

Portage County Combined General Health District

Board Meeting Revised Agenda:

February 17, 2026

6:00 PM



- I. **CALL THE MEETING TO ORDER**
- II. **Board of Health Education (.50) CEUs - Community Health, Complex Medical Help (CMH) Program,**
Presented by Ms. Kirsten Orr, Public Health Nurse.
- III. **APPROVAL OF MINUTES:**
 - A. Board of Health Meeting – January 20, 2026
- IV. **PORTAGE COUNTY TOWNSHIP ASSOCIATION: (District Advisory Council)**
- V. **PUBLIC COMMENT:**
- VI. **ACTION ITEMS:**
 - B. **Expenditure Ratifications: \$51,190.89**

Invoice Batch No. 8073	\$ 4,132.84
Invoice Batch No. 8113	\$ 1,817.00
Invoice Batch No. 8170	\$ 4,037.46
Invoice Batch No. 8219	\$ 4,557.76
Invoice Batch No. 8256	\$ 9,587.08
Invoice Batch No. 8301	\$ 12,381.75
Invoice Batch No. 8412	\$ 10,013.20
Invoice Batch No. 8429	\$ 4,663.80
 - C. **Travel Requests**
 - D. **Resolution #26-04** Amendment to the 2026 Portage County Combined General Health District's Annual Appropriations Previously and to be Certified.
 - E. **Resolution #26-05** A Journal Entry Reversal / Expense Correction for Portage County Combined General Health District.
 - F. **Resolution #26-06** Portage County Board of Health to Establish & Adopt Training & Certification Fees for to the Families & Friends of HeartSaver & the BLS Programs.
 - G. **Resolution #26-07** Portage County Board of Health to Allow the Health Commissioner to Adjust Training & Certification Fees to Offset the Fluctuation of Administrative & Processing Costs for the Families & Friends of HeartSaver & the BLS Programs.
 - H. **Resolution #26-08** The Portage County Board of Health Acceptance of the Agreement for

Income Qualification Assistance Between the Portage County Combined General Health District and Neighborhood Development Services, Inc. (NDS) for 2025 through 2030.

I. Variance #26-09 Portage County Board of Health for the Household Sewage Treatment System (HSTS) Variance Request for OAC 3701-29-03(C)(5) Continuing Education Requirement for the septic contractor, 5C Excavating & Septic, LLC.

J. Variance #26-10 Portage County Board of Health for the Household Sewage Treatment System (HSTS) Variance Request to Administrative Code (OAC) 3701-29-06(F). Located at 3680 Centennial Trail, Shalersville Twp.

VII. DISCUSSION REPORTS:

- Administration
- Finance
- Environmental Health
- Community Health
- Health Commissioner

VIII. OLD BUSINESS: None

IX. NEW BUSINESS:

- a. Accept the Retirement of Vicki Caddell, WIC Clinic Assistant. Effective April 30, 2026.
- b. Permission to Accept the Hiring of Dominic DuPonty, EHSIT.
- c. Permission to Post, Advertise, and Hire One Full Time Diet Technician at the WIC location in Columbiana County at a Salary Range Consistent with the Current Health Professional 1 (Nutritionist) Classification.

The revised salary ranges schedule will be presented to the Board for approval next month.

- d. **Resolution #26-11** Portage County Board of Health to Adopt a Sick Leave Donation Policy
- e. **Resolution #26-12** Portage County Board of Health to Allow Health Commissioner to Post, Advertise & Hire Approved Positions.

X. BOARD ISSUES AND DISCUSSION: N/A

XI. ADJOURNMENT TO END OPEN MEETING TO ENTER EXECUTIVE SESSION:

XII. EXECUTIVE SESSION: Portage County Board of Health enter into executive session pursuant to Ohio Revised Code Section 121.22(G)(1) and (G) (5).

- a. To consider the employment, dismissal or discipline, of a public employee.

XIII. RETURN TO OPEN SESSION:

XIV. ADJOURNMENT: