



**CARROLL COUNTY
GENERAL HEALTH DISTRICT**
Healthy People — Safe Communities

**Carroll County General Health District
Minutes of the Board of Health
March 18, 2026**

Meeting Location: Carroll County General Health District's (Upper Level)
301 Moody Ave. Carrollton 44615

Call to Order: Dr. Stine, President, called the meeting to order, with prayer, at 5:33 p.m.

Board Member Roll Call: Dr. Stine, present; Susan McMillen, present; Dan Trbovich, present, Wendy Wiley, present, Bernie Heffelbower, present.

Absent:

Staff Present:

Kelly Morris, Health Commissioner
Amy Campbell, Office Administrator
Jessica Slater, Director of Nursing
Tina Bernard, Environmental Health Director

Media:

Guest: There were no guests present

Approval of Meeting Minutes:

The minutes of the February 18, 2026, Board of Health meeting were approved by a motion from Susan McMillen and seconded by Wendy Wiley. Ayes: All Nays: None – Motion carried.

Health Commissioner's Report:

Kelly Morris, Health Commissioner, provided the Health Commissioner report for Board Review:

- Participated in a visit to the Hope and Healing Center in Stark County with ADAMHS Board Director on February 23, 2026
- Participated as a panelist in the Hope in Ohio event facilitated by the Ohio Department of Behavioral Health on February 25, 2026
- Participated in a planning meeting with Amy and You Thrive for Stronger Together sessions
- Reviewed and submitted PHEP grant deliverables
- Participated in the Stronger Together Carroll County Steering Committee meeting on March 10, 2026

- Continue to help cover the front desk when needed for Brittany to complete training in preparation for Tina's maternity leave
- Facilitated the Child Fatality Review and Suicide Fatality Review meetings on March 17, 2026
- Worked with the Leadership team to develop an Employee Satisfaction Survey for building team morale
- Worked with Leadership and Angie in the development of the 2025 Annual Report
- Shared with BOH the next Stronger Together meeting on Tuesday, April 14, 2026 from 10am to 2:30 at the Church of Christ on Moody Ave- regarding community readiness, Kelly encouraged members to attend if they are able.

Office Administrator/Accreditation Coordinator:

Amy Campbell, Office Administrator, provided the Office Administrator/Accreditation Coordinator report for Board Review:

- Attended the 2nd Strategic Planning Financial Planning Training on March 12, 2026
 - Continue working on compiling historical financial data from 2017-2025
 - Began working on budget analysis for specific programs and conducting program ratio analysis
 - Reviewed ways to set up budgets and different methods for forecasting
- Attended the Workplace Resiliency Summit in Youngstown on February 20, 2026
- Completed and submitted the Annual Hinkle Report to the Auditor of State
- Worked on the 2025 Annual Report with Angie and Leadership
- Worked with Angie on the completion and submission of the Drug Free Communities Annual Performance Report (Continuation Application)
- Attended the Stronger Together Steering Committee Meeting on March 10, 2026
- Worked with Angie on completing a Coalition Spotlight for the DFC program
- Attended the Child and Suicide Fatality Review Meetings on March 17, 2026
- Completed the DRAFT FY27 CCGHD Operating Budget

Division Reports:

**All Division Reports can be found in the Carroll County General Health District Board of Health May 21, 2025, PowerPoint Presentation (Attached)*

Environmental Health Report:

Tina Bernard provided the Environmental Division report for Board Review.

- Attended the Resilience in the Workplace Training with other staff on February 20, 2026
- Tessa and Brittany are working on a Quality Improvement project with Ember and Theresa on shared vehicle usage
- Tina attended the Carroll County Rotary Meeting on March 3, 2026
- Tina attended the Stony Lake/Vo Ash Sewer Project meeting on March 3, 2026
- Abated the 9094 Cumberland Rd. Sewage Nuisance Complaint

- Continue to train Brittany and Tessa in preparation for my maternity leave
- Brianna submitted her letter of resignation on 3-17-2026

Nursing Division Report:

Jessica Slater provided the Nursing Division report, the communicable disease report, and the Community Health Division report for Board Review.

- Jessica and Theresa attend the Annual Heart of Ohio diaper bank partner meeting
- Attended the Resilience in the Workplace Training with other staff
- Attended the Hope in Ohio event with Ember, Yvonne and Theresa
- Jessica completed the training for ODH with the Field Case Manager for the Complex Medical Help program.

Communicable Disease Report

Jessica reported on the number of reportable diseases for February with comparison to the previous month as well as trends for the quarter broken out by disease type; Vector, GI, STD and Respiratory. (*See report in PPT*) The board commented on liking the trend lines that visualize whether the diseases are increasing or decreasing over time.

<u>January 2026</u>		<u>February 2026</u>	
Campylobacter	1	Chlamydia	2
Chlamydia	3	COVID Hospitalized	1
COVID Hospitalized	5	Hepatitis C	1
Gonorrhea infection	1	Influenza Hospitalized	15
Influenza Hospitalized	9	Lyme Disease	3
Lyme Disease	15	RSV Hospitalized	2
RSV Hospitalized	5	Salmonella	1
Strep Pneumoniae	1		
Total	34	Total	26

Community Health Report:

Jessica Slater provided the community health report for board review.

- Pop-Up Food Pantry served 110 families and 302 individuals on March 4, 2026 with volunteers from Carrollton High School FFA program and the Bluffs.
- Empower Youth Resilience Team attended and spoke at the Hope in Ohio event on February 25, 2026
- Placed an additional community resource box in Magnolia Village at the Park. Jessica explained that Magnolia Village has the highest number of reported overdoses.
- Agnie and Amy presented on the Too Good for Drugs Curriculum as evidence-based spotlight for the Drug Free Communities Grant

- The Neighbor2Neighbor Hygiene Drive was successful with 3,743 items collected and \$120 in cash donations. Empower Youth Resiliency Team collected 1,000 items through a drive competition between school districts. Noting that Brown Local School District won the friendly competition!
- Lisa and Angie are participating in the Eggstravaganza event planning committee

Financial Report:

Fiscal report presented by Amy Campbell, Office Administrator for Board Review

**See General and Grant Fund Balances on PowerPoint Presentation*

- Resolution 26-019** approval of the February 2026 budget report as presented. (*Reference Budget YTD Summary and Monthly Budget Report*). Motion by Wendy Wiley and seconded by Dan Trbovich, board President, called for vote, Yay: All, Nay: None, motion carried.
- Resolution 26-020** approval for the payment of the February 2026 expenses totaling \$114,074.50 (*Reference February Expense Report*) Motion by Dan Trbovich and seconded by Wendy Wiley, board President, called for vote, Yay: All, Nay: None, motion carried.
- Resolution 26-021** to approve the following appropriation amendment on March 10, 2026, in the 25050 Swimming Pool fund to move \$100.00 from the salary line item to the travel/training line item to cover expenses. (*Reference: 03/11/26 Appropriation Amendment*) Motion by Susan McMillen and seconded by Wendy Wiley. No discussion. Board President called for vote, Yay: All, Nay: None, motion carried.
- Resolution 26-022** to approve the following appropriation on March 18, 2026, in the 20206-Enhanced Operations fund in the amount of \$16.38 to pay the 2025 workers' compensation costs to the Carroll County Treasurer. (*Reference: 03/18/26 Appropriation*) Motion by Bernie Heffelbower and seconded by Dan Trbovich. Boar President called for vote, Yay: All, Nay: None, motion carried
- Resolution 26-023** to approve the Out of County travel requests in the amount of \$120.00 (*Reference: Out of County Travel*). Additional Information: Amy shared that this request is for 1 staff member to attend out of county trainings/conferences or events from March 2026 through December 2026. Motion by Wendy Wiley and seconded by Sue McMillen. Board President called for vote, Yay: All, Nay: None, motion carried.
- Resolution 26-024** approval to refund Jamison Well Drilling in the amount of \$450.00 of the local fee portion of the new water well permit for 2424 Antigua Rd. SW, Carrollton, due to another company drilling the well. (*Reference: Jamison Well Drilling Refund Request*) Motion by Wendy Wiley and seconded by Sue McMillen. President called for vote, Yay: All, Nay: None, motion carried.

- g. **Resolution 26-025** to approve the draft 2027 Operating Budget for the Carroll County General Health District that will be presented on March 28, 2026, at the District Advisory Council meeting and will be provided to the County Auditor's office by April 1, 2026. (*Reference: Draft 2027 Carroll County General Health District Budget*) Amy presented the two-page budget and reviewed all general health funds and grant funds, noting the anticipated changes in funding due to grant expirations and carryover into 2028. Amy noted that this draft budget is very conservative. Motion by Bernie Heffelbower and seconded by Wendy Wiley. Board President called for vote, Yay: All, Nay: None, motion carried.

New Business

- a. Accepting the resignation of Brianna Burkhart, EHSIT, effective March 31, 2026. Brianna has accepted an environmental field technician position with Williams Energy. (*See attached letter of resignation*) Motion by Wendy Wiley and seconded by Sue McMillen. Board President called for a vote, Yay: All, Nay: None, motion carried.
- b. Reminder of the District Advisory Council meeting on Saturday March 28, 2026/ Wendy Wiley Board term is up and she indicated willingness to continue to serve.

Old Business: There was no old business to come before the board.

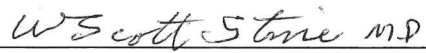
Adjournment: Meeting was adjourned at 6:35 pm by a motion by Dan Trbovich. All in favor, motion carried.

The next meeting will be (Wednesday) April 15, 2026, at 5:30 p.m. at the Carroll County General Health District's upper level located at 301 Moody Ave. Carrollton.

Respectfully Submitted By:



Kelly Morris, Board Secretary



Dr. W. Scott Stine, President
Carroll County Board of Health

