Seneca County Board of Health Meeting Minutes

The Seneca County Board of Health met on Thursday, June 18, 2026, at the Fostoria Learning Center, 342 Perry St. Fostoria, Ohio 44830. With a quorum present, Board President Dr. Clay Wolph called the meeting to order at 5:06 pm.

Dr. Clay Wolph started the meeting by reading the Mission Statement in the Seneca County Board of Health bylaws:

The Seneca County General Health District, in collaboration with its citizens, promotes wellness, prevents disease, protects the environment, and assures access to quality health care.

Board Members Roll Call:

Dr. Nathaniel Beres –Yes	Mr. Dwight Clary – Absent	Dr. Andrew Gase -Yes
Mrs. Deborah Hay –Yes 5:09	Mr. Nathanael Heiser - Yes	Mr. Robert Podach - Absent
Dr. Heleana Theixos – Absent	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

Others Present:
Julie Richards, MA, LSW, LPCC/S, Health Commissioner
Anita Gaietto, BBA, Fiscal Director
Trisha Kahler, RD, LD, WIC Director
Ryan Sendelbach, REHS Environmental Director
Andrea Barrell, RN, BSN, Nursing Director
Ajith Singh Bhagavath Singh, Landfill Oversight and Compliance Director
Caitlin Dennison, MPH, Epidemiologist
Lisa England, Registrar
Jordan Pruitt, Landfill Inspector

Pledge of Allegiance
The Board recited the Pledge of Allegiance.

Approval of Minutes
Mr. Heiser made a motion to approve the minutes from the May 28, 2026, Board of Health Meeting. Dr. Gase seconded the motion. The motion carried unanimously.

Mrs. Hay Arrived at 5:09

Public Records Request
Health Commissioner Julie Richards reported that the Health District has received six public records requests since the last meeting. All requests have been completed.

Review Expenditures/Approve Payment of Bills
Mr. Heiser made a motion to pay the May 2026 bills as presented. Dr. Gase seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dr. Andrew Gase - Yes	Mrs. Deborah Hay - Yes
Mr. Nathanael Heiser – Yes	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

Appropriation Transfers
Mrs. Hay made a motion to approve the following appropriation transfers:

1. Fund 7067 Food Service equipment to supplies - $400.00 – 05/19/26

2. Fund 7164 Home Sewage Treatment salaries to advertising- $25.00 - 05/19/26

Mr. Heiser seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dr. Andrew Gase - Yes	Mrs. Deborah Hay - Yes
Mr. Nathanael Heiser – Yes	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

Supplements

Mr. Heiser made a motion to approve the following supplements:

1. Fund 7069 Joint Solid Waste – ($15,050.00)
2. Fund 7092 Get Vaccinated - $20,356.00
3. Fund 7142-Public Health Emergency Preparedness-$55,151.00

Mr. Vogel seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dr. Andrew Gase - Yes	Mrs. Deborah Hay - Yes
Mr. Nathanael Heiser – Yes	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

Out-of-County Travel

Dr. Beres made a motion to approve the out-of-county travel as presented to the Board in the board packet. Mr. Heiser seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dr. Andrew Gase - Yes	Mrs. Deborah Hay - Yes
Mr. Nathanael Heiser – Yes	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

Contracts

Mr. Vogel made a motion to approve the following contracts:

1. Ohio Department of Health, for Adult Immunization Program provider services, 07/01/2026 - 06/30/2030, no money.
2. Ohio Department of Health, for access and use of Ohio Vital Statistics Data for Lisa England, 06/09/2026 - 06/09/2027, no money.
3. Ohio Department of Health, for access and use of Ohio Vital Statistics Data for Caitlin Dennison, 06/16/2026 - 06/15/2027, no money.
4. Old Fort Local School District, for nursing services, 07/01/2026 - 12/31/2026, not to exceed $19,705.00 (payee).

Mrs. Hay seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dr. Andrew Gase - Yes	Mrs. Deborah Hay - Yes
Mr. Nathanael Heiser – Yes	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

WIC Division Report

WIC Director Trisha Kahler reported that a new Breastfeeding Peer Helper has started and another staff member has begun their maternity leave in the WIC division. She also discussed that the Farmers Market Program will now be an electronic benefit and will not begin until at least July 1. Additionally, she also added that the 2027 grant has been submitted.

Nursing Division Report

Nursing Director Andrea Barrell began by discussing the proposed fees for skills check-off services for individuals who have successfully completed the online American Heart Association trainings. Then Mrs. Barrell discussed the fees for the Falls prevention Bingocize program and the Wellness Bingocize program. She explained that the target audience for the Bingocize programs is 65 and older.

Dr. Gase made a motion to approve the following fees proposed by the Nursing division:

1. BLS Skills Check-Off $45.00 per student
2. Heartsaver Skills Check-Off $45.00 per student
3. Falls Prevention Bingocize Program $847.00 per program
4. Wellness Bingocize Program $516 per program

Mr. Heiser seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dr. Andrew Gase - Yes	Mrs. Deborah Hay - Yes
Mr. Nathanael Heiser – Yes	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

Environmental Health Division

Third Reading proposed O&M Service Fee.

Mr. Ryan Sendelbach presented the Third reading of the proposed reduction for the O&M Service Fee. He explained the fee would be the amount the contractor charged plus a $50 late fee, he also explained the fee is only charged if the person did not do what is required of them for the O&M program.

Mr. Vogel made a motion to approve the proposed O&M Service fees that would include the contractor charge plus a $50.00 late fee. Dr. Gase seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dr. Andrew Gase - Yes	Mrs. Deborah Hay - Yes
Mr. Nathanael Heiser – Yes	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

Condemnation

Mr. Heiser made a motion to approve the following condemnations:

1. 641 Broadway Street Fostoria, Ohio
   Owner: Danny & Marla Wagner

2. 8416 E TR 178 Green Springs, Ohio
   Owner: Lowell & Kimberly Fitzpatrick

Mrs. Hay seconded the motion.

Mr. Sendelbach explained that the 8416 E TR 178 Green Springs, Ohio property now has a new owner. The owner is now Tim Hohenstein.

The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dr. Andrew Gase - Yes	Mrs. Deborah Hay - Yes
Mr. Nathanael Heiser – Yes	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

Epidemiologist /Emergency Planner Report

Ms. Dennison reported attending two events: the Suicide Prevention Coalition meeting and the May Healthy Connections event. She noted 28 reports of Class B reportable conditions during the period, of which 15 were determined not to be cases, three remained suspected, and the remainder were confirmed. She also investigated three anomalies.

For accreditation activities, Ms. Dennison worked within the designated domains. In emergency preparedness, she participated in a drill utilizing the MARCS radio system.

Landfill Division Report
Director of Environmental Science and Landfill Compliance reported that he and Jordan Pruitt completed a comprehensive inspection today. He and Jordan have done weekly on-site inspections during the month.

Health Commissioner
Health Commissioner Julie Richards presented her monthly report and activities, noting that Erika Handru was recognized as the Employee of the Month. Commissioner Richards summarized a recent emergency response in Green Springs, where Nursing and Emergency Preparedness staff assisted in safely relocate residents of a nursing home due to extreme heat conditions caused by an air conditioning failure. This coordinated effort involved Sandusky and Seneca county EMS, EMA, and Health departments. She also expressed appreciation to all staff members who assisted in the response. Commissioner Richards also reported that the staff participated in an Accreditation Workday on June 17, 2026. Additionally, a Solid Waste Policy Committee has been established and has held two meetings to date.

Commissioner Richards then reviewed the Cybersecurity plan which was emailed to the Board prior to the meeting.

Mr. Heiser made a motion to approve the Cybersecurity Plan as presented. Dr. Gase seconded the motion. The motion carried unanimously.

Mr. Heiser made a motion to accept the board reports. Dr. Beres seconded the motion. The motion carried unanimously.

Public Comment-None

Executive session
Mr. Heiser made a motion to enter into executive session at 5:30 pm to consider appointment, employment , and compensation of public employees, according to ORC 121.22 G1 of the Ohio Revised Code. Dr. Gase seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dr. Andrew Gase - Yes	Mrs. Deborah Hay - Yes
Mr. Nathanael Heiser – Yes	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

The Board requested that Health Commissioner Julie Richards attend the executive session.

Dr. Wolph announced the return from the executive session at 5:47 pm. Dr. Wolph stated no action was taken.

Mr. Heiser made a motion to approve the employment contract for Health Commissioner Julie Richards. Mrs. Hay seconded the motion. The motion carried upon roll call vote:

Dr. Nathaniel Beres –Yes	Dr. Andrew Gase - Yes	Mrs. Deborah Hay - Yes
Mr. Nathanael Heiser – Yes	Mr. Duane Vogel – Yes	Dr. Clay Wolph – Yes

Dr. Gase made a motion to adjourn the meeting at 5:48 p.m.

The next Board of Health meeting is scheduled for July 23, 2026, at 5:00 pm. at the Seneca County General Health District, Basement Conference Room A, 92 E Perry Street, Tiffin, Oh 44883.

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Board of Health President Board of Health Secretary