

Present: Andrea Cinadr, Health Commissioner; Mayor Brian Saterfield, President; Shellie Burgin, President Pro Tempore; Heidi Matney, Board Member; Amie Wolf, BOH Member; Terri Murphy, Administrative Services Director/Vital Stats Registrar; Matt Schwab, REHS, Director of Environmental Health; Sarah Miley, Reproductive Health & Wellness Program Manager; Brandi Riddlebaugh, RN, Director of Nursing

Absent: Amanda Moran, Board Member; Mike Flick, Board Member

1 Call to Order

Minutes:

Shellie called the meeting to order at 7:30am.

Result: Approved

2 Marion-Crawford Youth Clyde Survey Presentation

Christi Eckert, Guest

Please welcome Christi Eckert, Galion native, Chair of the Crawford County Prevention Coalition.

Minutes:

Ms. Christi Eckert shared the data from the Clyde Youth Survey that was given to students at all the Crawford County Schools in October of 2025. Most of the data points to the fact that agencies need to do better education to both parents and youth about the damage that tobacco, alcohol, THC, and other drugs may do to a developing brain.

Result: Approved

3 Approval of Consent Agenda

Motion to approve the consent agenda for February 10, 2026 as presented by: _____ Second by: _____
_____ Abstentions: _____ Roll Call Vote Needed

*Note any consent agenda items to be removed, if necessary.

Result: Approved

Motioned: Amie Wolf

Seconded: Heidi Matney

Voter	Yes	No	Abstained
Shellie Burgin, President Pro Tempore	X		
Heidi Matney, Board Member	X		
Amie Wolf, BOH Member	X		

3.1 Health Commissioner Report

Andrea Cinadr, Health Commissioner

See attached Health Commissioner Report.

Attachments:

[January 2026 HC Monthly Report.pdf](#)



Tuesday, February 10, 2026 7:30am - 8:30am

3.2 Nursing Division Report

Brandi Riddlebaugh, RN, Director of Nursing

See attached Nursing Division Report and School-based Health Services Report.

Attachments:

[Monthly_Report-DON Jan_2026.pdf](#)

3.3 Environmental Division Report

Matt Schwab, REHS, Director of Environmental Health

See attached Environmental Division Report.

Attachments:

[January_EH_Report_BOH_02.04.2026.pdf](#)

3.4 STI/HIV Grants Monthly Updates

Sarah Miley, Reproductive Health & Wellness Program Manager

See November/December report attached.

Attachments:

[January_2026_STI_HIV_BOH_Update.pdf](#)

3.5 Outreach Reports

See attached outreach reports

Attachments:

[IMG_3050.heic](#)

3.6 Legislative Updates

See attached legislative updates from US PH Funding 2026

Attachments:

[FY26_US_PH_Funding_Budget.pdf](#)

3.7 Contracts

Contracts that were entered into by the Health Commissioner.

Attachments:

[Signed_PT_Contract_Credentialing_2026.pdf](#)

3.8 Board of Health Continuing Education (ORC 3701.342)

Reminder to BOH members that two (2) hours of continuing education are required to be completed each calendar year, per ORC 3701.342.

Verification sheets (attached), and copies of certificates (if applicable) need to be submitted to Health Commissioner. There is an applicable training on Sunshine Laws (very good for new members) available December 3, 2025 at 1:00pm virtually at the following link: www.ohioattorneygeneral.gov/Legal/Sunshine-Laws/Sunshine-Law-Training There are also On-Demand classes that you may take on their website for CE's.

More CEU's are available at : <https://www.kent.edu/publichealth/local-boards-health-continuing-education-lecture>



Tuesday, February 10, 2026 7:30am - 8:30am

4 Approval of the Agenda

Motion to approve the agenda for February 10, 2026 as presented by:_____Second by:
 _____Abstentions:_____Roll Call Vote Needed

*Note any items removed from the consent agenda to be added, if necessary.

Result: Approved

Motioned: Amie Wolf

Seconded: Heidi Matney

Voter	Yes	No	Abstained
Shellie Burgin, President Pro Tempore	X		
Heidi Matney, Board Member	X		
Amie Wolf, BOH Member	X		

5 Approval of Board of Health Meeting Minutes

Motion to approve the January 13, 2026 GCHD Board of Health Meeting Minutes as presented by_____Second by_____
 Roll Call Vote Needed

Result: Approved

Motioned: Amie Wolf

Seconded: Shellie Burgin

Voter	Yes	No	Abstained
Shellie Burgin, President Pro Tempore	X		
Heidi Matney, Board Member	X		
Amie Wolf, BOH Member	X		

Attachments:

[Draft_Minutes_01-13-26.pdf](#)

6 Approval of Finance Reports

Motion to approve the January 2026 Finance Reports as presented by:_____Second by:
 _____Abstentions:_____Roll Call Vote Needed

*If the Auditors Office has not closed out the month in time for finance reports to be completed, they will be provided at the next BOH meeting.

Minutes:

Terri explained that she had an unexpected absence all of last week. Andy also explained that the auditor's office closed the month of January but removed us from the mailing list so we were not notified until yesterday that the month was closed. The January fiscal reports will be reviewed for vote at the March meeting.

Result: Tabled

7 Old Business

7.1 Office Space

Andrea Cinadr, Health Commissioner

Discussion only

Minutes:

Andy explained that we need just one more space for an office, and in the past this was denied by the mayor's office. Andy just wanted to make everyone aware that this is still a need and would like consideration.

Mayor said he will look into this request.

Attachments:

[2026_Email.pdf](#) [2021_Email.pdf](#)

[October_2021_Email_no_answer.pdf](#) [November_2021_with_answer.pdf](#) [2024_Email.pdf](#)

[July_2024_Email.pdf](#)

8 New Business

8.1 Motion to Apply for STI 26 Grant

Sarah Miley, Reproductive Health & Wellness Program Manager

Motion to allow the GCHD to apply for the STI 26 Grant that is due February 20, 2026 ____ Second by ____ Roll Call Vote Needed

Result: Approved

Motioned: Heidi Matney

Seconded: Amie Wolf

Voter	Yes	No	Abstained
Shellie Burgin, President Pro Tempore	X		
Heidi Matney, Board Member	X		
Amie Wolf, BOH Member	X		



Tuesday, February 10, 2026 7:30am - 8:30am

8.2 Motion to Accept Donations for Garden Supplies

Brandi Riddlebaugh, RN, Director of Nursing

Motion to allow GCHD to use "Dine to Donate" funds for our initiatives to Make Galion Healthy Again by purchasing gardening supplies presented by _____ Second by _____ Roll Call Vote Needed

Minutes:

The mayor did clarify that yes, the GCHD may accept donations.

Result: Approved

Motioned: Heidi Matney

Seconded: Amie Wolf

Voter	Yes	No	Abstained
Shellie Burgin, President Pro Tempore	X		
Heidi Matney, Board Member	X		
Amie Wolf, BOH Member	X		

Attachments:

Fundraising_flyer 7459_.pdf [Panera_GCHD.jpg](#)

8.3 Motion to Accept Proposal for Strategic Planning Process

Andrea Cinadr, Health Commissioner

Motion to allow GCHD to contract with Moxley Public Health LLC for \$7,000 (funds are appropriated from the Workforce Development 23 Grant) to initiate the process and complete the Strategic Plan for GCHD 2027-2029 as presented by _____ Second by _____ Roll Call Vote Needed

Minutes:

Andy explained that this group is the same group that worked on the CHA and CHIP for us so it will be positive to have someone familiar to tie it all together.

Result: Approved

Motioned: Amie Wolf

Seconded: Heidi Matney

Voter	Yes	No	Abstained
Shellie Burgin, President Pro Tempore	X		
Heidi Matney, Board Member	X		
Amie Wolf, BOH Member	X		

Attachments:

[2.2.2026_Galion_City_Health_Department_Strategic_Plan_Proposal.pptx.pdf](#)



Tuesday, February 10, 2026 7:30am - 8:30am

8.3 Permission to Request City Council to Appropriate Funds

Terri Murphy, Administrative Services Director/Vital Stats Registrar

Motion to approve the GCHD to request that City Council appropriate funds in 240 HIV fund line, adding approximately an additional \$44,000 to better reflect the spending in HP26 that begins June 1, 2026
Second by _____ Roll Call Vote Needed

Minutes:

Terri explained that the grants do not align with each other nor with the Galion City fiscal year, making it very difficult to prepare a budget that accurately appropriates all the necessary funding in the correct categories. Mayor Saterfield suggested that we prepare the legislation that we need for the finance meeting and send to both Auditor Wade and council clerk, Julie Bell.

Result: Approved

Motioned: Amie Wolf

Seconded: Heidi Matney

Voter	Yes	No	Abstained
Shellie Burgin, President Pro Tempore	X		
Heidi Matney, Board Member	X		
Amie Wolf, BOH Member	X		

Attachments:

[Revised_HIV_Budget-Appropriations_2026.01.28.xlsx](#)

9 Executive Session (as needed)

Minutes:

Not needed

10 Next Scheduled Board of Health Meeting

Andrea Cinadr, Health Commissioner

Need to change this date, open to discuss : March 10, 2026 at 7:30am Galion City Health Department Board Room

See attached GCHD BOH meeting dates. Galion City Council-February 10, 2026 7:00pm

Police, Fire, Health Subcommittee Meeting is scheduled for February 18, 2026 at 7:00pm in Council Chambers Finance Meeting - February 18, 2026 at 7:00pm

Minutes:

Discussion settled on scheduling a Special BOH meeting on Wednesday March 4, 2026 at 7:30am in lieu of the regular meeting date, because Andy will be out of town.

Result: Approved

Attachments:

[2026 Board of Health Meeting Dates.docx](#)



Tuesday, February 10, 2026 7:30am - 8:30am

11 Adjournment

Minutes:

Shellie adjourned the meeting at 8:21am.

Result: Approved

X

Shellie Burgin
GCHD BOH President Pro-Tempore

X

Andrea Cinadr
Health Commissioner