



304 Putnam Street, Marietta, Ohio 45750

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

Michael Brockett, MD, Health Commissioner

AGENDA

Marietta/Belpre City Board of Health Meeting 304 Putnam St., Marietta, OH Friday, July 18, 2025; 10:00 am

- I. Call to Order and Recognition of Guests, Roll Call
 - A. Approval of June 20, 2025 Meeting Minutes **PG. 2-6**
 - B. Management Reports for June:
 - 1. Environmental Health Report: **PG. 7**
 - 2. Nursing Report: **PG. 8-9**
 - 3. Administrator Report: **PG. 10**
 - 4. Health Commissioners Report:
 - C. Monthly Data Reports for June:
 - 1. Vital Statistics Report **PG. 11-12**
 - 2. Regional Epidemiologist Report **PG. 13-15**
 - 3. Monthly Service Statistics Report **PG. 16-21**
- II. Finance
 - 1. Revenue Comparison & Expense Reports: June **PG. 22-23**
- III. Governance
 - 1. Barb Bradley Resignation **PG. 24**
 - 2. OABH Fall Membership meeting **PG. 25**
- IV. Action and Discussion Items
 - 1. Public Comments
 - 2. Board Member Comments and Miscellaneous Concerns
- V. Executive Session to discuss Personnel ???
- VI. Adjournment

Next meeting: Friday, August 15, 2025; 10:00 am; 715 Park Dr., Belpre, OH



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Meeting Minutes

Marietta/Belpre Board of Health Meeting
715 Park Dr., Belpre, OH
Friday, June 20, 2025; 10:00 AM

Board Member Roll Call:

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

Others Present:

Susan Abdella – Belpre Mayor	Josh Schlicher – Marietta Mayor
Barbara Bradley – Administrator	Kelly Miller – EH Director
Becky Jones –PH Nurse	Tom Webster - Belpre City Attorney
Kathy Davis – Washington Co. Soil & Water	

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

Mayor Abdella called the meeting order at 10:00 AM, a roll call was taken, a quorum was present, with Kathy Davis from Washington County Soil & Water Department as a guest.

A. Approval of May 16, 2025 Meeting Minutes

Ann Stewart made a motion to approve the May 2025 Board of Health Meeting Minutes as written, 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- Absent	Suzanne Baker -Yes	

Motion Passed.

B. Management Reports for May 2025:

- Health Commissioner Report:** Health Commissioner Michael Brockett was not present. Bradley stated that she met with him earlier in the week, he had nothing to report.
- Environmental Health Report:** See written report. Miller stated that Plumbing permits are slow right now. Miller reported that the new state software program for environmental was a nightmare. Departments across the state are having issues with it. She has a meeting scheduled Monday the

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23rd with ODH to try and figure it out. She also reported that Belpre facility information is not showing up anywhere. Miller stated that AOHC has sent the ODH Director a letter with the concerns for the software. This weekend is also the Multicultural festival and she is unable to print licenses at this time. Bradley supported the report on the software and stated that Miller has been spending a lot of time working on it. Abdella asked Miller to send copies of any new plumbing drawings for Belpre to her.

3. **Nursing Report:** See written report. Jones pointed out that the nurses were a few clients short for their grant goal but expect to pick them up because of facilities that have been added.
4. **Administrator Report:** See written report. Bradley reported:
 - Reminder to Mayor Abdella that Joel's Term was up at the end of May. I need something in writing that he was re-appointed. (Council minutes or Letter)
 - Accreditation letter from the Health Director at the State. (Included in the packet)
 - COVID Report from regional EPI (Included in the back of the Packet)
 - The Department is down to 2 grants. Workforce- ends December 2026 & Reproductive Health- just received in April – which renews yearly.
 - Sanitarian prospects slim. Letting Kelly handle this since she will be in charge and working with them to train on Environmental stuff.
 - Some training has started, I have included a list of meetings and Administrator Duties at the back of the packet, that I have given Kelly.
 - Kim Guckert is having a hip replacement July 7th and will be out 4-6 weeks. Possibly 8 weeks if there are problems.

Joel Whitaker made a motion to accept the written Management Reports for May as submitted. Suzanne Baker seconded the motion. There was no further discussion a roll call vote was taken.

Laurie Gwinn- Yes
Desiree Kerns- Absent

Joel Whitaker - Yes
Suzanne Baker- Yes

Ann Stewart - Yes

Motion Passed



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C. Monthly Data Reports for May 2025:

1. **Vital Statistics Report:** See written.
2. **Regional Epidemiologist Report:** See written. Bradley reported that she had received notification from the Regional EPI that the COVID Gene found in the wastewater from Marietta Treatment Plant was up 731% and that she had included the report in the Board packet.
3. **Monthly Service Statistics Report:** See written.

Suzanne Baker made a motion to accept the Monthly Data reports for May, Ann Stewart seconded the motion. After no further discussion a roll call vote was taken.

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

Motion Passed

II. Finance Reports for May:

1. **Revenue Comparison & Expense Reports for May 2025:** See written.

Suzanne Baker made a motion to accept the May Revenue Comparison & Expense Report, Ann Stewart seconded the motion. After no further discussion a roll call vote was taken.

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

Motion Passed

2. **Resolution 25-13:** Approve Transfer \$17,947.00 of funds from the Community Health Worker Grant Fund (287) to the Marietta/Belpre General Fund (216), to close out the CHW fund.

Joel Whitaker made a motion to approve Resolution 25-13 Approve Transfer \$17,947.00 of funds from the Community Health Worker Grant Fund (287) to the Marietta/Belpre General Fund (216), to close out the CHW fund, Ann Stewart seconded the motion. After no further discussion a roll call vote was taken.



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Laurie Gwinn- Yes
Desiree Kerns- Absent

Joel Whitaker - Yes
Suzanne Baker- Yes

Ann Stewart - Yes

Motion Passed

3. Pool & Spa fund: Bradley reported that she had directed the Auditor to move \$200 from the Pool Equipment line to the Pool Other line.

III. Governance:

1. Merger Report: No written report

2. Resignation – Becky Jones effective June 30th. Jones is willing to re-hire as PRN after the required time away. Bradley recommended that there may be a need for that with Guckert being out with the hip replacement and FLU season approaching.

Ann Stewart made a motion to accept the resignation with gratitude for all Jones has done over the years, Joel Whitaker seconded the motion. After no further discussion a roll call vote was taken.

Laurie Gwinn- Yes
Desiree Kerns- Absent

Joel Whitaker - Yes
Suzanne Baker- Yes

Ann Stewart - Yes

Motion Passed

IV. Action and Discussion Items:

a) Public Comments: Kathy Davis, Soil & Water presented the Board with a map with points marking the homes with Septic systems. She stated Rural Action approached her for a list of septic systems in Marietta. She said that her department has not determined if that list is public record or not. She said that both cities contract with Soil & Water to map and educate residents on septic systems. She said that Rural Action was applying for an EPA grant. She asked in the discussion "What can I give them?" Bradley stated that she felt the list was public record but her concern would be what was going to be done with the list. If Rural Action uses it to contact those residents it could cause major problems. The Board advised Davis to get Bradley the name of the person requesting the list and Bradley will reach out and see what they are looking for.

b) Board Member Comments and Miscellaneous: Miller presented the PHAB Accreditation plaque to the Board of Health. Miller took a picture of the Board with the Plaque. Abdella asked Bradley to send her the Board attendance list for 2025.



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V. Executive Session: Suzanne Baker made a motion to enter into executive session to discuss personnel, Ann Stewart seconded the motion. A roll call vote was taken.

Laurie Gwinn- Yes
Desiree Kerns- Absent

Joel Whitaker - Yes
Suzanne Baker- Yes

Ann Stewart - Yes

Motion Passed

The Board entered into executive session at 10:52 AM.

The Board entered back into regular session at 11:19 AM.

Suzanne Baker stated that she would ask Kelly Miller when she would be available for a meeting to discuss training and expectations. Baker is looking at June 23rd or 24th.

VI. Adjournment – Suzanne Baker made a motion to adjourn the meeting, Ann Stewart seconded the motion, Mayor Abdella adjourned the meeting 11:20 AM.

Next meeting: Friday, July 18, 2025, 304 Putnam St., Marietta, OH

Board of Health President

July 18, 2025

Date

Board of Health Secretary

July 18, 2025

Date



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Meeting: Board of Health Meeting

Date/Time: July 18, 2025, 10:00 AM

Location: 304 Putnam Street, 2nd Floor Conference Room

	Name	Title	Section or Agency
1	Barbara Bradley	Adm	Adm
2	Ann M. Ward	board	
3	Kelly Miller	EH. Dir	EH
4	Joel Y. Whitaker	board	
5	Douglas Bates	Board	Adm.
6	JOHN SCHLESCHER	CO PRES	CITY OF MTA
7	Susan M. Sells	Mayor / Co Pres	City of Belpre
8	Mike Bracken	Met dir	Marietta
9	Laurie A. Gwinn	Board	
10	Tom Webster	Gen Director	Belpre
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