

GREENE COUNTY
BOARD OF HEALTH MINUTES
February 5, 2026
(26-02-05)

The Greene County Board of Health met in regular session on Thursday, February 8, 2026, in Conference Room 124 of the health district office. The meeting convened at approximately 6:30 p.m.

In attendance: Sylvia Ellison, President; Timothy Roop, Vice President; Jane Clifton; Todd Dudley; Scott Hammond; William Harden; Ashley Hartmann; Marty Larson; Angelia Mickle (virtual); Nancy Terwoord; David Thompson. Excused: Connie Helmuth and Ratna Palakodeti, M.D.

Employees in attendance: Noah Stuby, Deputy Health Commissioner; Medical Director; Shadrick Adams; Jennifer Barga, Sheryl Wynn, and Olivia Detty. Excused: Melissa Howell, Health Commissioner, and Kevin Sharrett, M.D.

With a quorum, Ms. Ellison called the meeting to order at 6:30 p.m. and announced that Ms. Mickle was attending virtually.

ADOPTION OF CONSENT AGENDA/MINUTES OF PREVIOUS MEETINGS

Ms. Ellison introduced the consent agenda and the January 8, 2026, meeting minutes.

#26-02-08-02 Mr. Harden moved to approve the consent agenda and the January 8, 2026, meeting minutes. Ms. Clifton seconded the motion. The motion was carried by acclamation.

PRESENTATION

In collaboration with the Ohio Association of Boards of Health and the Association of Ohio Health Commissioners, the Kent State University College of Public Health made available a series of short continuing education (CE) modules that local boards of health may use to fulfill their CE requirements in Ohio Administrative Code Section 3701-36-03. The content of these continuing education modules is based on areas identified in the 2020 and 2024 CE needs assessments.

In tonight's video, "What Does it Cost to Provide Foundational Public Health Services in Ohio," Susan Tilgner, Executive Director of the Ohio Public Health Institute, presents data from the Annual Financial Reports of local health departments about the resources needed to fully implement Foundational Public Health Services in Ohio.

The video lasted for 18 minutes.

FINANCIAL REPORTS

Deputy Health Commissioner Stuby reviewed the January income and expenditure report, the January voucher summary, and the appropriation transfers and fund transfers/temporary advances. Deputy Health Commissioner Stuby answered all questions satisfactorily.

#26-2-05-01 Mr. Harden moved for approval of the January income and expenditure report, voucher summary, appropriation transfers, and fund transfers/temporary advances. Mr. Thompson seconded the motion. The motion was carried by acclamation.

GOVERNANCE REPORTS

Governance Committee – No report.

Performance and Evaluation Committee – No report

Planning and Finance Committee – Mr. Larson reported that the committee met at 5:45 PM to review the retirement payout for Mr. John Richard Schairbaum. Mr. Schairbaum is retiring effective February 27, 2026, after 34 years of public service. The committee voted to recommend the approval of Mr. Schairbaum's estimated \$34,975.24 retirement payout.

#26-2-05-03 Mr. Larson moved, on behalf of the Planning and Finance Committee, to approve Mr. Schairbaum's estimated \$34,975.24 retirement payout. The motion was carried by acclamation.

NEW BUSINESS

Deputy Health Commissioner Stuby introduced a Sick Leave Conversion Policy that would allow eligible employees to convert accrued sick leave to personal leave.

The board discussed and offered suggestions regarding the proposed policy, which Deputy Health Commissioner Stuby will take back to HR for revisions. An updated version of the policy will be sent to board members once revisions have been made.

Ms. Ellison read the following resolution for Mr. John Richard Schairbaum, Environmental Health Program Manager, recognizing his 24 years of dedication to Greene County Public Health:

RESOLUTION OF APPRECIATION – JOHN RICHARD SCHAIRBAUM

The Greene County Board of Health wishes to recognize and commend:

John Richard Schairbaum for his outstanding, dedicated service to Greene County Public Health.

WHEREAS: **John Richard Schairbaum** will retire effective **February 27, 2026**; and,

WHEREAS: Said retirement will conclude a career in public health of over **24 years** of dedicated to Greene County Public Health and the residents of Greene County; and,

WHEREAS: His concern and empathy for the Greene County community in the performance of those duties is greatly appreciated.

SO BE IT RESOLVED BY THE GREENE COUNTY BOARD OF HEALTH:

- Section 1. The Greene County Board of Health wishes to express its appreciation of John Richard Schairbaum's service on behalf of Greene County Public Health and the residents of Greene County.
- Section 2. That a copy of this resolution be presented to John Richard Schairbaum's as a small token of the Greene County Board of Health's appreciation for his years of dedicated service.

#2026-02-25-04 Timothy Roop moved for the approval of the resolution of appreciation for John Richard Schairbaum. William Harden seconded the motion. The motion carried by acclamation.

Ms. Ellison read the following resolution for Mr. Marty Larson, Board of Health member, recognizing his 4 years of dedication to Greene County Public Health:

RESOLUTION OF APPRECIATION – MARTY LARSON

The Greene County Board of Health wishes to recognize and commend:

Marty Larson for his leadership and service to the Greene County Board of Health, Greene County Public Health, and the Greene County community.

WHEREAS: The City of Xenia appointed Mr. Larson as representative to the Greene County Board of Health effective March 24, 2022; and

WHEREAS: During his tenure with the Board of Health, Mr. Larson served on the Planning and Finance Committee and was Chair for the committee in 2025 and 2026; and

WHEREAS: Mr. Larson's loyalty to the Greene County community during his service with Greene County Public Health and the Greene County Board of Health has provided an incredible example of public service.

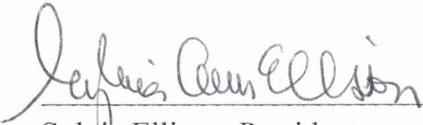
SO, BE IT RESOLVED BY THE GREENE COUNTY BOARD OF HEALTH:

- Section 1. The Greene County Board of Health wishes to express its appreciation for Mr. Larson's 4 years of service on behalf of the Greene County community and Greene County Public Health.
- Section 2. That a copy of this resolution be presented to Mr. Larson as a small token of the Greene County Board of Health's appreciation for his faithful, dedicated service.

#2026-02-25-05 William Harden moved for the approval of the resolution of appreciation for Marty Larson. Nancy Terwoord seconded the motion. The motion carried by acclamation.

Ms. Ellison reminded the board that the District Advisory Council meeting will take place on Tuesday, March 17, 2026, at 6:00 p.m. All board members are invited to attend.

There being no additional business, the meeting was adjourned at approximately 7:30 p.m.



Sylvia Ellison, President



Melissa Howell, Secretary
Noah Stuby