HURON COUNTY BOARD OF HEALTH MEETING
June 4th, 2026, at 1:00 PM

Present: Joe Fisher, Jeremy Loose, Greg Polachek, Stormie Prelipp, Kimberly, Stults, Kenneth Tkach

Absent: Dr. Amy Browne, Michelle Krietemeyer

HCPH Staff: Nicole Marks, Eric Cherry, Grace Habeck, Chris Cherry, Bethany Perry

Guest(s) In Person: Jocelyn Leber - Norwalk Ohio News, Randal Strickler – Huron County Prosecutor's Office

The Board of Health of Huron County Public Health (HCPH), Huron County, Ohio met at a regular meeting of the Board on June 4th, 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 – Absent; Mr. Fisher – Present; Mrs. Krietemeyer – Absent; Mr. Loose – Present; Mr. Polachek – Present; 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 Jocelyn Leber of Norwalk Ohio News who did not wish to participate in public comment.

Mr. Loose announced that long-standing Board of Health Member, Greg Polachek, has decided to resign following many years of service on the Board. Huron County Public Health staff and Board of Health members thanked Mr. Polachek for his numerous years of service and dedication to the Health of Huron County.

Mr. Loose proceeded with action items listed on the regular agenda, presenting the Board with Resolution 2026-54: Resolution to Honor Late BOH Member, Jessica Khaledi. Ms. Prelipp made a motion to approve Resolution 2026-54; Mr. Tkach seconded the motion. Mrs. Marks explained that Ms. Khaledi was appointed to the Board of Health on August 8th, 2024, as the City of Norwalk Representative. Ms. Khaledi served with distinction, dedication, and heart for nearly two years as a member of the Huron County Board of Health. Ms. Khaledi's genuine concern for her community, thoughtful examination and discussion of public health topics, and her business and marketing expertise made her a unique asset to the Board, positively contributing to the growth and performance of the agency. Ms. Khaledi's sudden and unexpected passing on May 5, 2026, has deeply saddened HCPH staff and Board members. Mrs. Marks, along with the Board and HCPH staff members, extends its heartfelt sympathy and enduring support to Ms. Khaledi's family, loved ones, and friends during this time of immeasurable loss. With no further discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-55: Approval of Minutes from the May 2026 Regular Meeting. Ms. Prelipp made a motion to approve Resolution 2026-55; Mr. Polachek seconded the motion. With no discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-56: Approval of Expenditures from Last Meeting. Mr. Tkach made a motion to approve Resolution 2026-56; Ms. Prelipp seconded the motion. With no discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-57: Approval of May 2026 Budgetary Transactions. Mr. Tkach made a motion to approve Resolution 2026-57; Ms. Prelipp seconded the motion. With no discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-58: Request to Approve Increased Liability Insurance Coverage Cost. Ms. Prelipp made a motion to approve Resolution 2026-58; Mr. Polachek seconded the motion. Mrs. Marks explained that the agency's liability insurance provider, PEP, suggested a per-occurrence increase from $9 million to $10 million per occurrence based on awards that have recently been given. Section 1 of the resolution outlines the details of the increase which includes legal liability for general liability claims, legal liability for automobile claims, public officials' wrongful acts, and employment practices liability. The suggested increase would cost the agency an additional $958.00 per year. With no further discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-59: Request to Extend Raifsnider Part-Time Status. Ms. Prelipp made a motion to approve Resolution 2026-59; Mr. Fisher seconded the motion. Ms. Habeck explained that Resolution 2026-46 was approved by the Board at the April BOH meeting which initially allowed Sydney Raifsnider, Creating Healthy Communities Grant Coordinator, to transition from full-time to part-time due to family medical needs. The initial part-time status would go from April 13th, 2026, to June 14th, 2026. Due to ongoing family medical needs, Mrs. Raifsnider requested a further extension on her part-time status that would extend through August 9th so her first day back full-time would be Monday August 10th, 2026. With no further discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-60: Request to Close to the Public for 2026 Employee In-Service Training Day on January 27th, 2027. Mr. Tkach made a motion to approve Resolution 2026-60; Ms. Prelipp seconded the motion. Ms. Habeck explained that each year HCPH closes on a specified date in January for an all-staff training day. HCPH has a number of annual training courses that management, grants, and PHAB accreditation deem required for staff. Staff and management have previously expressed difficulty in fitting these training courses into their work schedules throughout the year due to competing priorities and disruptions. To mitigate these issues, HCPH's Management Team is proposing the agency close to the public one day per year to complete the majority of required annual all-staff trainings. With no further discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-61: Request to approve WPCLF Contract. Ms. Prelipp made a motion to approve Resolution 2026-61; Mr. Fisher seconded the motion. Mr. Cherry explained this as a request to enter into a contract with a contractor for one of the Water Pollution Control Loan Fund (WPCLF) projects, located on Peru Olena Rd. This will be a replacement of a residential septic system which is 100% funded by the grant, meaning the funding from the Ohio Environmental Protection Agency (EPA) will fully and directly reimburse the cost of the entire project. With no further discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-62: Request to approve WPCLF Contract. Mr. Polachek made a motion to approve Resolution 2026-62; Mr. Fisher seconded the motion. Mr. Cherry explained this as a request to enter into a contract with a contractor for four properties supported by the Water Pollution Control Loan Fund (WPCLF). All four of these properties will have soil evaluations, which are 84% funded by the grant, meaning the funding from the Ohio Environmental Protection Agency (EPA) will partially cover cost of the project. With no further discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented Resolution 2026-63: Request for Funding for Huron County Fair. Mr. Tkach made a motion to approve Resolution 2025-63, Ms. Prelipp seconded the motion. Ms. Habeck presented a PowerPoint presentation to the Board outlining the purpose of the request, how T-shirts are used for a tool for public engagement, examples of data collected as a part of the fair survey and results from last year's survey, as well as previous costs and cost estimates. The motion carried upon roll call vote, with the Board agreeing to match $2,900.00 in donations: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-64: Approval of Updated Medical Fees. Mr. Tkach made a motion to approve Resolution 2026-64; Ms. Prelipp seconded the motion. Mrs. Cherry explained that this resolution focuses on two vaccines that HCPH has not offered previously. She then referred to the vaccines outlined on the screen (Penmenvy (Menveo MCV-ACWY & Bexero MenB) and Penbraya (MCV-ACWY & Trumenba Men B)) and asked the Board for any associated questions. With no further discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-65: Request to Approve Cybersecurity Policy. Ms. Prelipp made a motion to approve Resolution 2026-65; Mr. Fisher seconded the motion. Mrs. Marks explained that HCPH had previously passed a resolution for an agency Cybersecurity Policy, Resolution 2025-87, but HCPH would like to replace that policy with the updated policy that was shown to the Board. She further explained that the policy was written by the Huron County Prosecutor's Office and HCPH would like to be in alignment with other Huron County Agencies that are also going to be using this policy. With no further discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-66: Request to Contract with TransactRX for Medicare Part D Vaccine Billing Services. Ms. Prelipp made a motion to approve Resolution 2026-66; Mr. Fisher seconded the motion. Mrs. Cherry explained this resolution is an update to something that was previously presented to the Board in 2024. Contracting with TransactRX would allow HCPH to offer more vaccines to Medicare clients. Under Medicare Part B, HCPH can only really offer the flu vaccine and pneumonia vaccines. Contracting with TransactRX for Medicare Part D would allow HCPH to offer further vaccines that are further covered under that plan. With no further discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose presented the Board with Resolution 2026-67: Request to Repeal the Regulations Establishing Standards for the Location, Operation, and Maintenance of Temporary Mass Gatherings. Ms. Prelipp made a motion to approve Resolution 2026-67; Mr. Tkach seconded the motion. Mr. Cherry explained that back in 1971 the Board of Health adopted a local resolution that pertained to mass gatherings, connecting it to the 1969 Woodstock event that had taken place a few years prior in a different jurisdiction. After this event the Board of Health sought after some form of regulation pertaining to mass gatherings. Mr. Cherry explained that these regulations are no longer current and that HCPH also hasn't utilized these regulations in a number of years. He further stated that in this day in age it is not uncommon for more than 500 people to gather in public spaces. He then asked that the Board consider repealing these regulations due to his previous statements. With no further discussion, the motion carried upon roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

Mr. Loose proceeded with the programmatic reports, requesting a motion to approve the reports. Ms. Prelipp made the motion, and Mr. Fisher 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. For year-to-date in all funds, there is revenue of $1,783,370 and year-to-date expense of $1,242,466. The current cash balance for all funds is $2,420,372. Outstanding advances from the general fund were also reviewed, leaving an outstanding advance at a total of $464,184.65. For year-to-date general fund budget performance, at 42% of the budget cycle (as of May 31, 2026), 76% of the budgeted revenue was received and 27% of the budgeted expenses dispersed. Ms. Perry also highlighted a few unique expenses from May which included the cost of paying PEP Liability Insurance for $30,690.00, Fire Safety Equipment – Annual Fire Extinguisher Service for $204.75, Millers Landscaping – Plants for the CHC Nourishing Huron County Community Garden, and a $75 Donation to the Reach our Youth Organization in Honor of Late BOH Member Jessica Khaledi. With no additional updates or further discussion, Mr. Loose requested a roll call vote: Mr. Fisher – Yes, Mr. Loose – Yes, Mr. Polachek - Yes, Ms. Prelipp – Yes, Mr. Tkach – Yes.

With no other discussions or business on the agenda or presented by Board members, Ms. Prelipp made a motion to adjourn, and Mr. Fisher seconded the motion. Meeting adjourned at approximately 1:25pm. The next regular session is scheduled for July 9, 2026.