



HURON COUNTY BOARD OF HEALTH MEETING
April 9th, 2026, at 1:00 PM

Present: Dr. Amy Browne, Joe Fisher, Michelle Krietemeyer, Jeremy Loose, Stormie Prelipp, Kim Stults, Kenneth Tkach

Absent: Jessica Khaledi, Greg Polachek

HCPH Staff: Nicole Marks, Eric Cherry, Grace Habeck, Chris Cherry, Bethany Perry, Carl Riems, Kristian McCallen

Guest(s) In Person: Matt Roche - Norwalk Ohio News, Randal Strickler – Huron County Prosecutor’s Office, Cindy Sage – Huron County Resident, Sasha Rogers – Girl Scouts, Nikki Rogers – Girl Scouts, Kaia Rogers – Girl Scouts

The Board of Health of Huron County Public Health (HCPH), Huron County, Ohio met at a regular meeting of the Board on April 9th, 2026, at HCPH Conference Room 1.

Mr. Loose called the meeting to order at 1:00PM and requested roll call. Ms. Habeck completed the roll call: Dr. Browne – Present; Mr. Fisher – Present; Ms. Khaledi – Absent; Mrs. Krietemeyer – Present; Mr. Loose – Present; Mr. Polachek – Absent; Ms. Prelipp - Present; Mrs. Stults – Present; Mr. Tkach – Present.

Mr. Loose turned to the guests present at the meeting to introduce themselves. In attendance was Matt Roche of Norwalk Ohio News, Cindy Sage, a Huron County resident, and the Roger’s family who were there to observe for Girl Scouts. None of the guests wished to participate in public comment.

Mr. Loose announced the new Board of Health Pharmacist Representative of the District Advisory Council (DAC), Michelle Krietemeyer, RPh, CIP. Mrs. Krietemeyer will be fulfilling an ongoing term of 2025 through 2030. Mrs. Krietemeyer briefly introduced herself.

Mr. Loose announced that he was re-appointed as a representative of the District Advisory Council (DAC), beginning a new term of 2026-2031.

Mr. Loose announced the new Board of Health Representative for the District Licensing Council (DLC), Joe Fisher. Mr. Fisher will be fulfilling an ongoing term of 2022 through 2027. Mr. Fisher briefly introduced himself.

Mr. Loose announced the release of the 2025 Huron County Public Health Annual Report. Mrs. Marks explained that copies of the report were distributed at the DAC meeting and are also available on the HCPH website, Facebook, and it has been submitted to the state.

Mr. Loose introduced Carl Reims, REHSIT, who provided the Board of Health with an educational presentation pertaining to the NEHA-FDA Retail Flexible Funding Model (RFFM) Grant. Mr. Reims gave the Board a program overview lasting approximately 32 minutes.

Mr. Loose proceeded with action items listed on the regular agenda, presenting the Board with Resolution 2026-33: Approval of Minutes from the March 2026 Regular Meeting. Dr. Browne made a motion to approve

Resolution 2026-33; Ms. Prelipp seconded the motion. With no discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-34: Approval of Expenditures from Last Meeting. Dr. Browne made a motion to approve Resolution 2026-34; Ms. Prelipp seconded the motion. With no discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-35: Approval of Budgetary Transactions. Dr. Browne made a motion to approve Resolution 2026-35; Ms. Prelipp seconded the motion. With no discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-36: Approval of Updated Final 2026 Budget. Dr. Browne made a motion to approve Resolution 2026-36; Mr. Tkach seconded the motion. Ms. Perry explained that the final budget was previously approved by the Board at the February 2026 meeting, but due to some alterations made by the Huron County Auditor's Office after the first approval in February some updates needed to be made. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-37: Approval of the Quarterly Budget. Ms. Prelipp made a motion to approve Resolution 2026-37; Mr. Tkach seconded the motion. With no discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-38: Request to Approve the Procurement Policy. Ms. Prelipp made a motion to approve Resolution 2026-38; Dr. Browne seconded the motion. Mrs. Marks explained that HCPH worked on updating the procurement policy to simplify and provided some clarity for confusion that circled around aspects of the existing policy. HCPH worked with both the Huron County Prosecutor, Randal Strickler, as well as their financial advisors at Julian and Grube. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-39: Request for Certification of Levy. Ms. Prelipp made a motion to approve Resolution 2026-39; Dr. Browne seconded the motion. Mrs. Marks explained that HCPH worked with the Huron County Prosecutor, Randal Strickler on creating this resolution that would allow HCPH to place a single renewal levy on for the general election in November of 2026 at the rate of 0.5 mils for a period of ten years. This renewal would continue to provide the Huron County Board of Health with sufficient funds to continue current programming as otherized by Ohio Revised Code Section 3709.29. Mr. Strickler also explained to the newer Board members that this is a two-step process beginning with the resolution assessment where the board declares it necessary to renew the current levy in order to continue operations. This process also gets the Board a certificate from the County Auditor that does two things, it provides the total tax revenue of the county and the total amount of that the levy would accumulate from those taxes. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-40: Request to apply for, accept funding from, and allocate funding for the Youth Suicide Prevention Grant for Fiscal Year 2027. Ms. Prelipp made a motion to approve Resolution 2026-40; Mr. Tkach seconded the motion. Ms. Habeck explained that this resolution encompasses the re-application for the Youth Suicide Prevention Grant through the Ohio Department of Health. The grant was increased from \$80,000.00 to \$86,000.00 due to a new deliverable that will be required for Fiscal Year 2027. She further explained that this grant allows HCPH to distribute free gun safes to the community among other things. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-41: Request to apply for, accept funding from, and allocate funding for the Creating Healthy Communities Grant for Fiscal Year 2027. Mr. Tkach made a motion to approve Resolution 2026-41; Dr. Browne seconded the motion. Ms. Habeck explained that this resolution pertains to the re-application for the Creating Healthy Communities Grant through the Ohio Department of Health. She noted that the grant supports various community projects focused on Healthy Eating and Active Living. Ms. Habeck further explained that, although the total possible application amount is \$120,000.00, HCPH is eligible to apply for up to \$100,000.00 based on the previous award amount. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-42: Request to apply for, accept funding from, and allocate funding for the Cribs for Kids Grant for Fiscal Year 2027. Ms. Prelipp made a motion to approve Resolution 2026-42; Dr. Browne seconded the motion. Mrs. Cherry explained that the Cribs for Kids Grant is a long-standing program at HCPH. For the past four to five years, HCPH has partnered with Sandusky County Health Department, which served as the lead agency to help participating departments meet grant minimum requirements. She noted that this arrangement will change this year, as HCPH will independently apply for and administer the grant. Mrs. Cherry further explained that the grant is made available to local jurisdictions through the Ohio Department of Children and Youth Services and provides a total of up to \$9,000.00 in funding for Huron County. The program will serve a minimum of 65 caregivers from July through June of the following year. It offers cribs, safe sleep education, and essential supplies to families who are expecting a child or have an infant under one year of age in the home and are in need of a safe sleep environment. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-43: Approval of Updated Medical Fees. Ms. Prelipp made a motion to approve Resolution 2026-43; Dr. Browne seconded the motion. Mrs. Cherry explained that she reviews the vaccines offered by HCPH on at least a quarterly basis, though typically monthly, including the associated costs. She noted that certain vaccines, specifically rabies, typhoid, and yellow fever, must be purchased directly by HCPH and are not covered by state funding. Due to rising costs, the fees for these vaccines have been increased by approximately 10% to help offset the expenses associated with purchasing, storing, and administering them. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-44: Approval of the DAC Resolution 2026-01: Renewal of Independent Contract Agreement for Public Health Services: Bellevue City. Ms. Prelipp made a motion to approve Resolution 2026-44; Dr. Browne seconded the motion. Mrs. Marks explained that the City of Bellevue is divided among four counties and previously operated its own health department, which is no longer in place. As a result, the City of Bellevue contracts annually with Huron County Public Health (HCPH) to provide services to

Bellevue residents, regardless of the county in which they reside. She further explained that this resolution was approved by the District Advisory Council at its March 26th, 2026 meeting, and HCPH is now seeking approval from the Board as well. While the contract rates increased in accordance with the terms of the original agreement, the overall contract amount remains unchanged, with a maximum limit of \$90,000.00. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-45: Approval of Updated Board of Health By-Laws. Dr. Browne made a motion to approve Resolution 2026-45; Ms. Prelipp seconded the motion. Mrs. Marks explained that the primary revisions to the by-laws were made at the request of the Board, particularly regarding inclement weather procedures. The Board requested that if a meeting falls on a day with inclement weather, it be rescheduled to the following Thursday. She further noted that additional sections were added addressing agendas and minutes, as well as public participation. A sentence was also added to the public duty section stating that, in the rare event both the President and Vice President are absent, the Secretary will call the meeting to order and conduct an election for a chairman pro tempore to ensure a presiding officer is in place for the duration of the meeting. Additionally, grammatical corrections were made, and references to the Willard building were removed. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-46: Request to Temporarily Change Status, Raifsnider. Ms. Prelipp made a motion to approve Resolution 2026-46; Dr. Browne seconded the motion. Ms. Habeck explained that Sydney Raifsnider, Creating Healthy Communities Grant Coordinator, has been experiencing ongoing family medical needs that have placed a significant strain on her available leave. She noted that Ms. Raifsnider has largely exhausted her paid time off and, while she is eligible for up to 50 days of unpaid leave, she has also utilized a substantial portion of that time. Additionally, Mrs. Raifsnider is not yet eligible for FMLA, as her one-year anniversary is April 28th. Due to these circumstances, Mrs. Raifsnider has requested to transition to part-time status in order to better manage her family's medical needs. In accordance with HCPH personnel policy, she will be required to remain part-time for a minimum of two months, beginning April 13th and continuing through June 14th, with a return to full-time status effective June 15th. Ms. Habeck noted that this arrangement is fully allowable under both the Creating Healthy Communities Grant guidelines and HCPH policy. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Variance Request VR 2026.04.01. Mr. Cherry provided context for the variance request, explaining that it was submitted due to a service provider not completing the required continuing education hours to maintain registration. He noted that the provider, who is new to the county as of June 2025, was under the impression that the continuing education requirement would be due in June 2026. However, the required credits were actually due in January 2026, and due to this misunderstanding, the provider did not meet the deadline. Mr. Cherry further explained that the required six hours of continuing education have since been completed, with the provider finishing them a few weeks ago. He also noted that an additional six hours of continuing education will be required during the 2026 licensing year for 2027. Dr. Browne moved to grant the variance with the understanding that the provider would be required to get 7 hours of continuing education in 2026 instead of 6. Ms. Prelipp seconded the motion. The motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose proceeded with programmatic reports, noting that reports were not presented at the previous meeting in order to preserve time. As a result, Ms. Perry included data for both February and March, as she was not present at the March meeting. Mr. Loose then requested a motion to approve the reports. Mr. Tkach made a motion, and Ms. Prelipp seconded the motion. Ms. Perry proceeded to present an updated Fiscal Report to the Board. The general fund and special fund balance reports were reviewed. Year-to-date across all funds, revenue totaled \$1,421,735.00, while expenses totaled \$634,122.00. The current cash balance for all funds is \$2,667,081.00. Outstanding advances from the general fund were also reviewed, leaving a total outstanding advance of \$522,684.65. For year-to-date general fund budget performance, at 25% of the budget cycle (as of March 31, 2026), 64% of the budgeted revenue has been received and 15% of the budgeted expenses have been expended. Ms. Perry also highlighted several notable expenses. For February, these included the Abila MIP annual fee of \$7,620.49, the final invoice from Wilkes Plumbing & Heating for duct work totaling \$39,825.00, and the HealthSpace license fee and setup cost of \$8,600.00. For March, highlighted expenses included \$2,070.00 paid to Clemans, Nelson & Associates for review of the HCPH Personnel Manual, \$2,000.00 paid to Julian & Grube for preparation of the 2025 cash basis report, and \$10,098.13 paid to Dell Marketing for the purchase of 11 new laptops. With no additional updates or further discussion, the motion was approved with the following roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose then proceeded with the quarterly communicable disease report presented by Ms. Kristian McCallen. During her report, Ms. McCallen highlighted a lower number of communicable diseases compared to 2025. Top reportable diseases included chlamydia, Hepatitis C, Influenza-Associated Hospitalizations, COVID-19 Associated Hospitalizations, and Legionellosis. Ms. McCallen also emphasized that Measles is on the rise in the United States and the importance of vaccination.

Mr. Loose moved onto the final programmatic report, the Bi-Annual Quality Improvement (QI) and Performance Management (PM) Report, which was provided by Ms. Grace Habeck. Ms. Habeck shared updates on the QI Council meetings, PM reports, updated performance metrics, and ongoing QI efforts, as outlined in a PowerPoint presentation shared by Ms. Habeck.

Mr. Loose called for executive session per Ohio Revised Code Section 121.22: (G)(1): To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Ms. Prelipp made a motion to enter executive session, and Dr. Browne seconded the motion. With no discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes; Mr. Loose – Yes, Ms. Prelipp – Yes; Mr. Tkach – Yes. At this time, all guests were escorted into the Medical Division waiting room.

Following the Board's discussion in executive session, Mr. Tkach made a motion to exit executive session and resume into regular session and Browne seconded the motion. The motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes; Mr. Loose – Yes, Ms. Prelipp – Yes; Mr. Tkach – Yes. At this time, all guests were escorted back into the Conference room.

Mr. Loose presented the Board with Resolution 2026-47: A Resolution to Temporarily Suspend the Sewage Treatment System Operation and Maintenance Program. Dr. Browne made a motion to approve Resolution 2026-43; Ms. Prelipp seconded the motion. Mr. Strickler provided background for guests in the audience, explaining that the reason this resolution was discussed in executive session is that, if adopted by the Board, it may have an impact on current Environmental Health staffing. With no further discussion, the motion carried

upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Krietemeyer – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

With no further business, Mr. Tkach made a motion to adjourn.