

**MORGAN COUNTY BOARD OF
HEALTH MEETING MINUTES**
July 16, 2026

CALL TO ORDER:

At 9:00 a.m. President Elaine Flesher called the regular session to order.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mrs. Flesher with all participating.

ROLL CALL:

Mrs. Flesher called the roll as follows:

President Elaine Flesher – Here; Mrs. Rhonda Smith – Here; Dr. Barbara Murrell – Here; Dr. Kylee Swingle – Here. Michael Huck was absent.

STAFF PRESENT:

Jeff Michaels, Administrator; Lynn Mercer, Accreditation Coordinator; and Peydon Kincaid, Fiscal Specialist.

GUESTS:

Steve Best, County Commissioner and Jake Woodward

READING AND APPROVAL OF MINUTES:

Minutes of the June 18th Regular Session were reviewed. Dr. Murrell made a motion to approve the minutes. Dr. Swingle seconded the motion. All in favor. Motion carried.

Peydon Kincaid entered the meeting at 9:04 a.m.

PUBLIC PARTICIPATION

Commissioner Best reported that the Board of Health met with commissioners on Monday and discussed reasons they wanted to keep utilizing the 2nd floor of the health department building. Commissioners also met with the Director of the Senior Center, Amber Wilson. Ms. Wilson did not feel the 2nd floor space would work well for her needs. The decision was made to not take the floor at this time. Commissioners are looking for a suitable space for the Senior Center.



Commissioner Best said he is pleased to hear that Mr. Michaels is utilizing Eric Leach to look for additional funding. Mr. Michaels said Mr. Leach has lots of ideas and was very helpful.

The commissioners are also looking at the Kroger building to see what can be done with it. They asked Mr. Michaels to do an inspection of the building. When his report is complete, Commissioner Best asked Mr. Michaels to forward a copy of the report to Mr. Leach.

County Commissioners are working on improving communication between the commissioners and the health department. They requested an AI generated monthly report from Mr. Michaels so they could see what the health department is doing. Mrs. Flesher noted that Mr. Michaels has had to take on additional duties in Environmental Health on top of his already full work load. He recently had to cancel his vacation due to work load. She is not willing to assign him another task—especially when he doesn't report to the commissioners. He reports to the Board of Health. Dr. Murrell asked why the commissioners couldn't just read Mr. Michael's monthly Administrators Report. Dr. Swingle stated that the Administrator's Report was only 1.5 pages long. She asked if that is short enough. Commissioner Best agreed that it is. Dr. Murrell asked how the Board of Health can get more communication from the commissioners. The Board would like to be better informed. Commissioner Best said he comes to monthly Board of Health meetings and shares what they are doing. Dr. Murrell said the Board needs to be more purposeful in their interaction with him and look at his input at Board meetings as a report rather than casual conversation. Mrs. Flesher expressed concern with the way the relocation situation was handled.

Commissioner Best said he thought the meeting on Monday went well and that the commissioners listened to the Board's concerns. The Board expressed their appreciation that Commissioner Best attends the monthly Board of Health meetings. Mrs. Flesher said she did look into the rules for the Federal Funding the health department received to upgrade the 2nd floor of the health department. The money would have to be paid back if that space is no longer being used as part of the health department. She asked who would be responsible for paying that back. Commissioner Best said it would probably be the commissioners.

Dr. Murrell said the Board of Health was not aware of plans to expand the jail. Commissioner Best said he doesn't share everything the commissioners are working on because some of it does not impact the health department. Mrs. Flesher said it would if there is an infectious disease outbreak in the jail. Mr. Michaels said if prisoners are being held there, the county is responsible for their health and well-being and they would need a Medical Director. Commissioner Best said it would only be a 12 day hold facility. Currently, prisoners have to be taken back and forth to Nelsonville.

Dr. Murrell asked Mrs. Flesher if she would be okay with Mr. Michaels sending the commissioners his monthly Administrators Report. Mrs. Flesher agreed that would be fine. Mrs. Smith suggested he just email it to the commissioners. Mr. Michaels said he can do that.

EXPENSES AND BALANCES REVIEW/APPROVAL:

Mr. Kincaid reviewed the Revenue, Expense, and Statement of Cash reports. He highlighted revenue



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that came in from the Mosquito Grant and miscellaneous revenue from plumbing fees and the Tobacco Grant deliverables. On the Expense Report, he noted the quarterly remittance for birth and death certificates and the last payment of PHEP to Noble County.

Mr. Michaels asked Mr. Kincaid to discuss his interaction with the State Auditors who are onsite. Mr. Kincaid said they ask a lot of questions daily, but he thinks the audit is almost finished.

Dr. Murrell made a motion to approve the Expenses and Balances. Mrs. Smith seconded the motion. All in favor. Motion carried.

EXECUTIVE SESSION:

At 9:27 a.m. Mrs. Smith made a motion to go into Executive Session to discuss personnel appointment, employment, dismissal, discipline, promotion, demotion and/or compensation. Dr. Swingle seconded the motion. Roll call vote:

Mrs. Flesher – aye; Mrs. Smith – aye; Dr. Murrell – aye; Dr. Swingle – aye

Jake Woodward and Commissioner Best remained in the meeting. Peydon Kincaid and Lynn Mercer left the meeting.

At 9:59 a.m. Jake Woodward left the meeting.

At 10:07 a.m. Commissioner Steve Best left the meeting.

The Board returned to regular session at 10:59 a.m. with no action taken.

BOARD CEUs:

CEUs will be held until next month.

OLD BUSINESS:

None

NEW BUSINESS:

Mrs. Smith needs a physician's order to receive free nasal epinephrine for Morgan Local School District. She would receive 2 adult and 2 child doses to keep on hand. As those are used, she can request additional supplies. Mrs. Flesher asked what the shelf life is. Mrs. Smith said it is about 18 months. This program has an action plan through the Ohio Department of Health and a form that must be signed by a physician. Dr. Clark said he can't personally sign it due to liability, but he can sign it if he is doing it on behalf of the health department. Mrs. Smith said Dr. Clark signed one for this program for Warren Local Schools through the Washington County Health Department.



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Dr. Murrell made a motion to approve the collaboration to enable Morgan Local Schools to obtain free nasal epinephrine with Dr. Clark's signature. Dr. Swingle seconded the motion. Mrs. Smith abstained from voting due to conflict of interest. All other board members approved the motion.

HEALTH COMMISSIONER/MEDICAL DIRECTOR REPORT: (None available)

ADMINISTRATOR'S REPORT: (Handout and verbal)

ACCREDITATION REPORT: (Handout)

PUBLIC HEALTH NURSING AND EPIDEMIOLOGY REPORTS: (Handouts)

Mrs. Flesher asked for a more detailed report from the Director of Nursing. She doesn't feel the report accurately reflects everything the Director of Nursing is working on.

MISCELLANEOUS:

Dr. Clark requested an update on the Main Street building. Dr. Swingle said Mr. Becker has obtained permits to make repairs on the building.

A discussion took place regarding the lack of air conditioning in the McConnel Manor. Dr. Murrell asked what the Board of Health could do about the situation. Mr. Michaels said he contacted Rick Dostal and he is sending Mark Heiner from his office to inspect the manor.

ADJOURNMENT:

Dr. Murrell made a motion to adjourn at 11:25 a.m. and Dr. Swingle seconded the motion. The next Board meeting will be held Thursday, August 20th at 9:00 a.m.

Elaine Flesher, President

Dr. Richard Clark, HC/Medical Director

Jeff Michaels, Administrator