



Clermont County Public Health

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Clermont County General Health District Board of Health Meeting

The Clermont County Board of Health held its monthly meeting on November 12, 2025. President Dennis Brown called the meeting to order at 3:30 p.m. Mr. Brown led the Board Members and guests in the Pledge of Allegiance.

Call to Order: Dennis Brown, present Dr. Joseph Khan, arrived late
Dr. Janet Rickabaugh, absent Trevor Seal, present
Steve Meadors, present

Others present included Dr. James Kaya, Medical Director; Julianne Nesbit, Health Commissioner; Tim Kelly, Assistant Health Commissioner of Environmental Health Services; Maalini Vijayan, Assistant Health Commissioner of Community Health Services; Tyler Braasch, Director of Water and Waste; Brian M. Williamson, Director of Environmental Health; Dr. Tara Jimison, Director of Nursing; Katrina Stapleton, Fiscal Officer; Jessica Johnson, Administrative Assistant; Krista Rose, Communications Coordinator; Christopher Boss, Registered Environmental Health Specialist; and others listed on Attachment #1.

CONSENT AGENDA:

A consent agenda was prepared for the Board. No members requested further discussion of items on the consent agenda. Ms. Nesbit recommended approval of the following items:

- 1. Approval of Board of Health Meeting Minutes – October 8, 2025** - Recommendation to approve the minutes from the October 8, 2025, Board of Health Meeting.
- 2. Approval of Satisfaction of Mortgage Relative to the Septic System Rehabilitation Financing Program** - Recommendation to execute Satisfaction of Mortgage, certifying that the terms of the mortgage and promissory note it secured have been satisfied, and authorizing the Recorder to release the mortgage of record as it relates to the Septic System Rehabilitation Financing Program.
 - a. Elizabeth L. Gray & Edna L. Gray – 6370 Belfast Rd., Goshen, OH 45122 (Attachment #2)
 - b. Gerald O. Scott & Juanita K. Scott, FKA Juanita K. Crosswell – 2881 Wilson Rd., Bethel, OH 45106 (Attachment #3)
 - c. Stephanie A. Wall – 2366 St. Rt. 131, Goshen, OH 45122 (Attachment #4)
- 3. Accept Resignation of Nathan Green, Registered Environmental Health Specialist-in-Training** – Recommendation to accept the resignation of Nathan Green, Registered Environmental Health Specialist-in-Training, effective October 17, 2025.
- 4. Approval to Appoint Joshua Proffitt as a Water Quality Technician I** – Recommendation to appoint Joshua Proffitt as a Water Quality Technician I, contingent upon meeting all pre-employment requirements at the salary indicated on the attached salary sheet. (Attachment #5)

Mr. Meadors made a motion to approve consent agenda items #1 through #4. Mr. Seal seconded the motion. The vote was all ayes; motion carried.

NON-CONSENT AGENDA:

Variations:

Connect a New Home to an Existing Household Sewage Treatment System at 4991 SR 743, Washington Township, (25-V-25) – This variance was tabled at the September 10, 2025, and the October 8, 2025 Board of Health meetings. Tyler Braasch, Director of Water and Waste, stated the property owner, Hubert Milton, Jr., is requesting a variance to connect a new home to an existing household sewage treatment system at 4991 SR 743, Washington Township, (25-V-25). The system is a leach field system, which has been vacant from 2011 to the present. The current lot has a garage building present. The new home is a three-bedroom home. The existing septic system is undersized and does not meet current standards. Staff recommended disapproval.

Mr. Braasch reminded the Board that the inspectors had not located any leach lines, and a neighbor reported that sewage had previously been pooling at the back of the property, though this was unverified. The homeowner has already tied the plumbing into the septic system.

Mr. Braasch further stated that at the last meeting, it was discussed whether the variance could be granted if Mr. Milton signed an agreement to move the mobile home in the event the system failed. Mr. Braasch indicated he had spoken with the Prosecutor regarding a potential signed agreement, and the Prosecutor strongly discouraged executing an agreement in this situation due to the potential need for any legal action in civil court arising from a breach of contract.

Mr. Braasch also expressed concerns regarding the possibility of the property being sold in the future and the enforceability of any agreement at that time.

The property owner, Mr. Milton, was present and reiterated that he had no issues with moving the mobile home if the system should fail, and stated there has been no history of complaints.

Mr. Braasch asked Mr. Milton if he had any evidence regarding the existence of or size of a leach field or leach lines. Mr. Milton stated that without physically digging to find the lines, he had no evidence.

Mr. Meadors asked Mr. Braasch what type of replacement system could be installed if the existing system should fail. Mr. Braasch indicated a discharging system could be used as a replacement; however, due to the lot size and topography, it would be difficult to discharge off the property without impacting neighbors. He also stated that a mound system is another possibility, but it would be a tight fit, and there would need to be a full soil evaluation performed to determine if it would be feasible.

A discussion occurred regarding the possibility of tabling the variance again to allow Mr. Milton to obtain and submit a design for a replacement system in the event the existing system fails.

Mr. Meadors expressed his concern regarding the potential size of the leach field and its durability.

Mr. Milton reiterated that the system has a positive history without evidence of failure.

Upon verifying the total lot size is approximately $\frac{3}{4}$ of an acre, Mr. Meadors asked Mr. Milton if he was opposed to obtaining and submitting a design for a replacement system. He further indicated that if Mr. Milton opposed doing this, the Board would most likely be inclined to deny the variance.

Mr. Milton stated he would obtain and submit a design for a future replacement system to avoid the variance being denied.

Mr. Seal made a motion to table the variance to connect a new home to an existing household sewage treatment system at 4991 SR 743, Washington Township, (25-V-25) to the December 10, 2025 Board meeting to allow Mr. Milton time to obtain and submit a design for a replacement system should the current system fail in the future. Mr. Meadors seconded the motion. The vote was all ayes; motion carried.

Dr. Khan joined the meeting at 3:45 p.m.

Isolation Distance at 5996 St. Rt. 133, Wayne Township (34-V-25) – Tyler Braasch, Director of Water and Waste, stated the property owner, James Randolph, is requesting an isolation distance variance at 5996 St. Rt. 133, Wayne Township (34-V-25). This is a leach line system. The isolation distance variance is being requested to build a deck and walkway six feet from the septic tank. Staff recommended disapproval; however, upon further review, Mr. Braasch changed the recommendation to approval.

The property owner, James Randolph, was present and asked why the original deck was approved without a variance. Mr. Braasch indicated that at the time the original deck was built, either the requirement regarding the distance from the septic tank was different from what it is now, or the deck may have been built without a permit.

Mr. Seal made a motion to approve the isolation distance variance at 5996 St. Rt. 133, Wayne Township (34-V-25). Mr. Meadors seconded the motion. The vote was all ayes; motion carried. (Attachment #6)

Isolation Distance at 5581 Newtonville Hutchinson Rd., Stonelick Township (36-V-25) – Tyler Braasch, Director of Water and Waste, stated the property owners, Zachary and Caroline Lyons, are requesting an isolation distance variance at 5581 Newtonville Hutchinson Rd., Stonelick Township (36-V-25). This is a leachline system that has passed and/or received an AO&M designation since 2005. The existing system is behind the house. The septic tank size is unknown, as is the size of the leach lines. The homeowners wish to rebuild a new deck at the same size and location as the existing deck. The isolation distance variance is being requested due to the proposed deck being zero feet from the septic tank and flush with the stairs and the deck. Staff recommended disapproval.

The property owner, Zachary Lyons, was present and, when asked, indicated the current deck had been removed due to sagging boards and general disrepair. He further stated the current design has a step-around, and the sidewalk and post holes are still there.

Mr. Braasch advised the Board that, even though staff recommended disapproval, due to the fact that the post holes are still present, he sees no problem with the new design.

Mr. Meadors made a motion to approve the isolation distance variance at 5581 Newtonville Hutchinson Rd., Stonelick Township (36-V-25). Mr. Seal seconded the motion. The vote was all ayes; motion carried. (Attachment #7)

Connect a Room Addition to an Existing Household Sewage Treatment System at 6776 Linton Rd., Goshen Township (37-V-25) - Tyler Braasch, Director of Water and Waste, stated the property owner, Peggy Teyssier Angel, is requesting a variance to connect a room addition to an existing household sewage treatment system at 6776 Linton Rd., Goshen Township (37-V-25). This is a leach field system that has passed and/or received an annual operation and maintenance (AO&M) designation since 2008. The current home is a three-bedroom home. The owner wishes to add a mother-in-law suite to the existing structure, which will make the home a four-bedroom home. The existing system is behind the house. The septic tank size is unknown, and the system size is also unknown, but is estimated to be at least 20 feet by 20 feet. Staff recommended disapproval.

The contractor, Jake Anderson, was present.

Mr. Meadors asked how many people would be living in the home. Mr. Anderson stated that three people would be living in the home.

Mr. Braasch asked if plumbing would be added. Mr. Anderson stated that a half bath was already present and that he would tie into it. Mr. Braasch indicated a plumbing permit would be required for this.

Mr. Meadors made a motion to approve the variance to connect a room addition to an existing household sewage treatment system at 6776 Linton Rd., Goshen Township (37-V-25). Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #8)

Connect a Room Addition to an Existing Household Sewage Treatment System at 5501 Wild Rose Ln., Unit C, Stonelick Township (38-V-25) - Tyler Braasch, Director of Water and Waste, stated the property owner, Tina Kapor, is requesting a variance to connect a room addition to an existing household sewage treatment system at 5501 Wild Rose Ln., Unit C, Stonelick Township (38-V-25). This is a sand filter system that has been designated and/or received an AO&M designation since 2001. The current home is a three-bedroom home. The homeowner wishes to convert a space above the garage into a small apartment for family and guests, adding plumbing for a bathroom, thereby making the home a four-bedroom home. The existing system is behind the house. The septic tank is 1500 gallons, and the sand filter is 480 square feet. Staff recommended disapproval.

The property owner, Tina Kapor, was present and indicated that the addition space is an existing area above the garage, and that plumbing will be added to the system.

After a discussion of the rules for sand filter systems, it was determined that if the Board approved the variance, all plumbing for the addition would need to be routed to the existing building sewer via the inside of the home, and a plumbing permit would be required.

Dr. Khan made a motion to approve the variance to connect a room addition to an existing household sewage treatment system at 5501 Wild Rose Ln., Unit C., Stonelick Township (38-V-25) contingent upon all plumbing for the addition being routed to the existing building sewer via inside the home. Mr. Seal seconded the motion. The vote was all ayes; motion carried. (Attachment #9)

Connect a Room Addition to an Existing Household Sewage Treatment System at 5507 Aviator Ave., Goshen Township (39-V-25) - Tyler Braasch, Director of Water and Waste, stated the property owners, Keith and Melissa Benhase, are requesting a variance to connect a room addition to an existing household sewage treatment system at 5507 Aviator Ave., Goshen Township (39-V-25). The

system is a Wisconsin Mound that has passed and/or received an AO&M designation since 2014. The homeowners wish to build a 50-foot by 20-foot one-bedroom-one-bathroom apartment behind an existing barn, which will make the home a four-bedroom home. The existing system is behind the house. The septic tank is 2000 gallons, and the Wisconsin Mound is a Type H mound sized for 360 gallons per day with a gradient drain. Staff recommended disapproval.

The property owner, Keith Benhase, was present and stated that the intention is to move his parents into the addition. Mr. Braasch indicated that there are problems with the gravity feed at the addition, and that if the Board approves the variance, an alteration permit will be required. Mr. Braasch also cautioned that water usage should be closely monitored.

Mr. Seal made a motion to approve the variance to connect a room addition to an existing household sewage treatment system at 5507 Aviator Ave., Goshen Township (39-V-25). Dr. Khan seconded the motion. The vote was all ayes; Mr. Meadors abstained; motion carried. (Attachment #10)

Connect a Room Addition to an Existing Household Sewage Treatment System at 6571 Stonelick Trace, Wayne Township (40-V-25) - Tyler Braasch, Director of Water and Waste, stated the property owner, Michael Thiess, is requesting a variance to connect a room addition to an existing household sewage treatment system at 6571 Stonelick Trace, Wayne Township (40-V-25). This is a leach line system that passed inspections from installation in 2002 until 2009, when missing or broken drop box lids were replaced. The system then passed an inspection in 2013 and received an AO&M designation in 2016. Because of the AO&M designation, an inspection of the system was skipped in 2019 and subsequently passed in 2022. The proposed home will have three bedrooms and a music studio, which is considered a bedroom under the septic rules. The system overall was in good condition and is currently vacant. The area over the septic system has been well-maintained. Staff recommended disapproval.

The property owners, Michael and Stephanie Thiess, were present. Mr. Thiess indicated the room addition will be a recording studio for his wife.

Mr. Meadors made a motion to approve the variance to connect a room addition to an existing household sewage treatment system at 6571 Stonelick Trace, Wayne Township (40-V-25). Mr. Seal seconded the motion. The vote was all ayes; motion carried. (Attachment #11)

Isolation Distance at 2453 Swings Corner Point Isabel Rd., Tate Township (41-V-25) - Tyler Braasch, Director of Water and Waste, stated the property owners, Donald and Amanda Baker, are requesting an isolation distance variance at 2453 Swings Corner Point Isabel Rd., Tate Township (41-V-25). The system is a leach line system that has passed and/or received an AO&M designation since 2004. The existing system is behind the house. The septic tank is 1500 gallons, and the leach lines are 1200 linear feet. The homeowners wish to install a pool that will be one foot from the gradient drain. Staff recommended approval.

The homeowner, Amanda Baker, was present.

Mr. Braasch explained that when the pool contractor started excavation, a deep gradient drain was found in an unexpected location. The location of the pool is now being shifted as far as possible from the drain; however, the pool apron will be approximately one foot away from the drain.

Mr. Meadors made a motion to approve the isolation distance variance at 2453 Swings Corner Point Isabel Rd., Tate Township (41-V-25). Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #12)

Food Service Operation at 1832 St. Rt. 133, Bethel, OH (35-V-25 (1-10)) – Brian Williamson, Director of Environmental Health, stated that Ancil Lee submitted a Mobile Food Plan Review application for a proposed mobile unit named Momma Pearl’s BBQ. The plan approval was denied due to noncompliance with Ohio Administrative Code 3717-1-04.1 (LL), which requires that all food equipment used in a food service operation or retail food establishment be approved by a recognized food equipment testing agency for sanitation. Following the denial, Mr. Lee submitted individual variance requests for 10 pieces of equipment, seeking approval to use them without meeting the requirements of OAC 3717-1-04.0 (LL). The variances are for the following equipment:

1. Vevor Model #FWHB-400*600-5 Food Warmer Hot Box
2. Model #SC-11XD Rolling Hot Dog Grill
3. Multi-Function Veg Cutter (Vevor Commercial Chopper)
4. Model HT-310 French Fry Warmer
5. Vevor KTR -488 Refrigerator
6. Model #HT-818A Vevor Commercial Electric Griddle
7. Model # SC 102V Vevor Commercial Deep Fryer
8. Yoder YS 640 S Pellet Smoker Grill
9. Hunsaker Drum Smoker
10. PK 360 Grill

Staff recommended disapproval of all ten variances.

Mr. Lee was present and indicated he believed that since the equipment he purchased was deemed “commercial,” it would fulfill the necessary requirements of the code. However, once it was explained to him during the food plan review that being deemed as commercial and being approved by a recognized food equipment testing agency for sanitation were not the same, it was too late, and he had depleted his savings by purchasing the improper equipment. Prior to reviewing the individual variances, Mr. Lee advised the Board that he was altering his menu and had decided to withdraw the variance requests on the following pieces of equipment: the rolling hot dog grill (Variance #2), the vegetable cutter (Variance #3), the French fry warmer (Variance #4), the electric griddle (Variance #6), the deep fryer (Variance #7), and the PK 360 Grill (Variance #10). He wished to proceed by requesting the remaining four variances, so that if they were approved, he could still operate his mobile unit and raise money to replace the other pieces with the proper equipment. (Attachment #13, #14, #15, #16, #17, and #18)

Mr. Seal asked Mr. Lee how quickly he could replace the other equipment. Mr. Lee stated he was not sure.

Mr. Williamson indicated the strongest denials involved the smokers (Variance #8 and #9) due to durability and sanitation issues.

Mr. Meadors asked whether the issues with the smokers involved the hazard of food touching the grates and asked Mr. Lee whether he uses aluminum pans to hold the food or if it directly touches the grates. Mr. Lee stated he uses aluminum pans. Mr. Williamson explained that, over time, unapproved smokers tend to corrode and rust, and when this happens, the food can become contaminated by chips and flakes that fall off the piece of equipment into the food.

Dr. Khan asked Mr. Lee if his business was operated out of a truck. Mr. Lee stated he has a trailer.

Mr. Meadors asked whether Mr. Lee had estimates of the cost of the approved equipment. Mr. Lee did not have definite numbers but stated that other smokers sell anywhere between \$16,000 and \$30,000.

Dr. Khan asked Ms. Nesbit and Mr. Williamson about a prior approved variance regarding a smoker. Mr. Williamson indicated the particular smoker he was referring to was a very large stand-alone food facility used with the support of a full kitchen.

Dr. Khan asked whether the concern with these particular smokers was that the food could not be properly prepared or whether it was with the smoker units. Mr. Williamson stated that the food could be properly prepared, but the unapproved units tend to have durability issues, leading to a lack of cleanliness beyond the operator's control.

Mr. Williamson suggested that, instead of a year-long mobile license, Mr. Lee could obtain up to 10 temporary licenses per year, with reduced equipment standards under these licenses. This would allow Mr. Lee to start operating with his current equipment until he had funds to replace the unapproved equipment. Mr. Lee asked how long the individual temporary licenses are good for. Mr. Williamson indicated that they are five-day licenses. Ms. Nesbit added that there is an exception for agricultural events, such as the county fair, for which the temporary license is valid for 7 days. Mr. Lee indicated he would rather obtain a year-long mobile license.

Ms. Nesbit reminded the Board that the variances for the smokers are the most important, as without them, the variances for the food warmer and the refrigerator are inconsequential.

Dr. Khan asked if the food warmer and refrigerator were functionally adequate. Mr. Williamson indicated the food warmer and refrigerator purchased by Mr. Lee were similar to other NSF (U.S. National Science Foundation) approved equipment.

Dr. Khan asked whether there were more concerns about the refrigerator than about the other equipment. Mr. Williamson indicated that although the refrigerator is a necessity, there were no overwhelming concerns.

Ms. Nesbit asked Mr. Williamson if he would be opposed to a one-year variance for the smokers. Mr. Williamson indicated he would not be strongly opposed as long as the smokers were replaced after one year. He reminded Mr. Lee that the resale value of the smokers would be reduced if they were used for one year.

Mr. Williamson asked Christopher Boss, the Registered Environmental Health Specialist working with Mr. Lee, if he had any other concerns regarding Mr. Lee's mobile unit. Mr. Boss stated that Mr. Lee had submitted a Hazard Analysis and Critical Control Points (HACCP) plan, which was approved, and he had no concerns beyond the equipment.

Upon further discussion, noting the six variances that were previously withdrawn, the following motions were made:

Mr. Seal recommended approval of the food service operation variances for the Vevor Model #: FWHB*-5 Food Warmer (Variance #1) and the Vevor KTR-488 Refrigerator (Variance #5) for

Momma Pearl's BBQ located at 1832 St. Rt. 133, Bethel, OH (35-V-25 (1-10)) with the contingency that the equipment must be replaced with approvable equipment when it fails, when equipment violations are documented, or critical violations are found. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachments #19 and #20)

Dr. Khan recommended approval of the food service operation variances for the Yoder YS 640 S Pellet Smoker Grill (Variance #8) and the Hunsaker Drum Smoker (Variance #9) for Momma Pearl's BBQ located at 1832 St. Rt. 133, Bethel, OH (35-V-25 (1-10)) with the contingency that the variances are only approved for the 2026 licensing year, the equipment must be replaced with approvable equipment after the 2026 license year, and the equipment is not approved for use after March 1, 2027. Mr. Seal seconded the motion. The vote was all ayes; motion carried. (Attachments #21 and #22).

Public Comment - No members of the public offered any comments at this point in the meeting.

Approval to Increase the 2025 Estimated Resources and Appropriations in Fund 7310 (Food Service) – Ms. Nesbit stated appropriations were not adjusted in the Food Service fund when the HS GovTech contract was approved to make sure there were no additional adjustments towards the end of the year. She explained that at this time, the estimated resources needed to be increased by \$38,000. She requested that the Board appropriate an additional \$33,500 for salaries, \$3,000 for fringe benefits, and \$1,500 for purchased services.

Mr. Meadors made a motion to increase the 2025 estimated resources by \$38,000 and appropriate an additional \$33,500 in salaries, \$3,000 in fringe benefits, and \$1,500 in purchased services in Fund 7310 (Food Service). Mr. Seal seconded the motion. The vote was all ayes; motion carried. (Attachment #23)

Approval to Increase the 2025 Estimated Resources and Appropriations in Fund 7301 (Environmental Health) – Ms. Nesbit stated she is requesting an increase in Fund 7301 appropriations to shift some expenses from Fund 7300 at year-end to address staffing gaps that have occurred. The shift will allow some funding to be reduced for the townships and villages for 2026. She further explained that, due to the federal government shutdown, there may be impacts on staff members who are fully or partially funded through the Women, Infants, and Children (WIC) Grant if the funding that supports those staff members runs out. She indicated that the State has received funding for WIC, which will fund the program into December, but if the shutdown continues and we are mandated to cease services, the options will be to either pay staff from cash reserves or issue layoffs. She recommended approving the increase in appropriations to carry staff through the end of the year. The appropriations request is to increase estimated revenue by \$95,000 and to appropriate \$60,000 for salaries and \$35,000 for fringe benefits. If the government reopens after this increase, the Auditor's office has indicated there is no problem if the agency does not end up using the money.

Dr. Khan made a motion to increase the 2025 estimated resources and appropriations in Fund 7301 (Environmental Health) by \$95,000 and appropriate \$60,000 for salaries and \$35,000 for fringe benefits. Mr. Seal seconded the motion. The vote was all ayes; motion carried. (Attachment #24)

Adoption of Resolution 17-25 Amending Resolution 13-25 to Reduce the License Fees for Temporary Food Service Operations or Retail Food Establishments Pursuant to Ohio Revised Code Section 3709.09 and 3709.21 – Ms. Nesbit explained that it was recently discovered the support cost for the license fees for temporary food service operations or retail food establishments exceeded the 30% allowed by the Ohio Revised Code for the 2026 licensing year. By reducing the

support cost, the maximum license fee for these programs was lowered from \$49.00 previously approved by the Board in Resolution 13-25 to \$42.00, thus necessitating Resolution 17-25 Amending Resolution 13-25 to Reduce the License Fees for Temporary Food Service Operations or Retail Food Establishments Pursuant to Ohio Revised Code Section 3709.09 and 3709.21.

Mr. Seal made a motion to waive the three readings of Resolution 17-25 Amending Resolution 13-25 to Reduce the License Fees for Temporary Food Service Operations or Retail Food Establishments Pursuant to Ohio Revised Code Section 3709.09 and 3709.21. Dr. Khan seconded the motion. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to declare Resolution 17-25 an emergency measure necessary for the immediate preservation of the public peace, health, or safety, which shall go into immediate effect and shall become effective immediately without advertising, recording and certifying as indicated in Ohio Revised Code Section 3709.21, with the purpose of the emergency being the immediate need to correct the original higher proposed fee. Mr. Meadors seconded the motion. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Mr. Brown, aye; motion carried. Mr. Meadors then made a motion to adopt Resolution 17-25 Amending Resolution 13-25 to Reduce the License Fees for Temporary Food Service Operations or Retail Food Establishments Pursuant to Ohio Revised Code Section 3709.09 and 3709.21. Dr. Khan seconded the motion. The vote upon roll call was as follows: Mr. Brown, aye; Mr. Meadors, aye; Dr. Khan, aye; Mr. Seal, aye; motion carried. (Attachment #25)

Approval of Proposal for Strategic Planning – Ms. Nesbit explained to the Board that it is time to update the agency’s Strategic Plan, and rather than doing this in-house, as has been the case for the last two cycles, she would like to outsource the process and work with an external facilitator who will also provide a written report. She further explained that there will still be a small Executive Committee overseeing the project and a larger Strategic Planning Committee to develop the plan. She also anticipates holding a Strategic Planning Day in the spring, including all staff.

In anticipation of outsourcing the project, the following three proposals were received: The Health Policy Institute of Ohio for \$20,671; Moxley Public Health, LLC, for \$13,000; and Kane Learning for \$8,500. She suggested using Kane Learning and stated she will present a formal agreement for approval at the December meeting.

Mr. Meadors made a motion to approve outsourcing the agency’s Strategic Plan to Kane Learning. Dr. Khan seconded the motion. The vote was all ayes; motion carried.(Attachment #26, #27, and #28)

Adoption of Resolution 18-25 Declaring Properties Public Health Nuisances – Ms. Nesbit presented the addresses of five properties to be considered public health nuisances as stated in Attachment A of Resolution 18-25 Declaring Public Health Nuisances and Ordering Abatement of Nuisances at Identified Properties.

Following a review and discussion, Dr. Khan made a motion to waive the three required readings of Resolution 18-25, declaring the properties listed on Attachment A to be Public Health Nuisances. Mr. Seal seconded the motion. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to declare Resolution 18-25 an emergency measure necessary for the immediate preservation of the public peace, health, or safety, and for the purpose of the immediate need to abate or remove the dangerous public health nuisances. Mr. Meadors seconded the motion. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Mr. Brown, aye; motion carried. Dr. Khan then made a motion to adopt Resolution 18-25, declaring the properties listed on Attachment A to be public health nuisances and

ordering abatement of nuisances at the identified properties. The motion further stated if corrections were not made within the allotted time, the nuisance cases would be referred to the Health District's legal counsel for appropriate action. Mr. Meadors seconded the motion. The vote upon roll was Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Mr. Brown, aye; motion carried. (Attachment #29)

Approval and Payment of Bills – Ms. Nesbit presented the Health District's bills for consideration. Following the Board's review and discussion, Dr. Khan made a motion to pay the bills as presented. Mr. Meadors seconded the motion. The vote was all ayes, motion carried. (Attachment #30)

Discussion:

Ohio Association of Boards of Health - Ms. Nesbit asked the Board if they would like to continue their membership in the Ohio Association of Boards of Health for 2026. While membership was free last year, dues for 2026 will be \$150. The Board declined to continue the membership.

Additional Facilitation Contract with The Health Collaborative - Ms. Nesbit reminded the Board of their previous approval of a contract for the facilitation of the Community Health Improvement Plan (CHIP), and that three priorities were identified during the CHIP process: Youth Mental Health, Adult Substance Misuse, and Housing. She explained the housing issue in Clermont is complex, and there are substantial concerns regarding homelessness. Due to these issues, she would like to host a separate facilitation effort with the Clermont County Homeless Collaborative. To that end, she has asked The Health Collaborative to provide an estimate for creating a business plan for a homeless shelter. Clermont County Community Services would be the lead agency for implementing the plan. The work on the agency's behalf would contribute to the CHIP and demonstrate the agency's support for the plan, which is a requirement for national accreditation. The Board agreed to allow Ms. Nesbit to proceed with presenting a contract for this work for consideration at the December meeting.

Additional Information:

Candida Auris Tier 3 Recommendations – Dr. Tara Jimison, Director of Nursing, presented on Candida Auris. She explained what the disease is, the symptoms, and how it spreads. She stated that the Southwest Ohio region now accounts for 41% of Candida Auris cases in the state, making it a Tier 3-designated area. (Attachment #31)

Executive Session to Discuss Staff Compensation, Cost of Living Adjustments, Promotions, and Performance Raises - At 5:00 p.m., Dr. Khan made a motion to enter into executive session to discuss staff compensation, cost of living adjustments, promotions, and performance raises. The motion was seconded by Mr. Meadors. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Mr. Brown, aye; motion carried.

At 5:21 p.m., Dr. Khan made a motion to come out of executive session and resume regular session after discussing proposed staff compensation, cost of living adjustments, promotions, and performance raises with no action taken and no decisions made. The motion was seconded by Mr. Meadors. The vote upon roll call was as follows: Mr. Seal, aye; Dr. Khan, aye; Mr. Meadors, aye; Mr. Brown, aye; motion carried.

Approval of Staff Raises - Ms. Nesbit requested approval of staff raises. Mr. Seal made a motion to approve staff raises. Dr. Khan seconded the motion. The vote was all ayes; motion carried. (Attachment #32)

Approval of Appropriations Budget – Fiscal Officer, Katrina Stapleton, presented the 2026 Appropriations Budget to the Board. After review and discussion, the Board had no questions.

Dr. Khan made a motion to approve the 2026 appropriations budget as presented. Mr. Seal seconded the motion. The vote was all ayes; motion carried. (Attachment #33)

ADJOURNMENT:

Dr. Khan made a motion to adjourn the meeting at 5:30 p.m. Mr. Meadors seconded the motion. The vote was all ayes, motion carried.


SECRETARY
RESPECTFULLY SUBMITTED