

Brown County Board of Health  
Board Meeting Minutes

**July 12, 2023**

The Brown County Board of Health met in regular session on Wednesday, July 12, 2023, at 8:00am, with the following members present: Ralph Jennings, Mark Klump, Tim O'Hara, and Rachael Jodrey. Also attending was Health Commissioner, Kyle Arn, Director of Nursing, Pam Williams, Environmental Health Director, Steve Dick, Administrative Assistant, Jennifer Feters, and Emergency Response Coordinator, Tom Brennan. Board President Ralph Jennings called the meeting to order at 8:00am.

**Approval of Board minutes**

Mr. Jennings asked if there were any questions regarding the Board Meeting minutes from June 14, 2023. Mrs. Jodrey made a motion to approve the minutes. Mr. Klump seconded the motion. All members present voted aye. Motion passed.

**Approval of Bills and Mileage**

Mr. Jennings asked if there were any unusual bills for the month. Mr. Arn said there wasn't anything unusual this month. Mr. O'Hara asked about the Adobe licenses. Mr. O'Hara made a motion to approve the minutes. Mr. Klump seconded the motion. All members voted aye. Motion passed.

**Supplemental Appropriations:**

Miss Feters discussed the Supplemental Appropriations. Mr. O'Hara made a motion to approve the Supplemental Appropriations. Mrs. Jodrey seconded the motion. All members voted aye. Motion passed.

**Environmental Division:**

Mr. Dick went over the HSTS Grant bids. The first project was for 3550 Upper Five Mile West and had 3 bids. Roger Barber \$33,950, Ervin Burkholder \$34,500, and Burns Excavating \$35,900. Mr. O'Hara made a motion to award the winning bid to Roger Barber. Mr. Klump seconded the motion. All members voted aye. Motion passed. The second project was for 4751 Upper Five Mile East and only had 1 bid. Ervin Burkholder bid \$34,500. Mr. O'Hara made a motion to award the winning bid to Ervin Burkholder. Mr. Klump seconded the motion. All members voted aye. Motion passed. Mr. Dick discussed with the Board that one bid for the Glancy Greenbush project had been pulled due to a design change. Mrs. Heather Sloat presented a presentation to the Board for their CEUs on the Pool and Spa program. Mr. Arn advised the Board on a possible meeting attendee.

**Nursing:**

Mrs. Williams gave the Board a program update. Mrs. Williams told the Board that COVID numbers are still slowing. Mrs. Williams told the Board about the Textedly number, 1-888-817-5540. Mrs. Williams provided the Board with information on where the mobile van has been traveling to and that they hand out NARCAN and speak to individuals if they want help. She said the response to the van has been great. Mrs. Williams updated the Board on grant funding for Project Dawn and the need for NARCAN kits. Mr. Jennings asked about the expiration on the kits. Mrs. Williams told the Board about the National Night Out on August 1<sup>st</sup> at Georgetown and Mt. Orab. She told the Board that August 31<sup>st</sup> is International Overdose Awareness Day. It will be held at the Mt. Orab Park with a 5K walk/run.

**Emergency Response Coordinator/Accreditation:**

Mr. Brennan gave the Board an update on the accreditation site visits. There will be a virtual site visit on October 31<sup>st</sup> and November 1<sup>st</sup> and an in-person site visit on November 8<sup>th</sup> at 9:00am. They discussed a possible move of the November BOH meeting to 7:00am so that at least 3 members will be present for the site visit per accreditation requirements. Mr. Arn explained the process with the site visit and the accreditation process in general. Mr. Arn told the Board that the SWOPHR Mutual Aid Agreement was not ready for them to adopt at this time, but it will be discussed next month.

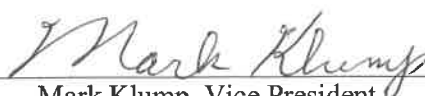
**Administrative:**

Mr. Arn told the Board that he was approached regarding serving on the state's Technical Advisory Council which reviews new technologies of septic systems for state approval. He said the appointment goes through the State House of Representatives. Mr. Jennings asked about the job posting. Mr. Arn said that they will be conducting interviews in the coming weeks. Mr. Jennings discussed the BOH meeting times and the possibility that there may need to be a change to the day due to BOH members' schedules. Mr. Klump asked regarding the new building. Mr. Arn updated the BOH on the building. Mr. Arn said that there was a small change in the plans, to use the IT room for a fiscal office for privacy. Mr. Arn, Mrs. Williams, and Miss Feters discussed the IT situation. Mr. Jennings asked about

CPR classes. Mrs. Williams gave an update. Mr. Arn informed the Board again about a possible attendee.

Mr. O'Hara made a motion to adjourn at 8:48am. Mrs. Jodrey seconded the motion. All members present voted aye. Motion passed and meeting adjourned.

  
Ralph Jennings, President

  
Mark Klump, Vice President

  
Rachel Jodrey, Member

  
Tim O'Hara, Member (DLC)

  
Michael McHenry, MD, Member

  
Kyle D. Arn, MS, REHS  
Health Commissioner