

Brown County Board of Health
Board Meeting Minutes
August 13, 2025

The Brown County Board of Health met in regular session on Wednesday, August 13, 2025, with the following members present, Ralph Jennings, Dr. Michael McHenry, Dena Richter and Rachael Jodrey. Also attending was Health Commissioner, Kyle Arn, Environmental Health Director, Steve Dick, Deputy Health Commissioner, Pam Williams, Public Health Nurse, Ami Yelton, Emergency Response Coordinator, Elizabeth Pemberton. Board President Mr. Jennings called the meeting to order at 5:00pm.

Approval of Board Minutes:

Mr. Jennings asked if there were any questions or corrections to the minutes for the meeting on July 9, 2025, provided to the board. Dr. McHenry made a motion to approve the minutes. Mrs. Richter seconded the motion. All members present voted aye. Motion passed.

Approval of Bills:

Mr. Jennings asked about any unusual bills. Mrs. Pemberton stated that Miss Fetters was not able to attend the board meeting but that there were no unusual bills this month. Dr. McHenry made a motion to approve the bills. Mrs. Richter seconded the motion. All members voted aye. Motion passed.

Environmental Division:

Mr. Dick went over the food survey that we had from ODH. We are on probation for an issue with cost methodology. We increased vending higher than 3%. We will not be able to bill for vending next year to correct the issue. In October Department of Agriculture will be surveying us as well. Mr. Dick also discussed that we need to re-visit an embargo policy for requiring the disposal of bad equipment or food. Mr. Dick discussed the updated Nuisance policy with the board for their approval. Dr. McHenry made a motion to approve the Nuisance policy. Mrs. Richter seconded. All members voted aye. Motion passed.

Nursing Division:

Mrs. Williams discussed upcoming events at the health department. Hoxworth is coming for a blood drive. Mrs. Williams updated the board that our needle exchange numbers are just shy of 40,000 taken in. We are partnering with IPM and giving out non-perishable food boxes. We will be receiving flu vaccines soon. We will be reordering Covid vaccines this year. Mrs. Yelton gave a presentation on CMH to the board.

Emergency Response/Accreditation:


Mrs. Pemberton discussed that she has been helping out at the front desk with it being busier with the BMV traffic. She has also been training on nursing programs ECW and ImpactSIIS to help out the nurses when Cheryl is not in the office. Mrs. Pemberton updated the board that the accreditation board will meet on the 28th of August, and the accreditation board has 2 weeks to give the health department their decision.

Administrative:

Mr. Arn discussed that he rented a U-Haul to donate the extra PPE from covid to M25 ministries. We now are only using the downstairs room at the engineer's office for storage. Kyle updated the board that he is discussing with the commissioners about the generator at the old office. Kyle

discussed that he is talking to the commissioners about use of the barn for ERC storage and space to put the mobile unit. The health department may be responsible for purchasing the add-on to park the van.

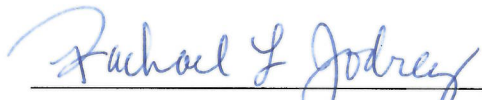
Dr. McHenry made a motion to adjourn the meeting at 5:40pm. Mrs. Richter seconded the motion. All members present voted aye. Motion passed. Meeting adjourned.



Ralph Jennings, President

Not Present

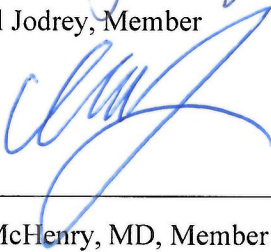
Mark Klump, Vice President



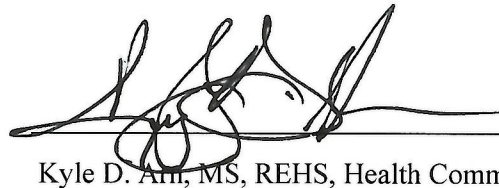
Rachael Jodrey, Member



Dena Richter, Member



Michael McHenry, MD, Member



Kyle D. Am, MS, REHS, Health Commissioner