



**Public Health**  
Prevent. Promote. Protect.

# Board of Health Sidney-Shelby County

Pamela R. Riggs, MPH  
Health Commissioner

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202 W. Poplar Street, Sidney, OH 45365

## BOARD OF HEALTH MEETING

January 18, 2023

7:00 PM

**Reminder In-person location:** All Board Members and Concerned Citizens of Shelby County  
City Administration Building, 201 W. Poplar St., Sidney, Ohio 45365  
**Please use the Corner Entrance door for this meeting**

**PUBLIC PARTICIPATION** (Public request submitted to speak to BOH to be received no later than 01.13.2023 by 12N)  
Reference: 2022 Public Participation Policy

### BOH AGENDA

- |   |                        |                               |
|---|------------------------|-------------------------------|
| <b>1. CALL TO ORDER / ROLL CALL:</b>                                      | <b>TIME:</b> _____     | <b>PM</b>                     |
| Aaron M. Sargeant, DVM, PhD (AS) _____                                    | Bill Ankney (BA) _____ |                               |
| Ted Holthaus, MBA, PAS (TH) _____   | Luke Snider (LS)       |                               |
| Matthew S. Vasko, MD (MV) _____   |                        |                               |
| <b>2. REVIEW AND APPROVE (01.13.2023) AGENDA</b>                          | Any Changes            | YES NO                        |
| 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____                               | Motion Passed          | YES NO                        |
| <i>Questions or Comments</i>  |                        |                               |
| <b>IV. APPROVE BOH (12.21.2022) MEETING MINUTES:</b>                      | Any Changes            | YES NO                        |
| 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____                               | Motion Passed          | YES NO                        |
| <b>V. FINANCIAL REPORTS:</b>  |                        |                               |
| <b>A. Resolution 23-1 "Then and Now" Certificate</b>                      | Total equals           | <b><u>\$ 12,531.68</u></b>    |
| Pursuant to ORC 5705.41(D) provides for exceptions                        | Resolution Passed      | YES NO                        |
| <i>Vital Statistics Expenses Certificate Opened 01.05.2023</i>            |                        |                               |
| <i>Motion to Accept and Approve Resolution as Provided:</i>               |                        |                               |
| 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____                               |                        |                               |
| <b>B. December 2022 Pay-In Totals</b>                                     | Total equals           | <b><u>\$138,892.40</u></b>    |
| <i>Motion to Accept and Approve Fund Report as Provided:</i>              | Motion Passed          | YES NO                        |
| 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____                               |                        |                               |
| <b>C. October, November, December 2022 Pay-In Totals</b>                  | Total equals           | <b><u>\$705,425.84</u></b>    |
| <i>Motion to Accept and Approve Fund Report as Provided:</i>              | Motion Passed          | YES NO                        |
| 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____                               |                        |                               |
| <b>D. 2022 Actual YTD Revenue (12.31.2022) After Advances (Column-B)</b>  | Total equals           | <b><u>\$ 2,479,684.09</u></b> |
| <i>Motion to Accept and Approve Fund Report as Provided:</i>              | Motion Passed          | YES NO                        |
| 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____                               |                        |                               |
| <b>E. 2022 Actual YTD Expenses (12.31.2022) After Advances (Column-I)</b> | Total equals           | <b><u>\$ 2,559,928.67</u></b> |
| <i>Motion to Accept and Approve Fund Report as Provided:</i>              | Motion Passed          | YES NO                        |
| 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____                               |                        |                               |
| <b>F. Vouchers Paid (December 14, 2022 To January 10, 2023)</b>           | Total equals           | <b><u>\$ 52,255.36</u></b>    |
| <i>Motion to Accept and Approve Payment(s) as Provided:</i>               | Motion Passed          | YES NO                        |
| 1 <sup>st</sup> _____ 2 <sup>nd</sup> _____                               |                        |                               |
| <b>G. FYI - 2023 REVISED BOH BUDGET (Approved 12.21.2022)</b>             | Total Revenue equals   | <b><u>\$ 1,918,530.20</u></b> |
| <i>(Prepared 01.04.2023)</i>  | Total Expenses equals  | <b><u>\$ 1,856,100.00</u></b> |

**VI. ENVIRONMENTAL HEALTH REPORT**

**KENT TOPP – EH DIRECTOR**

- A. **FYI - Notice of Condemnation** – 332 N. West Ave., Sidney, OH – Dated 12.22.2022
- B. **FYI – Order to Remain Vacant** – 625 Second Ave., Sidney, OH – Dated 12.30.2022
- C. **FYI – Notice of Administrative Hearing** – 2325 Collins Dr., Sidney, OH – Dated 01.06.2023
- D. **FYI – Placement on EPA Director’s Approved Lists (Solid & Infectious Waste Programs)** – Dated 01.06.2023

**VII. PUBLIC HEALTH NURSING REPORT– ERICA LENTZ - DEPUTY HEALTH COMMISSIONER/DIRECTOR OF NURSING**

- A. Nursing Division Report (*January 2023*)
- B. Infectious Disease Report (*December 2022*)
- C. Influenza Season (*Montgomery County and West Central Ohio*) Report
- D. Reportable Conditions (*Confirmed Cases*) – Years 2015 - 2022

**VIII.HUMAN RESOURCES UPDATE – TIA TONER – HUMAN RESOURCES MANAGER**

**IX. MONTHLY UPDATE(S) - HEALTH COMMISSIONER UPDATES – PAMELA RIGGS**

- A. Review of Weekly Updates
- B. Annual Report in the Works
- C. Executive Session Information – If needed (*Page 3*)

**XII. ADJOURNMENT:**

Motion to Adjourn (*January 18, 2023*) Meeting  
1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

TIME: \_\_\_\_\_ PM  
Motion Passed YES NO

**REMINDER:** Next Board of Health Meeting – February 15, 2023 at 7:00 p.m.  
LOCATION: Sidney City Building  
201 W. Poplar St.  
Sidney, Ohio 45365

**REMINDER:** Strategic Board of Health Planning Session – February 11, 2023 12.00 N – 4:00 PM

**REMINDER:** Board of Health Training – 2.0 Continuing Education Credits required annually (*December 31, 2022*)  
*If you have any credits from 2021 and/or 2022 – Please Turn In*  
*Time to start collecting credits for 2023*



**EXECUTIVE SESSION – IF NEEDED**

**EXECUTIVE SESSION:** <https://codes.ohio.gov/ohio-administrative-code/rule-3358:17-1-04.2>

**Reminder:** There are six (6) valid reasons for holding an executive session. The vote to go into executive sessions must be a roll call vote and the vote coming out must also be a roll call vote. (ORC Section 121.22 Public Meetings) – See page 3 - \*Provide Names of additional persons that may be asked to participate in Executive Session\*

**To Enter Into Executive Session**

The appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing;

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

TIME: \_\_\_\_\_ PM

Motion Passed YES NO

NAME	AYE	NAY
Aaron Sargeant - President		
Ted Holthaus – Vice President		
Bill Ankney		
Luke Snider		
Matthew S. Vasko, MD		

**To Enter Into Regular Session (Leave Executive Session):**

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

TIME: \_\_\_\_\_ PM

Motion Passed YES NO

NAME	AYE	NAY
Aaron Sargeant - President		
Ted Holthaus – Vice President		
Bill Ankney		
Luke Snider		
Matthew S. Vasko, MD		