**Board Meeting Minutes |November 16, 2023 | 10:30 a.m. | Licking County Health Department**

1. **Call to Order – Sarah Burkholder**
2. **Acceptance of Agenda**

Motion by: Steve Ruckman Seconded: Dustin Kent

1. **Legislative Update**
	1. Legislative Updates - **Hicks Partners (Eric & Tony)**
		1. House Bill 507 lawsuit – Food Survey
			1. The Ohio Attorney General’s office stated the provisions lawsuit are moot. No ruling by the court yet, so ongoing not sure on the timeline.
		2. Food survey exam call November 9th, 2023
			1. Developing questions and some debate on style of questions, number of questions, (shall not exceed 50 questions), if more than 50% of staff fail then it counts as one of the three for provisional. Discussed paper and/or electronic test. Updated version of their rule draft prior to the tentative Dec 14th meeting
		3. Buckeye Institute policy brief regarding occupational licensure
			1. Nonpartisan conservative think tank which is driving the occupational license review. The REHS/REHSIT fees reviewed updated because of this group. Our licenses (REHS/EHSIT) are up for review in 2024.
		4. Senate Bill119
			1. Opponent testimony, more hesitation in the house, the bill is not being fast tracked.
2. **Secretary’s Report and Approval of August and October Minutes– Jeff Gibbs**

Motion by: Steve Ruckman Seconded: Sarah Badenhop

1. **Administrative Aide’s Report – Vicki Johnson**
	1. Total 2023 OEHA memberships to date is 553, when you add the new (46) members that have applied for 2024 membership this brings the total to 600 which exceeds the 2019 memberships.
	2. District Directors need to send CEU’s list to Vicki.
	3. Profits need to be turned into Eric, please do it by mid-December.
	4. Membership renewal letter to go out next week, membership application needs to be updated on website.
	5. Eric to review increased costs of telecoms and adjust Vicki’s salary accordingly.
	6. There is currently1134 active REHS, 435 active EHSIT’s in Ohio
2. **Public Affairs Report- Steve Ruckman**
	1. Meeting last Thursday, touched on OPHAB, next meeting in December. Uniform food safety code update, working with technical review committee. Discussions: Public Health Nuisance recommendations, Senate Bill 119 discussed it’s an ongoing thing, special use pool bill not a lot happening, discussion on banning mask mandates, Joe Mazzola touched on the food insecurity workgroup, under bill review HB 315 (Township Law), House Bill 300 opiate treatment program, House Bill 280 lead testing - discussions about Toledo Lucas County pending court case, AOHC to monitor House Bill 280.
3. **Old Business**
	1. Membership/Professional Development Committee- **Carrie Yeager**
		1. Meeting last week, Luke to discuss with IT to create an app.
		2. Leadership class in May and June in Union County
		3. Need to meet with Eric for budget.
		4. Next meeting Dec 14th, 2023
	2. WHOVA- **Eric Zgodzinski**
		1. Eric is working with Daniel at WHOVA, Work Force Development grant to fund this app. Once receive approval from ODH for funding we will enter into a contract with WHOVA.
	3. AOHC Public Health Nuisances Workgroup - **Steve Ruckman**
		1. REHS that enforces nuisances, Tonia Burford, Paul Depasquale in AOHC capacity, attempting to recruit two OEHA reps, Melissa Adams and looking for another person from possibly Southeast area. Steve to get with Beth at AOHC to share two names from OEHA.
	4. Workforce Development Grant- **Eric Zgodzinski**
		1. No money has been spent at this point, $206,000. Submitted quarterly report to ODH showing no expenditures.
4. **New Business**
	1. Ohio Public Health Partnership final changes- **Chad Brown** or **Sarah Burkholder**
		1. Steve to review bylaws at AOHC and OEHA would need to take board action. Sarah to bring this up again at the December Board meeting.
	2. NEHA Hill Day- **Steve Ruckman or Sarah Burkholder**
		1. Steve and Dustin attended the last affiliates meeting and were concerned with benefits to OEHA as we have strong representation and partnerships with Hicks partners and other state partners.No agenda has been established yet and it’s very expensive.
5. **President’s Report – Sarah Burkholder**
	1. ODH proposed food re-survey process discussion.
		1. Bobbi Krabill from ODH reached out to Sarah and asked that the proposed fix would be to resurvey in one year. OEHA board to review the proposal and partner with ODH.
	2. University of Cincinnati presentation
		1. Thanks to Eric for the invite to speak (Sarah, Steve, and Chad), at UC, talked about OEHA, Hicks partners, policy.
	3. Preparing for end of year
		1. Looking for 2024 fiscal budget to vote on in near future, should be available next month, similar to 2023 budget.
		2. Next board meeting is scheduled at Licking County Health Department, due to the holiday so close to meeting a decision was made to move it to a virtual meeting via zoom
6. **Vice President’s Report – Stephanie Johnson**
	1. In the process of finalizing speakers in April, change to three breakout sessions instead of four. Next meeting is scheduled for the following Tuesday. We are on track to have everything completed by end of January. Save the date to come out soon via email.
7. **Treasurer’s Report – Eric Zgodzinski**
	1. $119,000 total in credit union and Huntington accounts. Districts are starting to spend down by each district.
	2. Secured new Accountant, Heather Dolen with SEO CPA Group LTD.
	3. Working to complete process for district conference to use credit cards and link them together so each transaction can go to each district’s accounts.
	4. Completed transfer of sponsor funds as well as registration funds to all the districts.
	5. Remember to close out books by Dec 31.
	6. Work Force Development grant – trying to help place students from universities into LHD as internships.
	7. Conference gifts – need to evaluate cost and benefit to members.
8. **District Directors Reports**
	1. Northeast – Laura Fauss
		1. $1200 for George eagle, netted $7800, Courtney Myers received outstanding sanitarian award, Colten masters received the membership award, Shiny Star EHSIT award with less than 3 years went to Alexis Naughten, Courtney Grossman will be the next District Director.
	2. Northwest – Molly Brownell
		1. Haven’t met since the conference, Dec 7th next meeting, discuss evaluations review contracts and topics for next year conference.
	3. Southeast – Sarah Badenhop
		1. Not much of an update, working on financials, plan to meet with planning committee in December. Sarah asked about how other Districts handle overnight stay for the District Directors as well as the registration for the conference. Historically it’s covered by the venue’s contract or each district’s budget. Vicki mentioned a past policy that the rooms should be paid for by your agency and if not then by each districts budget.
	4. Southwest – Ryan Peltier
		1. Took the month of October off as committee, plan to meet on December 14, holiday luncheon at Olive Garden, planning to go over evaluations and planning for next fall conference. Shelby Simmons will be the next District Director and Alex Dayton will be the Director Elect.
9. **Next Board Meeting: December 21, 2023 via Zoom**

Motion to adjourn: Steve Ruckman Second: Dustin Kent