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HENRY COUNTY BOARD OF HEALTH MEETING

Held at The Henry County Health Department
on Tuesday, February 17, 2026, 1:00 p.m.

Board Members Present

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

Members Absent

Ryan Zachrich, President

Staff Present

Joy Ermie, Health Commissioner
Dan Breitbart, Director of Environmental Health Services
Susan Davis, Henry County Cares Manager
Jill Keller, Executive Assistant
Julie McHugh, Director of Finance
Bethany Wachter, Director of Community Health Services
Madison Worstell, Intern
Cathy Zwyer, Director of Help Me Grow

Public Present

Jeff Brubaker, Henry County Commissioner

Call to Order, Roll Call

Scott Buddelmeyer, President Pro-Tempore called the February Board of Health meeting to order at 1:00 pm. The meeting was called by Roll Call vote: R. Zachrich (Absent), 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.

Approve Resignation From the Office of President R07.26

Health Commissioner Joy Ermie presented the resignation letter from Board of Health President Ryan Zachrich, stating that he would like to resign his position as Henry County Board of Health President effective February 17, 2026, but wishes to continue serving as a board member. Char Weber moved to accept the resignation of Ryan Zachrich effective February 17, 2026, as Board of Health President, with Zachrich continuing to serve as a board of health member. Joel Stier seconded the motion. The motion passed unanimously, resulting in its adoption.

Election of Officers

Joy Ernie opened the floor for nominations for Board of Health President. Melinda Fritz nominated Scott Buddelmeyer for BOH President. The motion was seconded by Char Weber. Mark Lange moved to close the nominations for President. Char Weber seconded the motion to close the nominations. Ms. Ernie declared Scott Buddelmeyer as Board of Health President, since only one candidate was nominated for office. Buddelmeyer called for nominations for Board of Health President Pro-Tempore. Melinda Fritz nominated Char Weber for President Pro-Tempore. The motion was seconded by Ginny Minnick. Mark Lange moved to close the nominations for President Pro-Tempore. Ginny Minnick seconded the motion to close the nominations. Buddelmeyer declared Char Weber as Board of Health President Pro-Tempo, since only one candidate was nominated for office. Board Committee Assignments for the Personnel, Finance, Audit Committee are President Scott Buddelmeyer, President Pro-Tempore Char Weber, and Board of Health Member, Melinda Fritz.

Division Updates

Help Me Grow

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

- Since the January Board of Health meeting, Help Me Grow, has received 10 referrals. Thus far 3 families have enrolled. During the same time period 3 families exited the program; 1 family graduated, 1 family moved out of the area, and 1 family lost contact.
- Year in review – 2025: Total referrals 106, contact established 85 of 106 – 80%, enrolled in services 66 of 106 – 62%. Highest number of referrals came from Child Protective Services at 17. Birthing hospitals in second with 12 referrals, and Home Visitor outreach with 10. 89% of families that enrolled in services received a first home visit.
- Longevity: Goal is at least 3 years of service after focus child is born. 30% of families that enrolled in 2022 were still in services at the end of 2025 (24 families out of 79). 37% of 2023 enrollees were still in services at the end of 2025 (34 families out of 91)

Henry County Cares

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

- HUB Updates: HUB Participation Agreement 2026 should be coming soon, hopefully, by the next BOH meeting; HUB is updating their Operations Manual which outlines everything we already know in a formal and referenceable way. What is important is the payment point grid. These are contract negotiations with Medicaid that are out of our hands, it is HUB's function to negotiate; Davis has heard changes are coming, but that it is normal for this program, nothing seems to stay the same for very long. The payment grid outlines what the HD gets reimbursed for the services that the CHWs are providing. Anthem is still a problem, we still cannot enroll anyone on Anthem Medicaid, many of our clients are Anthem members, so Davis hopes this gets fixed very soon. HCC was asked to share success stories with Anthem to help 'prove' what CHWs do and how that helps. HCC had several to share and reminded the HUB that they can use the testimonials we gathered. Davis has shared with the BOH, in the past, participants willing to speak about what the program has meant to them.
- HCC update: We had 10 referrals in January- 60% were Medicaid eligible and able to enroll. Majority came from the HUB, which is unusual, but a good sign. 102 enrolled participants, we enroll adults and children, this translates into about 55 separate households. Davis is working to share data in a more impactful way for 2026 and focus not only on individual participants enrolled but how many households are being served. Davis

is figuring out how to get that data in a user-friendly way. This is important because HCC typically can't enroll everyone in a household, but often there are so many needs that CHWs can't help but enroll multiple household members. There are individual pathways and household pathways, so the household is being served as well as individuals. It is important to note that we can only do a household pathway one time, per household, overall it paints a better picture of the impact CHWs are having in our community.

- Cribs for Kids: Currently have cribs through June 30, 2026. The Request For Proposal (RFP) for Cribs for Kids Grant, 2026/2027 has been released and application is due April 2026.

Human Resources

Jala Schroeder, Human Resource Specialist, was absent. Human Resource report was given by Jill Keller, Executive Assistant:

- Hiring: Madison Worstell, Intern, started in CHS department on February 5, 2026. Conducting two interviews this week for Help Me Grow Home Visitors. One for the bilingual role and one for the regular full-time role. Also, one more phone interview scheduled for the bilingual opening today.
- Insurance: Already talking about the 2027 open enrollment period. Currently offer Colonial Life as HD supplemental health and life insurance to staff members. Some of those products include short-term and long-term disability. For 2027, the county is exploring different companies to replace Colonial Life. Last week Joy Ermie and Ms. Schroeder met with New York Life Insurance along with one of the county commissioners, Anna Musschel, and Heather Obermyer from Hope Services. There are two more meetings scheduled over the next couple weeks with Frost Insurance and Freedom Benefits.
- Training: February 23, 2026, and February 24, 2026, will be First Quarter Forum.
- Exits: Elvira Guerrero, Help Me Grow Home Visitor's last day is February 18, 2026.

Finance

Julie McHugh, Director of Finance, reported the following:

- The annual financial report that is due 60 days from December 31, 2025, is in process and will be submitted by February 28, 2026. These financial statements 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 the summer of 2026.
- The 2027 budget process is in process and will be completed by March 11, 2026, for Health Commissioner Joy Ermie, to review. The 2027 budget will need to be presented to the Personnel/Finance/Audit Committee before the March Board of Health meeting. Krystina Bashor, Account Clerk, and Julie McHugh, Director of Finance, will be preparing with the assistance of Ms. Ermie.
- OVRS will be discussed on the WeCan biweekly Teams meeting on Wednesday at 11:00 am that is sponsored by the Ohio Department of Health (ODH) with an update from Judy Nagy of the Vital Statistics division at the state. April Murray, Office Assistant/Registrar, was sent the information so that she may attend the call and receive the update to pass along to all administrative staff. Ms. Murray will also be training all front office staff on the process for issuing birth and death certificates so there will always be a staff member in the office to fulfill requests when a customer comes into the office. We have finally started to receive the payments from the Ohio Department of Health when death certificates are requested online and sent to our department to process. Up until recently, we have been issuing quite a few death certificates that have been requested online, while we were not

receiving payments. Ms. Murray has been in contact with the state and has this problem resolved. An internal process has been put into place, so Account Clerks know when and how much a deposit is expected within the next several days. This was a state level program across all county health departments.

- There are three one hour long vital statistics training sessions being offered the week of March 4-6, 2026. Murray and Amanda Griffith, Deputy Vital Statistics Registrar, will be attending all three sessions. After the sessions have been completed, ODH will send out videos that Murray can share with all front office administrative staff.

Community Health Services

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

- CHS welcomed Madison Worstell to the team as an intern. Ms. Worstell will be working with Tante Lovins, Health Educator, on some safe communities projects and naloxone grant.
- Emily Dearth, Preparedness Coordinator, facilitated a tabletop exercise which went extremely well. It prompted discussion on ordering and managing supplies, verifying licenses of medical professionals during emergencies.
- Monday February 16, 2026, Ms. Dearth and Karen Engler, RN taught CPR/First Aid and Tiffany Day provided the Adolescent Health Resiliency presentation to staff from St. Augustine's and St. Johns for their in-service day.

Public Health Nursing:

Allyson Smith, Director of Public Health Nursing, was absent. No report was given.

Environmental Health Services

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

- O & M program: Initial enrolled households from 2023 due for compliance in 2028.
 - Reminder notices and non-compliance correspondence is being developed.
 - Reminder notices are planned for going out October 2026.
 - About one third (42/127) have met pumping/inspection by service provider from the October 2023 group.
- Sewage: contractors require local annual HD registration.
 - Sewage system installers, septage haulers, and service providers.
 - Contractors also must secure a performance bond through ODH in addition to their general liability insurance.
 - Different contractor roles require different septic bond amounts in Ohio.
 - HC has 21 installers, 17 Haulers, and 18 Service Providers.
 - Soil evaluators and system designers are not required to be registered.
 - By contrast, Private water system contractors are only registered by ODH.
- Training & meetings:
 - Food round table, on February 20, 2026, at Wood County HD. Marion County will be presenting on their use of HS Cloud. HCHD roll out date is not yet set but we know Wood County was set to go live this month. Expect to hear from HS Govtech soon on our implementation schedule.
 - Midwest workshop in Environmental Health March 16-17, 2026, in Columbus. Kassidy Swanson and Mr. Breitbart will be attending. Agenda looks improved compared with previous years. Training format on the second day appears to be a

more interactive game format and will surround prevention strategies for Legionnaire's disease and uses for radiological materials in Ohio.

Health Commissioner

Joy Ermie, Health Commissioner, reported the following:

- Ms. Ermie welcomed the board and invited them to the District Advisory Committee meeting on Wednesday, March 18th from 12-1pm. Ermie stated that the annual DAC meeting is required by Ohio Revised Code, and its purpose is to appoint members to the Board of Health, which this year is not necessary; to receive and consider the annual report; and to make recommendations to the Board of Health.
- Ermie also discussed the need to put a levy on the November 2026 ballot. She led a conversation regarding placing a renewal vs a new levy on the ballot.
- Ermie briefed the Board on support gathered for The Provident Companies as it intends to submit an application for a 9% Low-Income Housing Tax Credit to the Ohio Housing Finance Agency to support the financing and development of Oakwood Village II. This development, if approved, would include 66 units, including 1-, 2-, 3-, and 4-bedroom units. Unlike the existing Oakwood Village units currently on the site, these would not be categorized as subsidized housing. The rent would be established based on the Area Median Income (AMI), which HUD calculates at \$97,000. Individuals making between 30% and 70% of this AMI could be considered for this housing. The health department has great interest in this development as Housing has been a community health improvement planning priority of the Henry County Health Partners, since 2020. Research has shown that Henry County has:
 - High home ownership at 82% as compared to 67% in Ohio and 65% in the US,
 - Low homeowner vacancy rates of 0.1, compared to 0.9 in Ohio and 1 in the US,
 - Low rental vacancy rates of 3.2, compared to 4.3 in Ohio and 5.5 in the US,
 - High housing cost burdens in Henry County. Cost burden is defined as $\geq 30\%$ of one's gross income is spent on rent, mortgage and fees. This burden is felt in 78% of HC residents making $< \$20,000/\text{yr}$; 53% making between \$20,000 and under \$35,000; 23% making between \$35,000 and under \$50,000; and 13% making between \$50,000 and less than \$75,000.
- Ermie concluded by informing the Board that new board education has become available, so watch for more information.

Approval of January 20, 2026, Board of Health Minutes R08.26

The Board of Health reviewed the Board of Health Minutes from the January 20, 2026, meeting. Char Weber moved to approve January 20, 206, Board of Health Minutes as presented. Ginny Minnick seconded the motion. The motion passed, resulting in its adoption.

Approval of Consent Agenda R09.26

Joel Stier moved to approve the consent agenda as presented. Mark Lange seconded the motion. The motion passed, resulting in its adoption.

- a) Approve Payment of January bills in the amount of \$198,929.06.
- b) Approve of January 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) \$1,500 from 5050-5200-50020 (EH Salaries) to 5050-5200-50050 (EH Equipment)
 - (b) \$100 from 5040-5200-50020 (PHEP Salaries) to 5040-5200-50040 (PHEP Supplies)
 - (c) \$5,600 from 5135-5200-50020 (WF Development Salaries) to 5135-5200-50200 (WF Development Contract)
- 5) Donations – \$180.00
- 6) Accounts Receivable Write-Offs – None
- d) Acceptance of State of Ohio Board of Pharmacy Inspection.
- e) Approve The Family Connects Ohio Grant for SFY 2026, executed on January 28, 2026.
- f) Approve Family Connects International Non-Disclosure, Confidentiality, and Non-Competition Agreement.
- g) Approve Family Connects International Business Associate Agreement.
- h) Approve Personnel Policy 7.08, Vehicle Use on Health District Business.
- i) Personnel
 - (1) Approve Promotion of Jacqueline Thomas to Part-Time Public Health Nurse 2, effective February 19, 2026.
 - (2) Approve Resignation of Elvira Guerrero, Help Me Grow Home Visitor, effective February 18, 2026.
 - (3) Approve Reduction in Work Hours Request for Heidi Schroeder, Part Time Help Me Grow Home Visitor, effective February 19, 2026.
 - (4) Approve Increase in Work Hours for Kathy Kaufman, Full Time Help Me Grow Home Visitor, effective February 19, 2026.
 - (5) Approve Family Medical Leave for April Murray from February 23, 2026, through March 22, 2026.
 - (6) Approve Family Medical Leave for Karen Engler from March 5, 2026, through June 3, 2026.

New Business:

Approve Intergovernmental Agreement for IT Services with Henry County and Invoice for Yearly Service in the Amount of \$31,093.00 R10.26

Joy Ernie, Health Commissioner, presented an Intergovernmental Agreement between Henry County IT and Henry County Health Department effective March 1, 2026, through February 28, 2027, for IT Services, along with fee amount of \$31,093.00 for the same time period. After discussion, Melinda Fritz moved to approve the Intergovernmental Agreement between Henry County IT and Henry County Health Department as presented including the fee amount of \$31,093.00. Ginny Minick seconded the motion. The motion passed unanimously, resulting in its adoption.

Approve Request for Henry County Auditor to Create Fund for Family Connects Ohio Grant R11.26

Julie McHugh, Director of Finance, presented information for a request for Henry County Auditor to establish Family Connects Ohio Grant Fund. This fund is for the newly obtained Family Connects Ohio Grant approved in the consent agenda. Joel Stier moved to approve the request for the Henry County Auditor to establish Family Connects Ohio Grant Fund. Char Weber seconded the motion. The motion passed unanimously, resulting in its adoption.

Approve Budgetary Increase to the Family Connects Ohio Grant Fund R12.26

Julie McHugh, Director of Finance, presented the budgetary increase information for the Family Connects Ohio Grant as follows:

Revenue Accounts

5015-5200-40360	Family Connects Ohio Grant	\$ 170,500
5015-5200-40495	Family Connects Ohio Advance In	\$ 20,000

Appropriation Accounts

5015-5200-50020	Family Connects Ohio Salaries	\$ 50,000
5015-5200-50040	Family Connects Ohio Supplies	\$ 3,000
5015-5200-50120	Family Connects Ohio Other	\$ 2,000
5015-5200-50200	Family Connects Ohio Contract	\$ 100,000
5015-5200-50350	Family Connects Ohio PERS	\$ 7,000
5015-5200-50370	Family Connects Ohio Medicare	\$ 2,000
5015-5200-50520	Family Connects Ohio Insurance	\$ 6,500

Mark Lange moved to approve the Budgetary Increases to the Family Connects Ohio Grant Fund as presented. Char Weber seconded the motion. The motion passed unanimously, resulting in its adoption.

Approve Cash Advance for the Family Connects Ohio Grant Fund R13.26

Julie McHugh, Director of Finance, presented the cash advance information for the Family Connects Ohio Grant as follows:

5015-5200-51115	Family Connects Ohio Advance Out	\$ 20,000
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Char Weber moved to approve the Cash Advance for the Family Connects Ohio Grant Fund as presented. Joel Stier seconded the motion. The motion passed unanimously, resulting in its adoption.

Approve Request to Henry County Commissioners to Place 1.2 Mill Renewal Tax Levy on November 2026 Ballot R14.26

Joy Ernie, Health Commissioner, presented information requesting a 1.2 mill renewal tax levy on the November 2026 ballot for the Henry County Health Department vs. requesting a new tax levy for the fall ballot. After lengthy discussion. Mark Lange moved to approve the request to the Henry County Commissioners to place a 1.2 Mill Renewal Tax Levy on November 2026 Ballot. Ginny Minnick seconded the motion. The motion passed unanimously, resulting in its adoption.

Executive Session-discipline; compensation; and employment of a public employee(s); purchase or sale of property; matters required to be kept confidential – ROLL CALL

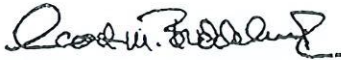
Board Member, Mark Lange, requested the Board of Health go into Executive Session to discuss discipline, compensation, employment of public employees. Roll call was taken for approval. R. Zachrich (Absent), Scott Buddelmeyer (Yes), Dr. M. Fritz (Yes) M. Lange (Yes), G. Minnick (Yes), J. Stier (Yes), and C. Weber (Yes). Executive Session began at 2:13pm. There being no further business to discuss in Executive Session, Mark Lange made a motion to end Executive Session. Char Weber seconded the motion. The Board of Health returned to open session at 2:20 pm.

Adjournment:

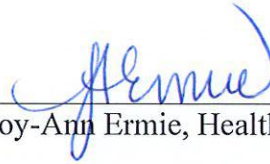
There being no further business to discuss in open session, President Scott Buddelmeyer adjourned the Board of Health Meeting at 2:21 pm.

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

Henry County District Advisory Council Meeting (DAC) is scheduled for Wednesday March 18, 2026, at 12:00 pm, at the Henry County Health Department, 1843 Oakwood Ave. Napoleon, Ohio. Lunch will be served.



Scott Buddelmeyer, Board of Health President



Joy-Ann Ermie, Health Commissioner