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HENRY COUNTY BOARD OF HEALTH MEETING

Held at The Henry County Health Department
on Tuesday, May 19, 2026, 1:00 p.m.

Board Members Present

Scott Buddelmeyer, President
Dr. Melinda Fritz
Ginny Minnick
Ryan Zachrich

Members Absent

Char Weber, President Pro-Tempore
Mark Lange
Joel Stier

Staff Present

Joy Ermie, Health Commissioner
Dan Breitbart, Director of Environmental Health
Jill Keller, Executive Assistant
Julie McHugh, Director of Finance
Jala Schroeder, Human Recourse Specialist
Cathy Zwyer, Director of Help Me Grow
Fred Garcia, Community Health Worker

Call to Order, Roll Call

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

Division Updates

Finance

Julie McHugh, Director of Finance, reported the following:

- Ohio Department of Health (ODH) has requested information for a survey on the use of OVRs. April Murray, Registrar, will be compiling a list of all staff that currently issue birth and death certificates and discussing with them the things that work well and the things that need improvement. Ms. Murray will submit the list to Health Commissioner Ermie no later than June 1, 2026, for her to enter into the survey.
- The Cribs for Kids grant application was submitted in March for funding in the amount of \$20,850, a reduction from previous years. This program supports the Henry County Cares

Program. We have not received the notice of award at this time for the grant funding cycle that begins July 1, 2026, and runs through June 30, 2027.

- Also submitted in March was the Get Vaccinated grant application with Fulton County Health Department (FCHD) in the amount of \$31,280. This funding supports the Public Health Nursing Department. We have not yet received notice that FCHD has been awarded for the grant funding cycle that begins July 1, 2026, and runs through June 30, 2027.
- The Adolescent Health Resiliency grant was submitted in May by Tiffany Day, Public Health Specialist. This funding supports the Community Health Services Department. The funding amount submitted was \$100,000 with the funding source being ODH. If we are awarded this grant, the new funding cycle will begin October 1, 2026, and run through September 30, 2027. It will be several months before we hear if we were awarded this grant.
- The Safe Communities grant was submitted in May by Tante Lovins, Health Education Coordinator. This funding also supports the Community Health Services Department. The funding remains stable at \$27,500 with the funding source being the Ohio Traffic Safety Department. If we are awarded this grant, the new funding cycle will begin October 1, 2026, and run through September 30, 2027. It will be several months before we hear if we were awarded this grant.
- Public Health Emergency Preparedness and Integrated Harm Grants were submitted previously, and we continue waiting on ODH to notify us if we were awarded this funding for another year. The new grant year would begin July 1, 2026, and run through June 30, 2027, for PHEP and September 30, 2026, to September 29, 2027, for Integrated Harm. Both of these grants support the Community Health Services Department.
- Employee forums were held last week, and the Fiscal Department presented the Purchase Order process. At the August forums the benefit package for the Henry County Health Department employees will be presented. This presentation consists of salaries, fringes, health insurance, H.S.A. Contributions, and paid time off for a total cost for an employee for a year, both full and part-time.

Community Health Services

Bethany Wachter, Director of Community Health Services, was absent. Executive Assistant, Jill Keller reported the following:

- As you saw in the Board packet, Community Health Services (CHS) completed the Integrated Harm grant site visit. Overall, ODH was pleased with the work we have done including meaningful partnerships with those with lived experiences and treatment locations, support from first responder agencies, and the expansion of naloxone distribution through our home visiting programs. For the recommendations, we are already planning on pairing the anti-stigma training with naloxone distribution and continuing our work in targeted zip codes. This includes working on getting trainings set up in Deshler and McClure areas.
- CHS has been very busy in the last few weeks. Two grants were submitted, Adolescent Health and Safe Communities, held CHIP, PHEP and MRC meetings, attended a MARCS drill and regional tabletop, attended Henry County Senior Center's health fair, held the Click it or Ticket kickoff event where individuals could get their car seats checked and made sure adults are riding safe by checking their "fit" in the vehicle, and attended Four County Career Center's Motorama providing traffic safety education.

Public Health Nursing:

Allyson Smith, Director of Public Health Nursing, was absent. Executive Assistant, Jill Keller reported the following:

- Public Health Nursing (PHN) has officially launched the Family Connects Ohio program on May 18, 2026. At this time, we have not yet received any referrals; however, we may soon be assisting a bereaved family from Fulton County since FC has not launched the program yet. Jacqueline Thomas is collaborating with Jess Ames, HD Community Health Worker with Henry County Cares, to support this potential case. All four local health departments are working with Sufficient Grace Ministries (SGM) to schedule a joint bereavement training session. This will provide a helpful overview of SGM's process and any recommendations they have, as neither DCY nor FCI offered bereavement training as part of program preparation.
- PHN has completed 7th and 12th grade vaccination clinics across all districts. Turnout was lower this year, which we are hoping is due to many students already having received their required vaccines. Clinic numbers were as follows:
 - Liberty Center: 3 students
 - Napoleon: 7 students
 - Holgate: 12 students
 - Patrick Henry: 10 students
- Additionally, Nikki Shank visited the Filling Home last week and administered COVID-19 vaccinations to 28 residents.
- For the month of April, we received reports of 4 RSV-related hospitalizations. No COVID-19 or influenza cases were reported in April or through mid-May, indicating a continued slowdown in respiratory virus activity as we move further into spring.
- With respiratory illness decreasing, this is a good time to remind the public about ways to prevent gastrointestinal illnesses, particularly salmonella and campylobacter. Both can cause significant GI symptoms but are largely preventable. Key educational messages include safe food handling (proper preparation and storage), diligent hand hygiene, risks associated with consuming raw or undercooked animal products, and staying mindful of exposure risks while swimming, traveling, or interacting with animals.
- There have been several salmonella outbreaks nationally linked to backyard poultry. As more Henry County residents begin raising their own poultry, it is important that we reinforce these prevention messages to help reduce the risk of local illness.
- Ticks also remain a major focus in communicable disease prevention. As we approach Memorial Day and the warmer summer months, we need to promote public awareness about tick bite prevention, safe removal, steps to take if a tick is found on a person or pet, and symptoms that could indicate Lyme disease or other tick-borne infections.
- Finally, while the hantavirus outbreak associated with the recent cruise ship in Argentina has received significant global attention, the risk to the United States remains low. We have not been notified of any exposures involving individuals in our jurisdiction.
- New nursing hire will begin on August 20, 2026, which is an ideal start date for the PHN department. This timing gives our current team the opportunity to get our feet under us with the Family Connects Ohio program before bringing her into the training process. We are very excited for her to join us. She is local and brings over 10 years of OB experience, which will be a tremendous asset to the FCO program. She will also participate in immunization and communicable disease work, consistent with all nursing roles in our department.

Environmental Health Services

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

- Health and Safe swimming week:
 - CDC Healthy and Safe Swimming week is May 17, 2026, to May 23, 2026.
 - The theme is: Don't let diarrhea sink the fun this summer!
 - Diarrhea-causing germs include *Cryptosporidium* (Crypto), *Giardia*, *Shigella*, norovirus, and *E. coli* O157. These organisms can survive in properly chlorinated water for a few minutes to days depending on the germ.
 - As the outdoor pools in Napoleon and Deshler will be opening soon, upon inspection, EH will be focusing on prevention by reminding the operators the importance of prevention and providing prevention posters to them.
 - Look at HD social media for some of this messaging.
- Campgrounds are back up and running:
 - Licensing renews in April.
 - Includes season long and temporary camps. We currently license 8 permanent campgrounds and have 2 to 3 temporary camps licensed each year.
 - We do 2 inspections each year during the months they are open.
 - Inspections focus on proper spacing, solid waste management, maintenance of dump stations, portable toilets, water hookups, etc.
- Sewage O & M
 - 159 final reminder notices sent out this month for unpaid permits
 - There will be around 130 priority mailings to be sent in early June.
 - Almost twice as many were sent last June (67).
- HS Cloud platform
 - Live and working in the system since April 24, 2026.
 - We are working with our one-on-one support representative until May 28, 2026, with any issues we are running into. After that date, we will have our support for the platform, but it will be done through the HS Cloud system itself.
 - It was not unexpected that there would be issues. Many of the problems has to do with the mapping of data fields did not land where it should be in the new system. We have been reporting the issues as we go and some of the issues have been fixed.

Help Me Grow

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

- Since April 21, 2026, Help Me Grow has received 9 referrals. Of those referrals 5 families enrolled, and 2 more intakes are schedule within the next week. During the same time period 3 families exited: 1 graduated and 2 loss of contact.
- Carmen Avalos Villa and Angel Dietrich, HMG's newest home visitors have received their credentials and taken on caseloads.

Henry County Cares

Susan Davis, Manager Henry County Cares, was absent. Community Health Worker Fred Garcia reported the following:

- CCS Data April 2026: 110 enrolled participants, representing approximately 58 households. 5 new enrollments and 3 awaiting enrollment. 19 referrals received during April.

- HUB Updates: There is still no active contract with Anthem, HCC is hopeful that we can take Anthem participants again very soon.
- HCC continues to develop, creating procedures and tools to strengthen participant engagement. A central focus remains on building trust, improving outcomes, and connecting families with the resources they need. As part of this ongoing development, new tools, organizational strategies, and outreach efforts have been implemented to enhance the participant experience and support Community Health Workers (CHWs).
 - Participant Plan of Action Form: Fred Garcia developed a structured Participant Plan of Action form designed to help organize goals and tasks, provide clarity for participants, and improve communication across CHWs, HMG home visitors, JFS Case Managers, and collaborating programs. While optional, this tool supports participants in understanding their next steps, keeping their goals in view and helps CHWs document the work being done and progress made.
 - Participant Resource Folders: Community Health Worker, Jessica Ames assembled organizational folders and labels for CHWs to distribute to participants. These folders keep paperwork, resources, and participant action plans in one place, supporting better engagement, organization, and follow-through as participants work toward their goals.
- Outreach Efforts: HCC has established a monthly outreach effort with Job and Family Services (JFS). Once a month Garcia sets up a resource table in the JFS lobby, offering information about HCC/CHW program to community members. During this outreach, Garcia interacts with community members to answer questions, take referrals, and provide general resource guidance to individuals visiting JFS. This outreach aims to strengthen community connection and provide easier access to support.

Human Resources

Jala Schroeder, Human Resource Specialist, reported the following:

- Hiring: Interviews for the public health nursing role have concluded and we extended an offer to someone.
- Training: Staff attended second quarter forum on May 11 and 12, 2026. Five staff members attend CPR training to get their CPR BLS certification renewed on May 5, 2026, led by Emily Dearth, Public Health Emergency Response Coordinator. Staff are currently taking training on the proper use of AI.
- Policies: In the consent agenda there is a new personnel policy, 3.22 Employee Practicum, to be approved. We have a staff member who is currently attending OSU to obtain a bachelor's degree in social work. One of the requirements for the degree is to complete an internship or employer-based practicum. We do not have a policy in place for situations like this, so we created a policy since no current policies aligned. An internal agreement for the employee to sign as well as the Health Commissioner was created, that is also attached to the policy.

Health Commissioner

Joy Ernie, Health Commissioner, reported the following:

- Ms. Ernie welcomed the board and thanked all departments on their reports. Ernie mentioned that she is working alongside the management team to identify and secure diverse funding as pointed out in the reports.

- Ermie reported that all steps have been taken to get the health department's levy renewal on the ballot for this November. She recognized the cooperation of the County Commissioners, County Auditor, and the Board of Elections to make the process very smooth. Ermie also shared how well renewal levies across the state did during the May primary.
- Ermie wanted to bring attention to the introduction of Generative Artificial Intelligence or GenAI, into the health department and more importantly the safeguards that are already in place to ensure the health department continues to make all decisions, reviews all information prior to dissemination, and upholds its ethical and confidential obligations.

Approval of April 21, 2026, Board of Health Minutes R24.26

The Board of Health reviewed the Board of Health Minutes from the April 21, 2026, meeting. Melinda Fritz moved to approve April 21, 2026, Board of Health Minutes as presented. Ryan Zachrich seconded the motion. The motion passed, resulting in its adoption.

Approval of Consent Agenda R25.26

Ryan Zachrich moved to approve the consent agenda with noted updates in **bold**. Ginny Minnick seconded the motion. The motion passed, resulting in its adoption.

- a) Approve Payment of April bills in the amount of \$248,950.94
- b) Approve of April Fiscal Report.
- c) Approve transfers, Intra-fund transfers, cash transfer and donations report.
 - 1) Cash Transfers-None
 - 2) Cash Advances
 - (a) \$10,000 from 5000-5200-51115 (Health Department Advance Out-Appropriation) to 5135-5200-40495 (Workforce Development Advance In-Revenue)
 - 3) Cash Advance Paybacks-None
 - 4) Intrafund Transfer –
 - (a) \$20,000 from 5015-5200-50200 (Family Connects Ohio Contract) to 5015-5200-51115 (Family Connects Ohio Advance Out)
 - (b) \$5,000 from 5020-5200-50040 (Adolescent Health Supplies) to 5020-5200-50110 (Adolescent Health Travel)
 - (c) \$4,000 from 5135-5200-50110 (Workforce Development Travel) to 5135-5200-50520 (Workforce Development Insurance)
 - (d) \$2,200 from 5135-5200-50110 (Workforce Development Travel) to 5135-5200-50020 (Workforce Development Salaries)
 - 5) Budgetary Increases
 - (a) \$6,000 for 5015-5200-50040 (Family Connects Ohio-Supplies)
 - (b) \$5,000 for 5015-5200-50050 (Family Connects Ohio Equipment)
 - 6) Donations-None
 - 7) Accounts Receivable Write-Offs-None
- d) Approve ODH Medicaid Administrative Claiming (MAC) Local Health Department Process Contract, retroactively effective July 1, 2025, through June 30, 2027.
- e) Approve Employee Practicum Personnel Policy 3.22.
- f) Approve Employment – Based Practicum Agency Attestation between Henry County Health Department and Angel Dietrich, Help Me Grow Home Visitor.
- g) Approve Employment Based Practicum Agreement with The Ohio State University.

h) Personnel

- (1) Approve Family Medical Leave for Tiffany Day, effective May 1, 2026, through May 18, 2026.
- (2) Approve Family Medical Leave Extension for Tiffany Day, May 19, 2026, through June 1, 2026, with a return-to-work date of June 2, 2026.
- (3) Approve Family Medical Leave for Pam Davies, effective May 7, 2026, through May 19, 2026, with restrictions of no lifting any object greater than 10 pounds upon returning May 20, 2026; with return to full duty on May 26, 2026, with no restrictions.

New Business: None

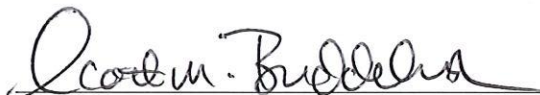
Executive Session:

Scott Buddelmeyer, President, stated that the Board of Health did not need to go into Executive Session.

Adjournment:

There being no further business to discuss, Ryan Zachrich moved to adjourn the Board of Health Meeting at 1:34 pm.

Next meeting is scheduled for Tuesday June 16, 2026, at 1:00 p.m., at Henry County Health Department, Conference Room A, 1843 Oakwood Avenue, Napoleon, Ohio.


Scott Buddelmeyer, Board of Health President


Joy-Ann Ernie, Health Commissioner