



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, July 17, 2026; 10:00 am

Board Member Roll Call:

Laurie Gwinn - Yes

Desiree Kerns - Yes

Joel Whitaker - Yes

Suzanne Baker - Absent

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 by Mayor Schlicher

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 June 18, 2026 Meeting Minutes

Joel Whitaker made a motion to approve the June 2026 Board of Health Meeting Minutes, Laurie Gwinn 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 - Absent

Ann Stewart - Yes

Motion passed.

B. Management Reports for June 2026:

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

Miller reported the ODH Food Safety Program survey report had arrived. As expected, Item 15 was the only item within the entire survey document that requires an action plan. Item 15 is based on meeting the inspection frequency for each licensed facility as per the code. Environmental Health has the following upcoming festivals to inspect: Harmar Days, the weekend of 07/24, Belpre Homecoming and River, Trails, and Ales Fest are both the 2nd weekend in August. Miller stated that she and Dianna met with Reynolds regarding an extension of his probationary period. He has made some improvements since his last evaluation but there are still improvements that need to be made.



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2. **Nursing Report:** see written report.

Miller reported on Cyclosporiasis outbreak that has been occurring nationwide. At the present time, there is a total of 2 confirmed cases in Washington County. Guckert has been following up on cases and filling out the ODH questionnaire. Miller stated that we are almost out of car seats. Curtis picked up 4 car seats this week from Monroe County. We are currently waiting on our next shipment from Stark County. Miller stated that The Right Path has an upcoming pool party in New Matamoras and Curtis has agreed to attend to fit bicycle helmets and information. The Back to School Bash is August 6th at the Washington County Fairgrounds. Our team will be attending and offering immunizations for 7th and 12th graders and fitting bike helmets. Miller stated that Beck may be retiring at end of year, as stated in her nursing report. Miller has spoken with Dr. Brockett and asked him to think of anyone that he knows who may be interested in the position. For the Title X funds, we are required to have an NP or PA for 16 hours per month. We received notification from ODH that we will be eligible for an additional \$90,000 in WF23 funds through the end of 2027. This is the grant which pays Beck's salary.

3. **Administrator Report:** see written report.

Miller reported that we have been working hard to promote MBHD. Our Facebook follower count has increased by 159 since June 1st. The ADA service vs. support animals, Cyclosporiasis outbreak, and diaper bank posts have been popular. Miller stated that she has submitted a Letter of Inquiry to the Sisters Health Foundation requesting funds to purchase a mobile health services unit. She stated she will be submitting more grant requests in the near future for funds to purchase diapers, cribs, and birth day bag supplies. Our team will be attending the Go Pack Resource Fair at the Lafayette Hotel on August 23rd. Dianna will be doing sports physicals and we will also be fitting bike helmets. Miller presented a copy of the annual COTS coalition year-end report. MBHD participated in 100% of the monthly drills. Miller reported that we have given out 16 of the 24 cribs purchased. Loane is preparing letters for donations to local churches and businesses for our diaper bank. Miller reported that the Durango is still at Pioneer Collision for hail damage repair. She is hoping to have it back by next week. She stated that we received feedback on our 1st Annual PHAB report. They stated that we need to make some changes to the measures that were submitted, but we are good for another year. We continue to move forward on being able to accept credit card payments in the office.

4. **Health Commissioner Report:** no report.

Joel Whitaker made a motion to accept the written management reports for June 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 - Absent

Ann Stewart - Yes

Motion passed.



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C. Monthly Data Reports for June:

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

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

Miller reported that Dr. Brockett signed a new MOU to use Noble County for our regional epidemiologist. Webster asked if there are any updates on lone star tick? Miller stated no. He asked if there had been any reported cases of Alpha Gal Syndrome and Miller said no.

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

Loane noted that 45 sleeves of diapers (approximately 1,100 diapers) have been distributed, along with 16 cribs and 23 birthday bags.

Ann Stewart made motion to accept the monthly data reports for June 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-Absent

Ann Stewart-Yes

Motion passed.

D. Finance

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

Loane reported on the receipt of both Marietta and Belpre's allocations of funding, although Belpre will not be reflected until July report. RH27 purchases are currently on hold, as the auditor is closing out the rest of the RH26 funds. Loane stated that we should be able to open it back up for purchases after the resolutions from today's meeting are submitted to auditor. Loane presented our most recent service project items to the board; a crib, a birthday bag, and Project Dawn kits. She showed the board members what is in birthday bags and the contents of the Project Dawn kits. Loane pointed out that Washington County does not have a diaper bank, and there is great need to have one available locally. She also passed out Diaper Bank Donation and free services flyers, that department offers currently (diapers, birthday bags, car seats, cribs, bicycle helmets).

Laurie Gwinn made motion to approve the Revenue Comparison & Expense Report for June. 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-Absent

Ann Stewart-Yes

Motion passed.



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II. Governance

1. **Resolution 26-09:** Transfer Vital Stats funds from unappropriated to appropriated

Joel Whitaker made motion to approve Resolution 26-09. 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 – Absent	

Motion Passed.

2. **Resolution 26-10:** Resolution to transfer funds RH26

Ann Stewart made motion to approve Resolution 26-10. 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 – Absent	

Motion Passed.

3. **Resolution 26-11:** Resolution to appropriate funds RH27

Joel Whitaker made motion to approve Resolution 26-11. Laurie Gwinn 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 – Absent	

Motion Passed.

III. Action and Discussion Items

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



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3. Adjournment

Ann Stewart made motion to adjourn the meeting. Laurie Gwinn seconded the motion. Meeting was adjourned at 10:48 a.m.

Next meeting: Friday, August 21, 2026; 10:00 am, 715 Park Drive, Belpre, OH 45714

Board of Health President

August 21, 2026

Date

Board of Health Secretary

August 21, 2026

Date