Seneca County Board of Health Meeting Minutes

The Seneca County Board of Health met on Thursday, July 23, 2026 at the Seneca County General Health District, Basement Conference Room A, 92 E Perry Street, Tiffin, Oh 44883. With a quorum present, President Dr. Clay Wolph called the meeting to order at 5:00 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.

Dr. Wolph welcomed Dr. James Richard to the Board of Health Meeting. Dr. Richard serves as the Medical Director for the Seneca County General Health District.

Board Members Roll Call:

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

Others Present:
Julie Richards, MA, LSW, LPCC/S, Health Commissioner
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
Erika Handru, Communication Specialist
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 June 18, 2026 and to amend the minutes from the May 28, 2026, Board of Health Meeting. Dr. Gase seconded the motion.

Lisa England noted that the minutes from the May 28, 2026 meeting did not include a record of a roll call and omitted the request for the Health Commissioner to remain during the executive session to consider appointment, employment , and compensation of public employees, according to ORC 121.22 G1 of the Ohio Revised Code. The amended minutes have been updated to reflect these corrections

The motion carried unanimously.

Public Records Request
Communications Specialist Erika Handru reported that the Health District has received five public records requests since the last meeting and they all have been completed.

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

Dr. Andrew Gase - Yes Mr. Nathanael Heiser – Yes Mr. Robert Podach – Yes
Dr. Helena Theixos – Yes Dr. Clay Wolph – Yes

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

Dr. Andrew Gase - Yes Mr. Nathanael Heiser – Yes Mr. Robert Podach – Yes
Dr. Helena Theixos – Yes Dr. Clay Wolph – Yes

Appropriation Transfers
Mr. Podach made a motion to approve the following appropriation transfers:

1. Fund 7092 Get Vaccinated – contract service to hospitalization - $15.00 – 6/17/26
2. Fund 7092 Get Vaccinated – supplies to salaries - $300.00 – 6/17/26
3. Fund 7092 Get Vaccinated – worker's comp to salaries - $100.00 – 6/17/26
4. Fund 7067 Food service – software license/service to supplies - $90.00 – 6/30/26
5. Fund 7092 Get Vaccinated – advertising to travel - $25.00 – 7/13/26

Dr. Theixos seconded the motion. The motion carried upon roll call vote:

Dr. Andrew Gase - Yes Mr. Nathanael Heiser – Yes Mr. Robert Podach – Yes
Dr. Helena Theixos – Yes Dr. Clay Wolph – Yes

Contracts
Dr. Theixos made a motion to approve the following contracts:

1. Pine View Excavating L.L.C. for home sewage treatment systems installation (Berry property), 07/01/2026 – 09/28/2026, not to exceed $29,000.00 (payer).
2. Hoover's Property Services, L.L.C. for home sewage treatment systems installation (Cooper property), 06/23/2026 - 09/20/2026, not to exceed $22,511.00 (payer).
3. Allen Excavating, Inc. for home sewage treatment systems installation (Neikirk property), 06/12/2026 - 09/09/2026, not to exceed $25,900.00 (payer).

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

Dr. Andrew Gase - Yes Mr. Nathanael Heiser – Yes Mr. Robert Podach – Yes
Dr. Helena Theixos – Yes Dr. Clay Wolph – Yes

WIC Division Report
WIC Director Trisha Kahler reported that the Farmers Market caseload is 20 participants, benefits to be issued via an electronic benefit system. She reviewed results from the customer satisfaction survey and confirmed that documentation has been submitted to ODH for the financial monitoring desk review.

Nursing Division Report
Nursing Director Andrea Barrell reported that the Nursing Division had carpet replaced on July 2. She highlighted recent Walk-in Vaccine Clinics held in both Fostoria and Tiffin, as well as the July 21

mobile unit event in Fostoria. The Nursing staff has been working with Epidemiologist regarding recent cyclosporiasis cases. She reported that the Local Public Health Services Collaborative completed a quality assurance review, SCGHD received a 100% pass rate and receiving recommendations to further strengthen practices. Additionally, funding was received from the Tiffin Community Foundation to purchase sunscreen dispenser and educational material.

Environmental Health Division
Environmental Director Ryan Sendelbach discussed the inspections and trainings that the environmental division attended. He noted that results from the campground and pool survey conducted in December were received, with scores of 97% for the pool portion and 93% for the campground portion. The Ohio Department of Health is scheduled to conduct the food portion survey in August.

Condemnation
Mr. Heiser made a motion to approve the following condemnation:

1. 200 Independence Avenue
   Fostoria, Ohio 44830 Owner Dustin Shively

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

Dr. Andrew Gase - Yes Mr. Nathanael Heiser – Yes Mr. Robert Podach – Yes
Dr. Helena Theixos – Yes Dr. Clay Wolph – Yes

Rescind
Mr. Heiser made a motion to approve the following rescind condemnation**:**

1. 203 N Main Street
   Attica Ohio 44807 Owner Mary Rowe

Dr. Theixos seconded the motion. The motion carried upon roll call vote:

Dr. Andrew Gase - Yes Mr. Nathanael Heiser – Yes Mr. Robert Podach – Yes
Dr. Helena Theixos – Yes Dr. Clay Wolph – Yes

Epidemiologist /Emergency Planner Report
Epidemiologist Caitlin Dennison participating in the Health Alliance Chip meeting ad attended CARSA and met with The Ohio Department of Health about infection prevention and learned important updates from PHAB regarding reaccreditation. She noted investigating 27 reports of class B reportable conditions, 9 were determined not to be a case and four were suspected. Ms. Dennison discussed cyclosporiasis cases and that as of the meeting date there were 38 lab confirmed cases in Seneca County.

Landfill Division Report
Director of Environmental Science and Landfill Compliance Ajith Singh Bhagavath Singh provided an update on activities at the Sunny Farms Landfill, including the gas collection system, ground coverage on the existing cells and the beginning of a new cell. He reported that he and Jordan Puritt are conducting regular weekly inspections of the landfill.

Health Commissioner
Health Commissioner Julie Richards presented her monthly report and activities; she noted that Lori Clouse was recognized as the Employee of the Month. Commissioner Richards summarized the

meetings and events she attended during the month. She reported the Health Department has received commitment from Lucas County to fund the Linkage Navigator position for an additional two years. She also discussed working on the documentation for reaccreditation.

Dr. Gase discussed the need to recruit more primary care Doctors for the Tiffin area.

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

New Business
Review of the Ethics Policy
Health Commissioner Richards discussed the modifications to the Ethic policy. She noted that the Ethics Committee will review the issue of distributing expired Naloxone The committee will convene to discuss the matter and determine whether further revisions to the Ethics Policy are necessary.

also stated that there is a topic for the Ethics committee to review, the distribution of expired Naloxone. The committee will meet to discuss the topic and will also see if the Ethics policy needs any further modifications.

Public Comment-None

Mr. Podach made a motion to adjourn the meeting at 5:38 p.m.

The next Board of Health meeting is scheduled for August 27, 2026, at 5:00 pm. at the Seneca County General Health District, Basement Conference Room A, 92 E Perry Street, Tiffin, Oh 44883.

_____ _____

Board of Health President Board of Health Secretary