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HENRY COUNTY BOARD OF HEALTH MEETING

Held at The Henry County Health Department
on Tuesday, January 20, 2026, 1:00 p.m.

Board Members Present

Ryan Zachrich, President
Scott Buddelmeyer, President Pro-Tempore
Dr. Melinda Fritz
Mark Lange
Ginny Minnick
Joel Stier
Char Weber

Staff Present

Joy Ermie, Health Commissioner
Dan Breitbart, Director of Environmental Health Services
Susan Davis, Henry County Cares Manager
Julie McHugh, Director of Finance
Jala Schroeder, Human Resource Specialist
Allyson Smith, Director of Nursing
Bethany Wachter, Director of Community Health Services
Cathy Zwyer, Director of Help Me Grow

Public Present

Jeff Brubaker, Henry County Commissioner

Call to Order, Roll Call

Ryan Zachrich, President called the January Board of Health meeting to order at 1:01 pm. The meeting was called by Roll Call vote: R. Zachrich (Yes), S. Buddelmeyer (Yes), M. Fritz (Yes), M. Lange (Yes), G. Minnick (Yes), J. Stier (Yes), and C. Weber (Yes). The meeting was held at 1843 Oakwood Ave. Napoleon, Ohio at the Henry County Health Department. A quorum was present.

Division Updates

Environmental Health Services

Dan Breitbart, Director of Environmental Health Services, reported the following:

- HealthSpace is temporarily replacing Accela. Entering remaining inspections for FSO and RFE beginning January 2026. HS Cloud launch is anticipated in March.
- O & M 2025 summary: 1046 total mailings, including first, second and final notices, 867 households, 31 did not pay and were sent to auditor for special assessment, less than 2%.

- Trainings & Meetings
 - Attended the first ODH Bureau of Environmental Health and Radiation protection quarterly call for Local Health Department environmental health staff. This session mainly covered introduction to a lot of staff who are relatively new to ODH and a brief overview of each individual program in their section of ODH. Attendees also participated in a live EH workforce survey. Results coming soon.
 - Field training with ODA will be January 22, 2026. These are valuable because they apply to our own licensed facilities and are not part of a program survey.
 - AFDO – Association of Food & Drug Officials: Inspector Boot camp trainings: Virtual training started this week conducted by those with field inspection experience from across the country. Over 700 food inspection personnel from across the country participated in the first training. Topics of the training included soft skills/professional conduct during inspections and pest issues in food operations. Training is based on the FDA model food code. Ohio’s uniform food safety code (what we base our inspections on) is largely a word for word adoption of the FDA model code.
 - AFDO Established in 1897. What Some of the current AFDO Priorities according to their website:
 - Build tomorrow’s expertise: Identify, develop, and provide timely training on technical and professional topics supporting an integrated food safety system.
 - Investing in our workforce: Develop and deliver the resources and opportunities that promote the retention of public health regulatory professionals.
 - Strengthening program foundations: Advocate for and support public policies that ensure fiscal stability, transparency, and operational efficiency for state, local, tribal, and territorial programs.

Help Me Grow

Cathy Zwyer, Director of Help Me Grow, reported the following:

- During the last four weeks we received seven referrals. Six of those referrals enrolled along with one referral from November. During the same time period six families exited, one graduated, one moved out of area, one chose to end services, and three closed due to lack of response.
- HMG can serve up to one hundred ninety-five families (slots) per our contract with DCY. Fifteen of those slots are reserved for referrals from Child Protective Services. Number of slots still available per county (non-CPS): Henry: 14 Defiance: 13 Fulton: 8, Paulding: 10, and Williams: 19.

Henry County Cares

Susan Davis, Manager of Henry County Cares, reported the following:

- Ms. Davis asked the HUB to run numbers for yearend data (2025) for HCC program. Davis is amazed how far this program has come. The CHWs are very skilled at closing pathways whenever possible. 2025 Enrollments: 213; pathways closed successfully: 1334; these primarily included P2 learning pathways (done in tandem with every face-to-face visit); Social Service pathways, Food security, and Medical referral pathways were most represented. Discharges: 137. Referrals to the program: 227.

- In relation to these numbers, HCC also had the most outcome payments from Medicaid since the beginning of the program. Davis works very closely with the CHWs on what income is coming into the program and what is billing out each month. Each CHW is familiar with how all of this works. (HCC made over \$50,000 more than 2024)
- How do we measure what we are doing and how it is helping people. What is the impact? We have a CHW program and one way we try to capture the impact is through exit interviews. What are the actual participant's saying about their experience in HCC and with their CHW. This also helps find areas that can be improved.
- Exit interview process; created in-house; policy and the questions asked. These are run quarterly, Pam Davies assists in conducting the English-speaking surveys, and Adrianna Lopez completes the Spanish ones. Davis shared a participant feedback form with the Board.

Human Resource Specialist

Jala Schroeder, Human Resource Specialist, reported the following:

- Intern: In the consent agenda, is an offer letter for Madison Worstell. Ms. Worstell is a student at the University of Toledo pursuing a degree in Public Health seeking an internship for the semester. After an interview and further conversation, the HD would love to bring Worstell on to work in the Community Health Services Department under Tante Lovins.
- Hiring: Help Me Grow is still looking to hire a Bilingual Home Visitor to join the team.

Finance

Julie McHugh, Director of Finance, reported the following:

- Krystina Bashor, Account Clerk, and Julie McHugh, Director of Finance, have balanced year- end financials. The next step in our process is the annual financial report that is due 60 days from December 31, 2025. These are the financial statements that are audited every other year by the State Auditor's office. We will be having our bi-annual audit for years ending December 31, 2024, and 2025, during summer of 2026.
- Financial Statement update: Through the end of December, all funds combined have collected \$3,290,910 in revenue and expended \$3,090,310. We have collected \$200,600 more in revenue than in expenses. The general fund only collected \$2,368,667 in revenue and expended \$2,231,317 in expenses, showing \$137,350 more in revenue than expenses. At the end of 2024 we had collected \$15,413 more revenue than in expenses. Beginning in 2026, we have a little smaller list of funds on our report as Bridge Vaccination and Enhanced Operations funds will be eliminated. However, we will be adding a new fund once we receive the Notice of Award for the Family Connects Ohio funding to help support the Public Health Nursing department.
- The 2027 budget process will be beginning at the end of this month or early February to be presented to the Personnel/Finance/Audit Committee before the February Board of Health meeting. Ms. Bashor and Ms. McHugh will be preparing with the assistance of Joy Ermie, Health Commissioner.
- OVRs update: April Murray, Office Assistant/Registrar, and Amanda Griffith, Public Health Clerk, continue to work through issues with both birth and death certificates. The process itself for issuing birth and death certificates has been moving along well. Reporting for monthly and quarterly reports is still being worked on at the ODH level.

Community Health Services

Bethany Wachter, Director of Community Health Services, reported the following:

- Community Health Services update.
 - During the quarterly Emergency Healthcare Coalition meeting, Emily Dearth, preparedness coordinator, led the group through a jeopardy game which provided education on the role of public health during emergencies, information on communicable diseases, and county response.
 - CHS will be leading a tabletop exercise that is focused on administrative functions during a public health emergency. This includes processing contracts, hiring, tracking staff time, communications, and other items.
 - Tante Lovins and Nikki Shank are at the Ohio Deflection Association Summit this week in Cincinnati along with Nicky Ferguson from the MAN Unit. During the summit, they will be learning more about harm reduction strategies and community recovery.
 - New CHIP priority workgroups have commenced. Financial Stability has already held one session where we're gathering additional information from key stakeholders on the topic. Physical Health last week, and Mental Health will be this Thursday, January 22, 2026. All of these workgroups are doing the groundwork to set the path forward for the next three years with goals and strategies.
- Federal update, some of you may be aware the Dietary Guidelines for Americans are reviewed every five years. This year there is a new edition that Ms. Wachter reviewed with the Board.
 - There continues to be an emphasis on fruits, vegetables and whole grains.
 - Stronger emphasis on eating whole foods.
 - Updated recommendations on limiting highly process foods and added sugars.
 - Emphasis on protein at every meal.
 - Consume full-fat dairy with no added sugars.
 - Incorporate healthy fats from whole foods such as meats, seafood, eggs, nuts, seeds, olives, and avocados
 - Maintaining a limit of no more than 10% of total calories from saturated fat
 - This is great but with the emphasis on full fat dairy, butter, and red meat it is contradictory. These foods are high in saturated fat which increase the risk of cardiovascular disease.
 - These guidelines will impact our third-grade nutrition program. While many of our materials already adhere to the new guidelines, some materials will be updated.

Public Health Nursing:

Allyson Smith, Director of Public Health Nursing, reported the following:

- CDC data show that influenza-like illness is at the highest level since the late 1990s. This season has been driven largely by an influenza A strain known as Subclade K, which was not included in this year's vaccine and accounts for the majority of circulating strains. Locally, we have seen increased early-season influenza-like illness compared to last year. Flu activity is peaking earlier than we typically see, which is usually around the beginning of February. Henry County flu hospitalizations remain similar to last season, with seven total cases reported so far, all influenza A.
- Influenza A began appearing locally in late November, with Type B emerging in mid-December. One specimen sent to the Ohio Department of Health lab in January was identified as influenza A H3 and consistent with Subclade K.

- RSV became a reportable condition in October, and we've had one RSV-related hospitalization reported to date. Smith pointed out that the reporting information for COVID and RSV may be lagging and likely different than what is being reported on ODH's website, as ODH is reporting information from multiple different sources. This past October 2025, hospital-associated COVID and RSV were added to the reportable conditions and are not being reported through ODRS like all other reportable conditions. Instead, they are reported through RedCap, which receives information from the hospitals through a program called CliniSync. Not every hospital has CliniSync, so there have been some difficulties with timely reporting. We are told that the reason for doing this through RedCap is because a new version of ODRS is scheduled to release in June/July of 2026.
- Smith highlight recent federal vaccine schedule changes. On January 5, 2026, the Department of Health and Human Services released an updated childhood immunization schedule that reduces the number of vaccines routinely recommended for all children from 17 diseases to 11.
- Vaccines that have been removed from the universally recommended childhood immunization schedule and moved to recommended for only for certain high-risk groups or for shared clinical decision-making include rotavirus, which is a GI-related illness that used to be cause hundreds of hospitalizations before the vaccine existed, RSV, hepatitis A, hepatitis B, and meningococcal disease. Henry County Health Department will continue to do what we always have done – and that is essentially the same thing as shared clinical decision making. PHN always have a conversation about the recommended vaccines for each patient based on their history prior to vaccinating. It is important to note that each state determines what vaccines are required for school entry. As of now, there have been no changes to the ORC or OAC, therefore, meningitis is still required for school entry.
- While HHS has stated insurance coverage will continue, several professional organizations, including the American Academy of Pediatrics, do not support these changes and continue to follow the previous CDC ACIP schedule. They have released their own schedule which is comparable to the previous CDC ACIP schedule. From the local health department perspective, this raises important considerations. Our current policies and public-facing materials specifically reference CDC ACIP recommendations, so we will need to evaluate how to align our guidance, messaging, and clinical practices moving forward. To date, we have not received any guidance from ODH regarding the federal vaccine schedule changes.
- Family Connects Ohio Update: We are awaiting our official grant agreement from the Ohio Department of Children and Youth and will be participating in a kickoff call this Thursday, January 22, 2026, with Defiance, Williams, and Fulton counties. Family Connects Ohio is a universal home visiting program that offers every new mother a voluntary registered nurse visit between three and twelve weeks postpartum. Visits include maternal and infant assessments, education, and referrals to community resources such as Help Me Grow.

Health Commissioner

Joy Ermie, Health Commissioner, reported the following:

- Ms. Ermie welcomed the Board members and began by asking each to complete the annual Conflict of Interest form. Ermie then informed the Board that on the afternoon of January 14, 2026, we were informed that the day prior Substance Abuse and Mental Health Services Administration (SAMSHA), which is a division of HHS, sent grant termination letters to hundreds of recipients alerting them that more than 2,000 grants were being canceled, amounting to more than \$2 billion. Immediately, our current grant funders were reviewed,

and it was discovered that at least one grant, Integrated Harm, is funded by SAMSHA. This was very reminiscent of what local health departments went through in March of 2025 when we learned that many grants were immediately halted by HHS. Thankfully, later the night of January 14, 2026, the decision was rescinded by the HHS, and all grants were restored. These actions can have great implications on our county, as many of our partners depend on these funds, as well. Substance Misuse and Mental Health were a community health priority for the past 6 years and programs supporting these topics are still very important to Henry County. This was a reminder of how quickly grants can be eliminated and why we are currently doing our best to control costs and improve efficiency across all programs.

- Ermie then updated the Board that so far 2 Rural Health Transformation Grants were released, neither were appropriate for local health departments to apply for. The first concentrated on workforce of clinicians in rural Ohio and the second was related to electronic health records and an information hub for Ohio pharmacies, along with training of pharmacists to help control chronic disease. There was mention in the grant application about Ohioans obtaining wearables, i.e., watches that monitor health statistics, that would communicate with this updated pharmacy software.
- Ermie reflected on the division updates and stated that she is working with the Workforce Taskforce organized through AOHC (Association of Health Commissioners), which is prioritizing environmental health positions which aligns with what Mr. Breitbart stated regarding lower numbers of individuals entering the field. Ermie also referenced Ms. McHugh's report and stated that as 2025 revenue and expenses looked healthy, it should be noted that it came at the expense of not filling some positions that were vacated during 2025. Ermie expressed her gratitude for dedicated and hardworking staff who have become accustomed to pivoting as funding and programming change.
- Ermie introduced the idea of putting a levy on the ballot this November 2026. HCHD currently has a renewal levy in the amount of 1.2 mil. After she and McHugh conferred with the Henry County Auditor's office, Ermie suggested considering a levy decrease to be put on the ballot in the amount of 1 mill. Ermie relayed that it was confirmed by the Auditor's office that the county collects approximately 80% of the taxes that are owed which resulted in the most collected in one year at \$830,186. The reason for the levy is because it helps to cover the essential functions of the health department, as the health department does not receive any inside millage.

Approval of December 16, 2025, Board of Health Minutes R01.26

The Board of Health reviewed the Board of Health Minutes from the December 16, 2025, meeting. Scott Buddelmeyer moved to approve the December 16, 2025, Board of Health Minutes as presented. Char Weber seconded the motion. The motion passed, resulting in its adoption.

Approval of Consent Agenda R02.26

Scott Buddelmeyer moved to remove letter (j) Personnel from the consent agenda and move all items under (j) to New Business. Joel Stier seconded the motion. The decision to move all Personnel items under (j) to New Business was approved.

Scott Buddelmeyer moved to approve the Consent Agenda with letter (j) Personnel removed. Ginny Minnick seconded the motion. The motion passed unanimously, resulting in its adoption.

- a) Approve Payment of December bills in the amount of \$274,097.30
- b) Approve of December Fiscal Report.

- c) Approve transfers, Intra-fund transfers, cash transfer and donations report.
 - 1) Cash Transfers – None
 - 2) Cash Advances – None
 - 3) Cash Advance Paybacks – None
 - 4) Intrafund Transfer -
 - (a) \$100 from 5115-5200-50520 (Cribs for Kids Insurance) to 5115-5200-50040 (Cribs for Kids Supplies) – 2026
 - (b) \$4,000 from 5030-5200-50120 (Integrated Harm Other) to 5030-5200-50020 (Integrated Harm Salaries) – 2025
 - (c) \$400 from 5135-5200-50520 (Public Health Workforce Development Insurance) to 5135-5200-50350 (Public Health Workforce Development PERS) – 2025
 - (d) \$100 from 5135-5200-50520 (Public Health Workforce Development Insurance) to 5135-5200-50350 (Public Health Workforce Development PERS) - 2025
 - 5) Revenue Budgetary Increases – None
 - 6) Appropriation Budgetary Increases –
 - (a) \$10,000 to 5135-5200-50020 (Public Health Workforce Development Salaries) – 2025
 - 7) Donations – None
 - 8) Accounts Receivable Write-Offs – None
- d) Approve Memorandum of Understanding between Auglaize County HD and Henry County HD for the Adolescent Health Resiliency Project (AH26) from October 1, 2025, through September 30, 2026.
- e) Approve Memorandum of Understanding between Putnam County HD and Henry County HD for the Adolescent Health Resiliency Project (AH26) from October 1, 2025, through September 30, 2026.
- f) Approve Memorandum of Understanding between Williams County HD and Henry County HD for the Adolescent Health Resiliency Project (AH26) from October 1, 2025, through September 30, 2026.
- g) Approve Ohio Department of Health Outbreak Response Immunization Agreement.
- h) Approve Increase in IRS Standard Milage Reimbursement from \$0.70 to \$0.72 per mile.
- a) Approve Health Department Hearing Screening Contact for Ohio Department of Health – April Murray.
- ~~j) Personnel~~
 - ~~(1) Approve Tiffany Day Paid Administrative Leave Through January 7, 2026.~~
 - ~~(2) Approve Tiffany Day Unpaid Administrative Leave Starting January 8, 2026.~~
 - ~~(3) Approve Madison Worstell as Intern effective February 5, 2026.~~

Executive Session:

Health Commissioner Ernie requested the Board of Health go into Executive Session to discuss discipline, compensation, and employment of public employees. Roll call was taken for approval. R. Zachrich (Yes), Scott Buddelmeyer (Yes), Dr. M. Fritz (Yes), M. Lange (Yes), G. Minnick (Yes), J. Stier (Yes), and C. Weber (Yes). Executive Session began at 1:46 pm. There being no further business to discuss in Executive Session, Mark Lange made a motion to end Executive Session. Joel Stier seconded the motion. The Board of Health returned to open session at 2:18 pm.

New Business:

Approve Tiffany Day for Paid Administrative Leave From January 5, 2026, through January 7, 2026, R03.26

Joy Ermie, Health Commissioner, presented the Administrative Leave Letter for Tiffany Day. Dates for leave are January 5, 2026, through January 7, 2026. Mark Lange moved to approve Ms. Day's administrative leave as presented. Char Wever seconded the motion. The motion passed unanimously, resulting in its adoption.

Approve Tiffany Day for Unpaid Administrative Leave From January 8, 2026, through January 19, 2026, R04.26

Joy Ermie, Health Commissioner, presented the Unpaid Administrative Leave Letter for Tiffany Day. Dates for leave are January 8, 2026, through January 19, 2026. Mark Lange moved to approve Ms. Day's unpaid administrative leave as presented. Melinda Fritz seconded the motion. The motion passed unanimously, resulting in its adoption.

Approve Hiring of Madison Worstell as Intern Effective February 5, 2026, R05.26

Jala Schroeder, Human Resources Assistant, presented the offer letter to Madison Worstell as a Health Department Intern effective February 5, 2026. Char Weber moved to approve Ms. Worstell as an Intern. Ginny Minnick seconded the motion. The motion passed unanimously, resulting in its adoption.

Approve Tiffany Day's Return to Work Date of January 20, 2026, R06.26

Joy Ermie, Health Commissioner, presented the Return-to-Work Date Letter for Tiffany Day. Date for returning to work is January 20, 2026. Melinda Fritz moved to approve Ms. Day's return-to-work letter. Joel Stier seconded the motion. The motion passed unanimously, resulting in its adoption.

Adjournment:

There being no further business to discuss in open session, Char Weber moved to end The Board of Health Meeting. Joel Stier seconded the motion. The Board of Health Meeting adjourned at 2:36 pm.

Next meeting is scheduled for Tuesday February 17, 2026, at 1:00 p.m., at Henry County Health Department, Conference Room A, 1843 Oakwood Avenue, Napoleon, Ohio.

Ryan Zachrich, Board of Health President

Joy-Ann Ermie, Health Commissioner