

**Portage County Combined General Health District  
Board Meeting Minutes  
November 18, 2025  
6:00 PM**



**I. CALL THE MEETING TO ORDER**

The Portage County Combined General Health District Board of Health met on Tuesday, November 18, 2025, at 999 East Main Street, Ravenna, OH, 44266. The meeting was called to order at 6:01 PM by Board President Ribelin.

**Board Members in Attendance:**

Lucy Ribelin, President  
Linda Grimm, Member  
Diana Clarke, Member  
Dr. Philip Keyser, Member  
Amy Everett, Member

**Board Members Not in Attendance:**

James Bierlair, Vice President  
Chad Delaney, Member  
Brock Kertoy, Member

**Staff in Attendance:**

Becky Lehman, Health Commissioner  
Sarah Meduri, Director Personnel and  
Administrative Services  
Branden Burns, Director of Finance  
Amy Cooper, Director of Community Health  
Rebecca Barreca, Director of Nursing  
Programs  
Justin Rechichar, Director of Environmental  
Health  
William Duck, Environmental Health  
Supervisor  
Natalie Menke, Environmental Health  
Supervisor

**District Advisory Council:**

Bruce Lange, Chair for Charlestown Twp.

**Others:**

None

**Media Present:**

None

**II. APPROVAL OF MINUTES:**

A. Board of Health Meeting: On November 18, 2025, Board Member Dr. Keyser presented a motion to accept the Board Meetings Minutes for October 21, 2025, seconded by Board Member Clarke.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

**III. PORTEAGE COUNTY TOWNSHIP ASSOCIATION: (District Advisory Council)**

Mr. Lange stated that the Portage County Township Association held its November meeting on the 15th at Parkside in Brady Lake, with strong attendance and a smooth agenda. The Portage County Health Commissioner, Ms. Becky Lehman, was also present at the meeting.

Mr. Lange reported that the Portage County Township Association held its November meeting on November 15 at Parkside in Brady Lake, noting strong attendance and a smooth agenda. Key updates included the appointment of Scott Swan, Franklin Township trustee, to replace Ted St. John on the One Ohio Recovery Foundation board following St. John's move to the state board. Newly elected trustees were introduced ahead of their January start date.

The meeting featured several speakers: A gentleman named Colton, delivered an award-winning speech on the Wreaths Across America program honoring military service; John Burton, who shared his experience of homelessness and recovery through Shepherd's House; and Ann Marie Noble, who spoke about Shepherd's House services.

Leadership elections confirmed Bruce Lange as president for the next two years and Vince Coia as vice president. Upcoming events include the Ohio Township Winter Conference (February 4–6) and the review and approval of the 2026 meeting schedule. Positive engagement was noted, with more townships becoming actively involved.

**IV. PUBLIC COMMENT: N/A**

**V. ACTION ITEMS:**

**B. Expenditure Ratifications \$73,988.40**

Invoice Batch No. 6842 \$ 10,984.51

Invoice Batch No. 6898 \$ 3,727.25

Invoice Batch No. 7021	\$ 998.86
Invoice Batch No. 7026	\$ 1,821.88
Invoice Batch No. 7050	\$ 34,851.68
Invoice Batch No. 7105	\$ 9,150.81
Invoice Batch No. 7166	\$ 3,239.65
Invoice Batch No. 7180	\$ 5,044.26
Invoice Batch No. 7221	\$ 4,169.50

Mr. Burns requested approval from the board to ratify the payments from this past month's expenses.

Board Member Grimm presented a motion to accept the above expenditures and ratify these expenses, seconded by Board Member Dr. Keyser.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

#### C. Travel Expenditures

Mr. Burns requested approval of the travel expenditures presented to the Board. He explained that there was quite a bit of travel for training and conferences.

A motion was presented by Board Member Grimm to approve said travel expenditures, seconded by Board Member Everett.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

#### D. Equipment Expenditures

Mr. Burns requested Board approval for the purchase of a 2025 Ford Maverick to replace the existing 2017 Ford Escape. The Escape has a transmission repair estimate of \$6,200, making replacement more cost-effective. The Maverick, a hybrid model, is expected to reduce fuel expenses and offers a small pickup design with four doors and a 4-foot bed.

The trade-in value for the Escape is \$3,000, and the cost allocation for this purchase will be distributed as follows: 5% General Fund (GF), 75% Solid Waste (SW), and 25% Water/Wastewater (WW).

A motion was presented by Board Member Clarke to approve said equipment expenditures, seconded by Board Member Dr. Keyser.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

**E. Resolution #25-80** Amendment to the 2025 Portage County Combined General Health District Annual Appropriations Previously and to be Certified.

Mr. Burns explained that the resolution is a budget amendment aimed at ensuring adequate funding for expenses and reallocating line-item funds. He proposed making an additional mortgage payment due to available budget flexibility, noting a loan expense code (8900). In response to a question from Board Member Everett, Mr. Burns stated the mortgage balance is approximately \$256,000. Ms. Lehman added that Boak and Sons inspected the roof, confirming it should remain in good condition for at least two more years before replacement is needed.

A motion was presented by Board Member Dr. Keyser to Approve Resolution #25-80, seconded by Board Member Dr. Keyser.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

**F. Resolution #25-81** A Journal Entry / Expense Correction for Portage County Combined General Health District Annual Appropriations for Revenue Previously Certified.

Mr. Burns explained that this resolution addresses adjustments within the PRC program for the 2025–2026 period. The changes include transitioning from programs not assigned under a project code to assigning new project codes, correcting expenses related to tobacco residuals, and incorporating additional funding for the Injury and Harm Reduction initiative through a vending machine grant. These updates ensure accurate financial reporting and proper allocation of resources for ongoing public health programs.

A motion was presented by Board Member Grimm to Adopt and Approve Resolution #25-81, seconded by Board Member Dr. Keyser.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

**G. Resolution #25-82 Approve Legal Levels of Appropriation Authority for the Portage County Combined General Health District 2026 Budget**

Mr. Burns presented the 2026 budget that the Board reviewed in March and approved of the budget, which allocates \$5.4 million for the upcoming fiscal year. Actual expenditures are projected to range between \$5.6 million and \$6 million, reflecting anticipated operational needs. To accommodate these adjustments, a reallocation of funds will occur in January, ensuring that resources are properly aligned with program priorities and financial obligations for the following year.

A motion was presented by Board Member Everett to Approve Resolution #25-82, seconded by Board Member Clarke.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

**H. Resolution #25-83 The Portage County Board of Health Acceptance to Allow Rebecca Lehman to Sign the Resolution of Acceptance of Increase of Salary Wages of 2.80 Percent**

The Board considered and approved a resolution authorizing a cost-of-living adjustment (COLA) of 2.8%, resulting in a corresponding 2.8% increase in salary wages for eligible employees. This adjustment aligns with current economic indicators and ensures competitive compensation within the health district.

A motion was presented by Board Member Everett to Approve Resolution #25-83, seconded by Board Member Clarke.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
----------------------	-----	--------------------	-----

Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

**I. Resolution #25-84** The Portage County Board of Health Acceptance to Allow Rebecca Lehman to Sign Lease Agreement Addendum Between Portage County Health District and the Columbiana Port Authority for the Columbiana County WIC Building.

Ms. Cooper presented an addendum to the current lease agreement to secure additional parking at the WIC Lisbon location. The parking area is shared, and clients currently park in various locations. The Columbiana Port Authority assumes no responsibility for the lot, and any liability remains with the driver. During discussion, Board Member Mrs. Grimm suggested adding signage to indicate "Park at Your Own Risk." Ms. Cooper agreed to inquire about the feasibility of implementing such signage.

A motion was presented by Board Member Dr. Keyser to Approve Resolution #25-84, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

**J. Resolution #25-86** A Resolution Declaring a Public Health Nuisance, located at 10338 Bancroft Road, Nelson Township, and Ordering Abatement of that Nuisance, and Approving the Civil Prosecution for Violation(S) of Ohio Revised Code (ORC) Chapter 3718 and Ohio Administrative Code (OAC) Chapter 3701-29 Regulating Sewage Treatment Systems.

Mr. Duck presented a case involving a property at 10338 Bancroft Road, Nelson Township, which was declared a public health nuisance due to noncompliance with sewage treatment system regulations under Ohio Revised Code Chapter 3718 and Ohio Administrative Code Chapter 3701-29. After three extensions, the property remains unresolved, and the Board authorized abatement and civil prosecution to enforce compliance.

A motion was presented by Board Member Dr. Keyser to Approve Resolution #25-86, seconded by Board Member Clarke.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
----------------------	-----	--------------------	-----

Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

**K. Resolution #25-87** The Portage County Combined General Health District Acceptance to Enter into Contract with the Kent City Health Department to Perform Professional Services and Permit Health Commissioner, Rebecca Lehman, to Sign the Contract Pending Completion.

Mr. Rechichar presented a resolution to renew the contract with the Kent City Health Department for professional services, authorizing the Health Commissioner, Rebecca Lehman, to sign the agreement upon completion. The contract remains unchanged and will run through 2030. In response to a question from Board Member Everett, it was noted that the agreement may be reviewed after five years to reevaluate fees, with billing based on current PCHD rates and hourly charges.

A motion was presented by Board Member Grimm to Approve Resolution #25-87, seconded by Board Member Dr. Keyser.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

**VI. DISCUSSIONS:**

**Administration:**

Ms. Meduri shared key updates from her Administration report. Kent State University recently hosted an online KSU Ambassador Series featuring an excellent presentation by Ms. Lehman. The Community Health Assessment, now available on the Health District website, includes valuable data and a summary of key findings prepared by Ms. Card. Data visualization highlights significant issues, such as 14.1% of households in Portage County experiencing food insecurity, reinforcing the need for initiatives like pop-up pantries.

Ms. Meduri also participated in a panel discussion with the Akron-Canton Regional Food Bank at Kent State University on food insecurity in Portage County. The discussion was timely given the government shutdown and SNAP benefit challenges. The Health District collaborated closely with Job and Family Services (JFS) through weekly meetings with community partners to identify additional resources, obtained SNAP data for integration into the food resource dashboard, and developed mapping tools to identify high-need areas and inform local pantries for proactive response. The dashboard also accounts for SNAP benefit distribution patterns throughout the month to anticipate demand. Additional details and layered data are available on the Health

District website. Health educators provided weekly on-site support at JFS to assist community members.

To address food insecurity, PCHD partnered with the Portage County District Library to host additional pop-up pantries in Garrettsville and Randolph, serving over 150 families at the Garrettsville event, with Randolph numbers pending. On November 6, the Health District hosted a large-scale pop-up pantry planned for 400 families, ultimately serving 407 families in 1 hour and 42 minutes, though more than 100 families were turned away due to limited food supply. The event required increased staffing and volunteers, including Kent State University Mobile Flashes and MRC, to manage traffic and logistics. Dr. Amy Acton arrived with her team, but she was the only one who volunteered and assisted with food distribution.

- The PBS feature was filmed in September at our market-style pantry and aired in November. It included interviews with Ms. Lehman, Ms. Meduri, and Todd from the Akron Canton Regional Foodbank. Finally, Ms. Meduri reported on current job postings, due to the government shutdown PCHD temporarily paused hiring. Ms. Meduri and EH leadership will reassess once the government reopens.

#### **Finance:**

Mr. Burns shared the highlights of the Finance division's cash basis report with the board. At the end of October, the Health District's balance was **\$3,906,058.55**, an increase from **\$3.2 million** at the start of 2025. Financial performance remains strong and has exceeded expectations throughout the year. However, anticipated losses are expected in November and December due to reduced revenue while expenses remain consistent. Strategic purchases, including vehicles and copiers, were made to save money and avoid leasing costs.

The division continues to focus on long-term financial stability and preparedness for potential challenges projected in 2027.

<b>General Fund Unassigned</b>	<b>\$1,996,252.48</b>
<b>General Fund Assigned</b>	<b>\$1,072,487.97</b>
<b>General Fund Advances Out</b>	<b>\$270,000.00</b>
<b>Total General Fund</b>	<b>\$3,338,740.45</b>
<b>Special Revenue Funds</b>	<b>\$837,318.10</b>
<b>General Fund Advances In</b>	<b>-\$270,000.00</b>
<b>Total Special Revenue Funds</b>	<b>\$567,318.10</b>
<b>Total Funds</b>	<b>\$3,906,058.55</b>
<b>Net Change In Funds</b>	<b>(\$135,058.14)</b>

#### **Environmental Health:**

Mr. Rechichar, Mr. Duck, and Ms. Menke presented updates from the Environmental Health division. The board report format has been expanded to show activity frequency, and plans are in

place to use Clear Impact tools for forecasting next year. Mr. Rechichar spoke at OEHA conferences and provided testimony on REHS credentialing, addressing concerns about course approvals and licensing requirements for job candidates. He also advocated for broader recognition of science courses, such as nutrition and dietetics, within environmental studies.

The team discussed concerns about intoxicating hemp products marketed to children, potential health risks, and related legislative actions. They also reported an increase in housing complaints, which required multiple administrative search warrants.

Work is underway on GIS-based food map development, and an interactive dashboard to display violations and reports is planned for launch next year.

Recruitment efforts have seen a significant increase in REHS / EHSIT applications, with 40–50 applicants compared to the usual 3–4, indicating strong interest in open positions.

The wastewater program reported a highly successful contractor meeting, with 72 registered and 64 attendees. The event was praised for professionalism and quality. Mr. Rechichar and Mr. Duck recognized Ms. Kim Plough for her strong contributions to the conference. Contractors from other counties expressed preference for Portage County's program. Staff also attended a national wastewater conference, and internal transitions were noted, including Ms. Leah Luli moving to the food program.

A Certified Pool Operator class is scheduled for December 8<sup>th</sup> – 9<sup>th</sup>, and registration is currently open.

Board President Ms. Ribelin expressed appreciation for the department's efforts to improve its reputation within the county. Leadership acknowledged past challenges and emphasized rebuilding trust and relationships. Staff highlighted success in repairing relationships with contractors, resulting in increased business opportunities and better options for residents.

### **Community Health:**

Ms. Cooper, Director of Community Health and Ms. Barreca, Director of Nursing Programs shared their highlights with the board. Community Health and Nursing Program updates show that the division reported significant activity in October, including the completion of 18 flu clinics, compared to the usual 4–5, which substantially increased vaccination rates. COVID-19 vaccine distribution was delayed pending updated standing orders and guidance from the CDC and state agencies. Staff are working closely with local nursing directors and organizations to secure vaccines and reach homebound residents. Homebound outreach efforts continue in collaboration with religious and community groups, with two individuals currently identified, down from nine last year.

Grant and quality improvement initiatives remain active, with ongoing work on the Get Vaccinated 2026 grant, focusing on best practices and planning additional clinics during low-demand months (January–June). Disease monitoring includes management of two tuberculosis cases, one contagious and one non-contagious—with daily direct observation therapy, as well as

monitoring outbreaks in elementary schools and a COVID-19 outbreak in a long-term care facility.

Upcoming events include the Child Fatality Review, Long-Term Care Coalition meeting on December 2nd, and the next Board meeting on December 9th. Partnerships with NEOMED continue to be highly valued, with fourth-year medical and nursing students completing rotations. COVID-19 vaccine eligibility has expanded to children six months and older with qualifying conditions and all individuals aged 65 and older without conditions; no prescription is required, and consultations are available through Health District nurses.

Vaccination rates remain lower than pre-COVID levels, with current coverage at approximately 85–86%, compared to the goal of 90–95%. Strategies are being developed to increase flu vaccination uptake.

#### **Health Commissioner:**

Ms. Lehman, Health Commissioner, provided updates to the board on building improvements and key initiatives.

#### **Community Health Assessment & Improvement Plan:**

The assessment has been finalized and published online. It identifies three priority areas:

- Chronic Disease: Cancer mortality, cardiovascular health, nutrition, and physical activity.
- Mental Health & Substance Misuse: Youth depression and suicide, adult depression and anxiety, binge drinking, and substance misuse.
- Population Health & Safety: Food insecurity, unintentional injuries, communicable diseases, and maternal/infant health.

Community partners will meet soon to develop actionable strategies.

#### **Safety Enhancements:**

Recent upgrades include self-closing doors and peepholes in environmental health and administrative areas. Safety training was conducted in October, covering fire drills, active shooter protocols, and panic button reminders.

#### **TB Control Update:**

Two active tuberculosis cases prompted discussions with county commissioners. Commissioners confirmed their role as payers of last resort for uninsured TB patients. While no formal agreement exists, the health district is now recognized as the county's TB control unit.

#### **VII. OLD BUSINESS:**

- **Resolution #25-64** Establishing Fees for Household Sewage Treatment Operation Permit, Maintenance Permit, Site Re-evaluation, and Layout and Design Plan Change Review; and Revising Fees for Site Evaluation and Home Sale Sewage Treatment System Inspections. Fees to Be Effective on January 1, 2026 – 3<sup>rd</sup> Final Reading

A motion was presented by Board Member Everett to Approve Resolution #25-64, seconded by Board Member Dr. Keyser.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

- **Resolution #25-65** Revising the Private Water System Fees to Comply with Ohio Revised Code Chapter 3701 and Ohio Administrative Code Chapters 3701-28. Fees to Be Effective January 1, 2026 – 3<sup>rd</sup> Final Reading

A motion was presented by Board Member Grimm to Approve Resolution #25-65, seconded by Board Member Clarke.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

- **Resolution #25-66** Revising the Food Service Operation and Retail Food Establishment Fees to Comply with Ohio Revised Code Chapter 3717 and Ohio Administrative Code Chapters 3701-21 and 901:3-4. Fees To Be Effective December 1, 2025 – 3<sup>rd</sup> Final Reading

A motion was presented by Board Member Dr. Keyser to Approve Resolution #25-66, seconded by Board Member Grimm.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

- **Resolution #25-67** Revising the Public Swimming Pool and Spa Fees to Comply with Ohio Revised Code 3749 and Ohio Administrative Code Chapter 3701-31. Fees To Be Effective January 1, 2026 – 3<sup>rd</sup> Final Reading

A motion was presented by Board Member Grimm to Approve Resolution #25-67, seconded by Board Member Clarke.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

- **Resolution #25-68** Revising the Recreational Vehicle Parks, Recreation Camps, Combined and Temporary Park-Camp Fees to Comply with Ohio Revised Code 3729 and Ohio Administrative Code Chapter 3701-26. Fees To Be Effective January 1, 2026 – 3<sup>rd</sup> Final Reading

A motion was presented by Board Member Clarke to Approve Resolution #25-68, seconded by Board Member Keyser.

A vote on the motion is as follows:

Board Member Ribelin	Yes	Board Member Grimm	Yes
Board Member Bierlair	Absent	Board Member Kertoy	Absent
Board Member Delaney	Absent	Board Member Clarke	Yes
Board Member Everett	Yes	Board Member Dr. Keyser	Yes

### VIII. NEW BUSINESS:

- **Quality Improvement Plan:** Annual update approved; revision adds 2025 projects per PHAB requirements (two QI projects per year).  
An “aye” vote was cast by all; a motion was carried. .
- **Memorandum of Understanding:** Board approved signing with Kent State College of Public Health to join academic health department consortium.

The Board approved signing a Memorandum of Understanding with Kent State College of Public Health to join the academic health department consortium. This agreement formalizes collaboration between the Health District and academic partners, supporting shared initiatives in research, education, and workforce development. The memorandum requires the Board President’s signature to finalize participation.

An “aye” vote was cast by all; a motion was carried.

- **Meeting Schedule:** Reviewed; March meeting may lack complete financial reports due to timing of tax revenue. Decision to keep schedule tentative.

An “aye” vote was cast by all; a motion was carried.

## **IX. BOARD ISSUES AND DISCUSSION: N/A**

## **X. ADJOURNMENT TO END OPEN MEETING TO ENTER EXECUTIVE SESSION:**

A motion was moved to adjourn the open session and enter into executive session by Board Member Clarke at 7:13 PM and seconded by Board Member Dr. Keyser.

An “aye” vote was cast by all; a motion was carried.

## **XI. EXECUTIVE SESSION:**

Pursuant to Ohio Revised Code 121.22(G)(1), to consider the promotion, compensation, and transition of a public employee.

- Personnel matters to consider transition of public employees.

A motion was moved to adjourn the executive session and re-enter into the open session by Board Member Clarke at 7:37 PM and seconded by Board Member Dr. Keyser.

An “aye” vote was cast by all; a motion was carried.

## **XII. RETURN TO OPEN SESSION:**

The Board of Health approved the reclassification of the Director of Finance position from classified service to unclassified service pursuant to ORC 124.11(A), and require that the employee serving in this position execute the *Ethics and Political Activity Agreement for Unclassified Employees* as a condition of employment.

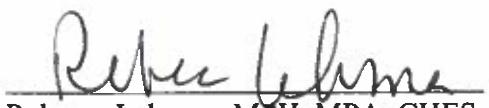
A motion was moved to adjourn the open session and re-enter into the open session by Board Member Clarke at 7:37 PM and seconded by Board Member Dr. Keyser.

An “aye” vote was cast by all; a motion was carried.

## **XIII. ADJOURNMENT:**

A motion was moved to adjourn the meeting by Board Member Grimm at 7:37 PM and seconded by Board Member Clarke.

An “aye” vote was cast by all; a motion was carried.



Rebecca Lehman, MPH, MPA, CHES  
Health Commissioner