

Board of Health Meeting  
Minutes for March 18, 2025

The regular meeting of the Board of Health was held Tuesday, March 18, 2025 at 700 East Oak Street, Canton, in Room 103.

Vice-President Nancy Schell called the meeting to order at 7:08 PM with members Kay McKinley, Mary Williams, Mike Wagahoff, Paula Grigsby, Dr. Gowda and Nancy Schell were all in attendance. Dr. Ben Phillips joined the meeting at 7:15. Staff attending the meeting were Katie Lynn, Amy Rose, and Amy Edwards.

January 2025 minutes were presented. Paula Grigsby made a motion to approve the minutes with Mike Wagahoff 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 months of January and February. Kay McKinley asked about the report from the last meeting. She asked about the misc. supplies and printing and publishing that were well over budget. Katie explained that because we did receive some grants that were not on the original FY 2024 budget. So these supplies were not included in the original budget. Dr. Gowda made a motion to approve the reports as presented with kay McKinley seconding the motion. All ayes, motion passed.

**New Business:**

- A. Katie Lynn explained the possible need for an additional fee for the use of private labs for water samples. There have been issues with water samples getting to Springfield on time. Private labs can be used but they are more expensive. We will get some pricing on the private labs. We will revisit this in the future.
- B. Website upgrades. The current format of the website is not user-friendly and very outdated. We have received one proposal for the website. We have reached out to one other company recently and one in the last year, with no response. The Board would like us to get at least two more proposals.
- C. Billboard Rental- the Women's Health would like to do a billboard for the IBCCP grant with funding coming from that grant. A motion was made by Mike Wagahoff to approve the billboard. With Nancy Schell seconding the motion. A roll call vote was taken with all attending voting yes. Motion approved.

**Old Business:** None

**Division Reports:**

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

Clinics have been steady. Later in the month of March we will have three staff members on leave. Schedules will be difficult, but there is a plan in place. There is a family case management audit this month and a WIC conference coming up in April. Staff is preparing for the new grants and reporting.

**Environmental Health Division-** Staff have been working on the routine food inspections. Septic and

well have been quiet but will pick up soon. EH staff will start the West Nile Virus mosquito testing and tick drags in May. Temporary food permits will start picking up with the weather getting nicer.

**Administrator's Report:** We are starting to hear a little bit from the state on grants. The state has said they will be released soon.

There is an upcoming meeting with an architect to go over a new flooring project. They have surveyed the building. The flooring project should start in the fall. There is a roof project pre-meeting next week. The roofing project should start very soon.

In February there was a LIHEAP monitoring visit with the state. It went well. There were no issues and staff is doing a great job per the Grant Manager.

One of our renters will be moving soon. They have extended their lease through May at this time.

**President's Report- Nothing**  
**Executive Session- Nothing**

**Adjourn:** Nancy Schell made a motion to adjourn the meeting at 7:28 with Mike Wagahoff seconding the motion. All ayes meeting adjourned.

Respectfully submitted,

R. U. Gowda, MD, Secretary

Recorded by Amy Rose