



304 Putnam Street, Marietta, Ohio 45750

Phone (740) 373-0611; Fax (740) 376-6445

Michael Brockett, MD, Health Commissioner

**Meeting Minutes  
Marietta/Belpre City Board of Health Meeting  
304 Putnam Street, Marietta, OH 45750  
Friday, March 20, 2026; 10:00 am**

**Board Member Roll Call:**

Laurie Gwinn - Yes  
Desiree Kerns - Yes

Joel Whitaker - Yes  
Suzanne Baker - Yes

Ann Stewart - Yes

**Others Present:**

Josh Schlicher-Marietta Mayor  
Tom Webster - Belpre City Attorney

Kelly Miller - Administrator/REHS  
Cammie Loane-Registrar/Fiscal

**I. Call to Order and Recognition of Guests, Roll Call**

Mayor Schlicher called the meeting to order at 10:02 A.M., roll call was taken, a quorum was present. No guests were in attendance.

**A. Approval of February 20, 2026 Meeting Minutes**

Joel Whitaker made a motion to approve February 2026 Board of Health Meeting Minutes, Suzanne Baker seconded the motion. There was no further discussion, a roll call vote was taken.

Laurie Gwinn - Yes  
Desiree Kerns - Yes

Joel Whitaker - Yes  
Suzanne Baker - Yes

Ann Stewart - Yes

Motion passed.

**B. Management Reports for February 2026:**

**1. Environmental Health Report:** See written report.

New EH staff wrote their own report for February. Miller stated that she was on vacation last week and left them a list of inspections to complete. They completed all assigned inspections. She reached out to Josh Lane at WCHD, prior to her vacation, to make sure that he would be available should Eremus and Reynolds need to ask questions while they were out in the field, during her absence. They are still working on getting reports completed. They are still in training for the higher risk level establishments. Stewart



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asked for clarification on what levels 3 & 4 meant. Miller explained those are the facilities that do more food prep and are full scale restaurants. Eremus and Reynolds are working with Building Bridges 2 Careers to do a lesson about science at Warren Middle School. This will help Eremus with her last class in earning her Bachelor's Degree. Miller stated Eremus and Reynolds are doing a great job and working out very well.

Miller reported she had received a complaint about the Dollar Tree in Belpre. When she inspected on February 20th, there were twenty-four tarps hanging from the ceiling to collect water, which then had a hose running to a bucket on the floor. The employees were responsible for dumping the buckets. Antonio's Pizza next door has also been affected. Miller has contacted the owner. They responded that they have put the repairs out for bid and are looking to start repairs in April. She has required them to perform mold remediation as well, and owner will be required to have a 3<sup>rd</sup> party inspection completed. Miller stated she will require a copy of the report to be submitted.

2. **Nursing Report:**

Miller reported that we had one (1) case of Monkey Pox in February. The clinic has been busy. The RH grant wraps up at end of March. She stated that we may end grant period short of the projected goal, but they have been seeing more patients than previously anticipated. The ODH RH review board was here a few weeks ago to review the specifics of the program. This was an audit to make sure all aspects of the program are being followed. Their only findings were that we need to have more written procedures in place, for testing and such. The audit went very well overall. Beck received notification that RH grant application is open for a possible continuation grant in April. She is currently working on the new grant application, which is due April 6 at 4:00 p.m.

The ODH CMH program visited in February as well. The ODH rep thinks that our case numbers should be higher. Miller stated that the CMH program is not as prevalent, as it was in the past, due to most of the families having Medicaid or private insurance. She stated that many qualifying families, in our area, are on Medicaid, and get what they need through the government. Miller stated that she reached out to other bordering LHD's to see where they stand with their CMH program. All departments stated that their caseloads are zero or low as well. They are hearing the same from ODH too. After learning this, our CMH nurse (Guckert) feels better, and is trudging forward as best she can.



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**3. Administrator Report:**

Miller reported she had several meetings to attend in February, and has been busy training EH staff. She stated that the WF and RH grant monies are still being reimbursed every month, but we are still waiting for our MAC deposits for two quarters. Miller stated that we received the state subsidy in February with an additional subsidy for being an accredited department. Miller stated that we are still waiting on a few late food licenses but almost all of them have been paid and the new licenses were mailed to the operators.

**4. Health Commissioner Report: No Report.**

Joel Whitaker made a motion to accept the written management reports for February 2026, Ann Stewart seconded the motion. There was no further discussion, a roll call vote was taken.

Laurie Gwinn - Yes  
Desiree Kerns - Yes

Joel Whitaker – Yes  
Suzanne Baker – Yes

Ann Stewart - Yes

Motion passed.

**C. Monthly Data Reports for February:**

**1. Vital Statistics Report:** See written report.

Loane reported that we will begin using the New World program for payment receipts in April. All payment codes have been added. She stated we are still working towards taking credit/debit cards for payments.

**2. Regional Epidemiologist Report:** See written report.

Miller pointed out that we had one monkey pox case in February and that Chlamydia cases are still high.

**3. Monthly Service Statistics Report:** See written report.

Suzanne Baker made a motion to accept the written monthly data reports for February 2026 as submitted. Joel Whitaker seconded the motion. There was no further discussion, a roll call vote was taken.

Laurie Gwinn-Yes  
Desiree Kerns-Yes

Joel Whitaker-Yes  
Suzanne Baker-Yes

Ann Stewart-Yes

Motion passed



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D. Finance

1. **Revenue Comparison & Expense Reports for February**

Gwinn noticed that we received our 1<sup>st</sup> qtr. allocation from the City of Belpre. She asked if there were any updates on our requested share increase. Miller stated that we have received no updates. Webster stated that Belpre City Council is set to vote on the budget on 03/23/2026. Mayor Schlicher asked if we had any open positions that are still on the books. Miller stated that we have no plans of filling the Accreditation Coordinator, one open nursing position, or PIO the position.

Ann Stewart made a motion to accept the Revenue Comparison & Expense Report for February 2026. Joel Whitaker seconded the motion. There was no further discussion, a roll call vote was taken.

Laurie Gwinn-Yes	Joel Whitaker-Yes	Ann Stewart-Yes
Desiree Kerns-Yes	Suzanne Baker-Yes	

Motion Passed.

II. Governance

A. **Resolution 26-01: Resolution to transfer funds**

Simple Solutions Grant--\$1500 total. We need to purchase lice kits, hygiene kits, cribs, and newborn kits.

Joel Whitaker made a motion to approve Resolution 26-01. Ann Stewart seconded the motion. There was no further discussion, a roll call vote was taken.

Laurie Gwinn-Yes	Joel Whitaker-Yes	Ann Stewart-Yes
Desiree Kerns-Yes	Suzanne Baker-Yes	

Motion Passed.

III. Action and Discussion Items

1. Public Comments: None
2. Board Member Comments and Miscellaneous Concerns: None

IV. Executive Session---None needed



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V. Adjournment

Suzanne Baker made a motion to adjourn the meeting, Ann Stewart seconded the motion. Mayor Schlicher adjourned the meeting at 10:35 A.M.

**Next meeting: Friday, April 17, 2026; 10:00 am, 715 Park Drive, Belpre, OH**

  
 \_\_\_\_\_  
 Board of Health President

April 17, 2026  
 Date

  
 \_\_\_\_\_  
 Board of Health Secretary

April 17, 2026  
 Date