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

**Present:** Dr. Amy Browne, Joe Fisher, Jeremy Loose, Ashley Kinney, Stormie Prelipp, Kimberly Stults, Shelly Wybensinger

**Absent:** Michelle Krietemeyer, Kenneth Tkach

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

**Guest(s) In Person:** Matt Roche - 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 July 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; Mrs. Krietemeyer – Absent; Mrs. Kinney – Present; Mr. Loose – Present; Ms. Prelipp - Present; Mrs. Stults – Present; Mr. Tkach – Absent, Ms. Wybensinger - Present.

Mr. Loose turned to the guests present at the meeting to introduce themselves. In attendance was Matt Roche of Norwalk Ohio News who did not wish to participate in public comment.

Mr. Loose announced the addition of two new Board of Health Members, Mrs. Ashley Kinney, and Ms. Shelly Wybensinger. Both new members were present for the July meeting and are excited to start their terms on the board. Mrs. Kinney is fulfilling the remainder of the District Advisory Council seat from 2025-2030. Ms. Wybensinger is also fulfilling a current term for the Norwalk City seat of 2025-2030.

Mr. Loose introduced Sydney Raifsnider, who provided the Board of Health with an educational presentation pertaining to the Huron County Creating Healthy Communities Grant. Mrs. Raifsnider gave the Board a program overview lasting approximately 20 minutes.

Mr. Loose called for a motion to open the floor for officer elections. Ms. Prelipp made the motion, which was seconded by Mr. Fisher. Mr. Loose then called for nominations for Vice President. Mr. Loose nominated Dr. Browne to serve as Vice President for 2026. Hearing no additional nominations, Mr. Loose called for a vote. All members voted in favor, the motion carried unanimously, and Dr. Browne was elected as the 2026 Vice President.

Mr. Loose presented the Board with Resolution 2026-68: Approval of Minutes from the June 2026 Regular Meeting. Ms. Prelipp made a motion to approve Resolution 2026-68; Dr. Browne seconded the motion. With no discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney - Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger - Yes.

Mr. Loose presented the Board with Resolution 2026-69: Approval of Expenditures from Last Meeting. Ms. Prelipp made a motion to approve Resolution 2026-69; Dr. Browne seconded the motion. With no discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney - Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger - Yes.

Mr. Loose presented the Board with Resolution 2026-70: Approval of June 2026 Budgetary Transactions. Ms. Prelipp made a motion to approve Resolution 2026-70; Dr. Browne seconded the motion. With no discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney - Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger - Yes.

Mr. Loose presented the Board with Resolution 2026-71: Resolution to Approve the BCCP Contract. Ms. Prelipp made a motion to approve Resolution 2026-71; Dr. Browne seconded the motion. Mrs. Cherry explained that HCPH has had an agreement with the Breast and Cervical Cancer Project for a number of years, the original agreement was in place for the entirety of that time, up until recently. This program helps provide payment for breast and cervical cancer screenings as well a referral for these services. This program is mainly targeted toward individuals with financially limited situations to ensure that Huron County residents are provided care regardless of their ability to pay. Mrs. Cherry also stated that Mr. Strickler, Huron County Prosecutor's Office, has given his blessing to HCPH to move forward with the agreement. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney - Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger - Yes.

Mr. Loose presented the Board with Resolution 2026-72: Request to Approve Allocation of Anthem Rebate and Settlement Funds for Employee Health Insurance Contributions. Ms. Prelipp made a motion to approve Resolution 2026-72; Dr. Browne seconded the motion. With no discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney - Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger - Yes.

Mr. Loose presented the Board with Resolution 2026-73: Resolution to Approve the Return of Birth and Death Certificate Paper. Ms. Prelipp made a motion to approve Resolution 2026-73; Dr. Browne seconded the motion. Ms. Perry explained that in 2025 the Ohio Department of Health's Vital Statistics Program when through a major change with implementing a new system. With this new system, a new Birth and Death Certificate paper was required meaning that any of the old paper was no longer usable and ODH requested that the obsolete material be sent back to their agency. ODH is paying for the material to be sent back to their location in Columbus, but HCPH is still experiencing a loss because the required material cost $635.15. The remaining paper that is being sent back to ODH, with Board approval, is one (1) box of Birth Certificate paper, two (2) boxes of the long-form Birith Certificate paper, and a box and a half (1.5) of Death Certificate paper. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney - Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger - Yes.

Mr. Loose presented the Board with Resolution 2026-74: Quarterly General Fund Budget Review. Ms. Prelipp made a motion to approve Resolution 2026-74; Dr. Browne seconded the motion. With no discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney - Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger - Yes.

Mr. Loose presented the Board with Resolution 2026-75: Request to Apply for, Accept, and Appropriate Grant Funds for the Huron County Community Fund Grant (up to $10,000). Dr. Browne made a motion to approve Resolution 2026-75; Ms. Prelipp seconded the motion. Ms. Habeck explained that the Huron County Community Foundation is offering grant funding to support projects that enhance the quality of life for Huron County residents. HCPH is requesting authorization to apply for, accept, and appropriate up to $10,000 in grant funding to support the Village of Monroeville's Pedestrian Infrastructure Improvements through the Creating Healthy Communities Program. The proposed project will build upon the Village's ongoing efforts to improve pedestrian safety, accessibility, and opportunities for active transportation within the community. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger – Yes.

Mr. Loose presented Resolution 2026-76: Request to Apply for, Accept, and Appropriate Grant Funds for the Case Western Healthy Choices Mini Grant (up to $1,500). Ms. Prelipp made a motion to approve Resolution 2025-76, Dr. Browne seconded the motion. Ms. Habeck explained that the Healthy Choices Mini-Grant Program, administered by the Mary Ann Swetland Center for Environmental Health at Case Western Reserve University through funding from the Ohio Department of Job and Family Services, provides one-time grants of up to $1,500 to support Policy, Systems, and Environmental (PSE) strategies that increase access to healthy foods, promote healthy food choices, and encourage active living for Ohio residents eligible for or receiving SNAP benefits. HCPH is requesting authorization to apply for, accept, and appropriate up to $1,500 to implement a healthy eating and active living strategy that aligns with the agency's mission to improve community health and increase access to healthy lifestyle opportunities for Huron County residents. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger – Yes.

Mr. Loose presented the Board with Resolution 2026-77: Resolution to Approve the Workstation and Acceptable Use Policy. Ms. Prelipp made a motion to approve Resolution 2026-; Dr. Browne seconded the motion. Mrs. Marks explained that HCPH previously maintained separate Laptop and Acceptable Use Policies. Following a review, both policies were updated and consolidated into a single Workstation and Acceptable Use Policy to provide clearer guidance regarding the appropriate use of agency-owned workstations, laptops, technology resources, and information systems. Approval of the updated policy will supersede the previously adopted Laptop Policy and Acceptable Use Policy, effective July 9, 2026. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger – Yes.

Mr. Loose presented the Board with Resolution 2026-78: Resolution to Apply for the Public Health Workforce Grant. Dr. Browne made a motion to approve Resolution 2026-78; Ms. Prelipp seconded the motion. Mrs. Marks explained that HCPH has been awarded an additional $90,000 through the Ohio Department of Health's Public Health Workforce Grant, increasing the agency's total grant award to $585,000. The additional funding will support employee retention and workforce development initiatives, including staff training, wellness activities, retention incentives, expanded holiday pay, and grant administration. The resolution also authorizes the Health Commissioner to appropriate and expend local funds as needed until reimbursement is received from the Ohio Department of Health. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger – Yes.

Mr. Loose presented the Board with Resolution 2026-79: Approval to Submit a Request to Purchase for Front Parking Lot. Ms. Prelipp made a motion to approve Resolution 2026-79; Dr. Browne seconded the motion. Mrs. Marks explained that the front parking lot at HCPH has deteriorated over time and is in need of replacement to ensure safe access for staff and visitors. She further explained that approval of this resolution authorizes the agency to submit a Request to Purchase (RTP) through the Ohio Department of Transportation's Cooperative Purchasing Agreement, allowing the agency to utilize the State of Ohio's cooperative purchasing program for the parking lot replacement project. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger – Yes.

Mr. Loose presented the Board with Resolution 2026-80: Approval of Updated Health District Fees. Ms. Prelipp made a motion to approve Resolution 2026-80; Dr. Browne seconded the motion. Mrs. Marks explained that this resolution is being brought to the Board to request that HCPH be able to increase our postage fee in relation to Vital Statistics from $5.50 to $6.00 which would go into effect on Monday, July 13th, 2026. With no further discussion, the motion carried upon roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger - 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, CPO, Campylobacteriosis, Hepatitis C, and Salmonellosis. Ms. McCallen also reviewed foodborne illnesses and how to prevent them as well as Public Health notice for the extreme heat that Ohio has been experiencing.

Mr. Loose proceeded with the programmatic reports, requesting a motion to approve the reports. Dr. Browne made the 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. For year-to-date in all funds, there is revenue of $1,870,460 and year-to-date expense of $1,461,839. The current cash balance for all funds is $2,288,088. 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 50% of the budget cycle (as of June 30, 2026), 80% of the budgeted revenue was received and 33% of the budgeted expenses dispersed. Ms. Perry also highlighted a few unique expenses from May which included the cost of paying the annual SurveyMonkey fee - $1,080.00, Great Lakes Electric Generator Repair - $125.00, AOHC Leadership and Finance Trainings for three (3) employees - $330.00, and $8,965.24 in O&M Program refunds. Ms. Perry also relayed to the Board that the HCPH final audit was completed for the 2025 Fiscal Year. She also highlighted the awarding of grant funds to HCPH in the sums of $72,791 for PHEP and $9,000 for the Every Baby Sleeps Safe Grant Program through the Ohio Department of Health. With no additional updates or further discussion, Mr. Loose requested a roll call vote: Dr. Browne – Yes, Mr. Fisher – Yes, Mrs. Kinney – Yes, Mr. Loose – Yes, Ms. Prelipp – Yes, Ms. Wybensinger - Yes.

With no other discussions or business on the agenda or presented by Board members, Dr. Browne made a motion to adjourn, and Ms. Prelipp seconded the motion. Meeting adjourned at approximately 1:55pm. The next regular session is scheduled for August 6, 2026.