further discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose proceeded to the Fiscal Report. Mrs. Smith made a motion to approve the fiscal report and Mr. Polachek seconded the motion. Ms. Bracken proceeded to present an updated Fiscal Report to the Board. Ms. Bracken reviewed the general fund cash balance and budget performance in addition to an overview of all special fund balances and a highlight of fund 931 COVID-19 Enhanced Operations (EO) Grant. A brief discussion followed regarding the plans to spend the remainder of the COVID-19 EO grant and Mr. Hollinger explained that there are no definite plans but that if allowable expenses came up, the grant could be utilized through the end of the year. Ms. Bracken also provided February 2025 expense highlights, stated that the 2024 audit has been scheduled for the week of March 31st, and reported that the Hinkle filing has been completed for the year. Mrs. Stults requested that future reports include outstanding advances from the general fund. With no further discussion, the motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes.

Mr. Loose requested a motion to proceed to programmatic presentations and announcements; Dr. Browne made a motion and Ms. Khaledi seconded the motion.

Ms. McCallen presented the Communicable Disease Report for February 2025 to the Board, providing an overview of communicable disease trends for the month, harm reduction vending machine activity for the month, and school absentee surveillance for the month of February. At the end of the presentation, discussion followed between Mrs. Sowers and Ms. McCallen regarding tuberculosis and processes for follow-up. Mr. Hollinger requested that the Board enter into executive session for any further discussion on the topic and Mrs. Sowers stated she agreed that the Board should proceed into executive session "for the hospital's safety." HCPH's Management team reviewed the Ohio Revised Code to verify whether executive session was appropriate

and deemed that Ohio Rev. Code section 121.22(G)(5): matters required to be kept confidential by federal law or regulations or state statutes was applicable.

Mr. Loose requested a motion to enter into Executive Session pursuant to Ohio Rev. Code section 121.22(G)(5): matters required to be kept confidential by federal law or regulations or state statutes. Dr. Browne made a motion to enter executive session and Mrs. Smith seconded the motion. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes. Mr. Roche was escorted to the medical waiting room at this time.

Mr. Bacon made a motion to exit executive session and Mr. Polachek seconded the motion. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes. Mr. Roche was invited back to the meeting room at this time.

Mrs. Smith asked Ms. McCallen what types of education campaigns/information HCPH will provide to the community, physicians, etc. surrounding the importance of routine childhood vaccinations. Ms. McCallen stated that the Public Health Desk Reference is sent out to all provider offices and partners that includes the vaccination schedules, and that she is working with the state on infographics regarding MMR vaccination and it will be put out on social media (Facebook, Twitter/X, Instagram) soon.

Ms. Habeck presented the bi-annual quality improvement (QI) and performance management (PM) report to the Board. The presentation highlighted QI meetings and projects and PM metrics and reports that HCPH has recently been working on.

Mrs. Cherry provided the Board with an update on the Reproductive Health and Wellness Program Sliding Fee Scale. This is updated annually as it is received from the ODH. It is based on federal poverty levels.

Mr. Hollinger announced to the Board that the 2025 District Advisory Council (DAC) meeting will be held on March 20, 2025 at 5:30PM in the Community Room located in the Monroeville Athletic Complex at 101 West Street in Monroeville. The Board is welcome to attend if they wish.

With no other discussions or business on the agenda or presented by Board members, Dr. Browne made a motion to adjourn, and Ms. Khaledi seconded the motion. The motion carried upon roll call vote: Mr. Bacon – Yes; Dr. Browne – Yes; Ms. Khaledi – Yes; Mr. Loose – Yes; Mr. Polachek – Yes; Mrs. Smith – Yes; Mrs. Sowers – Yes; Mr. Tkach – Yes. The meeting adjourned at approximately 2:48PM. The next regular session is scheduled for April 10, 2025 at 1:00pm.