

Board of Health Meeting  
Minutes

The regular meeting of the Board of Health was held Tuesday, October 15, 2024 at 700 East Oak Street, Canton, in Room 103.

President Dr. Ben Phillips called the meeting to order at 7:02 PM with members Dr. Gowda, K. McKinley, Nancy Schell, Mary Williams, Mike Wagahoff, Dr. Phillips and Laura Kessel all present. Staff attending the meeting were A. Edwards, K. Lynn, and A. Rose

August 2024 minutes were presented. Nancy Schell made a motion to approve the minutes with Dr. Gowda seconding the motion. All ayes, motion approved.

**Agenda Changes-** None

**Public Comments:** No Public comments.

**Financial Reports:** Katie Lynn gave the financial reports for the month of August and September. Laura Kessel made a motion to approve the reports as presented with Mike Wagahoff seconding the motion. All ayes, motion passed.

**New Business:**

- A. Approval of the purchase of gun and safe cases from Farm King paid for by the Firearms Safety Grant. We will purchase 457 lock boxes and 257 safes for a total cost of \$20,995.00 Kessel made a motion to approve the purchase with Wagahoff seconding the motion. A roll call vote was taken with Dr. Phillips, Kay McKinley, Nancy Schell, Dr. Gowda, Mary Williams, Mike Wagahoff, and Laura Kessel all voting yes. Motion passed.
- B. The Board of Health bylaws were presented with no changes. Dr. Gowda made a motion to approve the bylaws as presented, with Nancy Schell seconding. All ayes, motion passed.
- C. The TB contract approved by the TB board was presented. This contract will be effective December 1, 2024 through November 30, 2024. A motion was made by Schell to approve the contract and seconded by Wagahoff. A roll call vote was taken with McKinley, Schell, Gowda, Williams, Wagahoff, Kessel and Dr. Phillips all voting yes. Motion passed.
- D. The 2025 Holiday schedule was presented. Kessel made a motion to approve the schedule with McKinley seconding.
- E. Approval of 2025 meeting dates. Mary Williams made a motion to approve the meeting dates with Schell seconding. All ayes motion passed.
- F. Administrator evaluation was done last year through Survey Monkey. A committee was formed and will work on Evaluation.
- G. Approval of renewal of Fred Pryor Training platform. Training will be a cost of \$8970.00 for the next fiscal year. Dr. Gowda made a motion to approve the training platform with Kessel seconding. A roll call vote was taken with Schell, Gowda, Williams, Wagahoff, Kessel, Dr. Phillips, and McKinley. Motion passed.
- H. Administrator Katie Lynn presented her contract proposal for the next three years. Changes to the contract include a 3% raise each year starting this year and adding one week of vacation. Nancy Schell made a motion to approve the contract with Dr. Gowda seconding. A roll call vote was taken with Dr. Gowda, Williams, Wagahoff, Kessel, Dr. Phillips, McKinley, and Schell all voting yes. Motion passed.

**Division Reports:****Family & Community Health Services Division- Amy Edwards presented**

Clinics have been slower. STD's have been high in September. October is Breast Cancer awareness month with health educators doing many events. The Grant Keime office has lost a nurse, but have hired one more. There is an opening in the Women's Health dept. for a program specialist. Dr. Phillips asked if there was more we could be doing. Amy stated that we have a vending machine in our front hallway with condoms and have been given out at events. Board member Mary Williams asked about flu shots this year. We are not giving flu, Covid 19 or RSV vaccines.

**Environmental Health Division-**

Routine food inspections are being done and getting done for the year. The first two weekends in October were the Spoon River Drive. 106 temporary food permits were given. There were a few issues a few were not allowed to open. Food renewals for the 2025 permits will be sent out soon by the first of November. Dr. Gowda asked about permit fees and Katie Lynn stated those.

Laura Kessel mentioned that the solar projects will be bringing in many workers to the County. The County is putting together resources for restaurants and other services. We may be contacted for food truck vendors to set up at sites. These workers are also looking for housing.

**Administrator's Report –** Katie has reached out to the architect for the roofing project. We should coordinate a bid time for the first of the year. We hope to have something to present at the January BOH meeting.

**President's Report- None.**

Laura Kessel made a motion to adjourn the meeting at 7:34 with Kay McKinley seconding the motion. All ayes, meeting adjourned.

Respectfully submitted,

R. U. Gowda, MD, Secretary

Recorded by Amy Rose