



Tuesday, July 14, 2026 7:30am - 8:30am

Present: Andrea Cinadr, Health Commissioner; Mayor Brian Saterfield, President; Shellie Burgin, President Pro Tempore; Amanda Moran, 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: Mike Flick, Board Member; Heidi Matney, Board Member

1 Call to Order

Minutes:

Mayor Saterfield called the meeting to order at 7:30am.

Result: Approved

2 Approval of Consent Agenda

Motion to approve the consent agenda for July 14, 2026 as presented by:_____Second by:
_____Abstentions:_____Roll Call Vote Needed

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

Result: Approved

Motioned: Amanda Moran

Seconded: Amie Wolf

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

2.1 Health Commissioner Report

Andrea Cinadr, Health Commissioner

See attached Health Commissioner Report.

Attachments:

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

2.2 Nursing Division Report

Brandi Riddlebaugh, RN, Director of Nursing

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

Attachments:

[Monthly_Report-DON June_2026.pdf](#)

2.3 Environmental Division Report

Matt Schwab, REHS, Director of Environmental Health

See attached Environmental Division Report.

Attachments:

[June EH Report 07.07.2026.pdf](#)

2.4 STI/HIV Grants Monthly Updates

Sarah Miley, Reproductive Health & Wellness Program Manager

Attachments:

[STI HIV June 2026 BOH Update.docx](#)

2.5 Outreach Reports

See the several attached outreach reports

Attachments:

[Outreach Report First Friday in Galion 060526.pdf](#)

[Outreach Report Summer lunch 6.15.26.pdf](#)

[Outreach Report Summer Lunch 6.9.2026.pdf](#)

[Outreach Report Farmer s Market 6.13.26.pdf](#)

[Outreach Report - Mansfield Pride June 2026.pdf](#)

2.6 Legislative Updates

See attached legislative updates from AOHC

Attachments:

[AOHC Legislative Updates June.docx](#)

2.7 Contracts

Andrea Cinadr, Health Commissioner

Contracts that were entered into by the Health Commissioner.

Attachments:

[City Magnet.pdf](#)

[GBS_City_of_GalionOH Health Department](#)

[BAA 062626.doc - Signed v3.pdf](#)

2.8 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 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-lectures>

Attachments:

[BOH CE Sign-off TEMPLATE.docx](#)

2.9 Policies/ Procedures Reviewed/ Revised (NOT requiring BOH approval)

See Attached Updated TB Screening Form

Attachments:

[TB Screening Form 2026.pdf](#)

3 Approval of the Agenda

Motion to approve the agenda for July 14, 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: Shellie Burgin

Seconded: Amie Wolf

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

4 Reports

Andrea Cinadr, Health Commissioner

For June, I would like to share the special appreciation that I have for the GCHD staff. Brandi goes above and beyond in public health nursing and public health education to do great work with the car seat classes, Bingocize class, gardening, and immunizations. Matt is also a great addition to GCHD by giving the community his gardening talents, applying for grants in the EH programs, and willingly working outreach. His scrap tire stats are attached. Kori Gillam often goes the extra mile to help people in the community without recognition, but this month she did!!! It is attached. Terri Murphy is a superb (local) addition to our staff, and I am so grateful for her hard work. She is great. Sarah, Abby, and Jenny (the sexual health group) are outstanding to work with.....even though much of their work is grant-oriented or mandated, they help our department in so many good ways with outreach/education, sponsoring events, and even bringing new clientele into Galion. The accolades we receive about this trio from the ODH and other partners are well-deserved. I am one lucky HC right now.

Result: Approved

Attachments:

[K Gillam Appreciation 061726.pdf](#) [June 20 2026 Scrap Tire Event.pdf](#)

5 Approval of Board of Health Meeting Minutes

Motion to approve the June 9, 2025 GCHD Board of Health Meeting Minutes as presented by____Second by____

Roll Call Vote Needed

Result: Approved

Motioned: Amie Wolf

Seconded: Amanda Moran

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

Attachments:

[060926 Draft Minutes.pdf](#)

6 Approval of Finance Reports

Terri Murphy, Administrative Services Director/Vital Stats Registrar

Motion to approve the June 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 acknowledged some of the larger expenses and what they were spent on from the WF23 grant.

She also pointed out that she will need to appropriate monies for HIV and now also for salaries & benefits according to the auditor's office.

Result: Approved

Motioned: Amie Wolf

Seconded: Amanda Moran

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

Attachments:

[Fiscal Report 2026.06.pdf](#)

7 Old Business

7.1 Approval of the Revised GCHD BOH By-Laws

Andrea Cinadr, Health Commissioner

Motion to approve the updated GCHD Board of Health By-Laws to include the rules on having a virtual public meeting as presented by _____ Second by _____ Roll Call Vote Needed

Minutes:

Tabled at the June meeting. Andy tried to include the option for virtual meetings. Amie pointed out a possible conflict that says you must meet in-person but then goes on to talk about virtual options.

Shellie says the virtual options seem difficult to meet the requirements.

If BOH's or council are paid members, virtual options are void. The Board decided to table again and have the law director review.

Result: Tabled

Attachments:

[GCHD Bylaws 2026 Draft.pdf](#)

7.2 Approval of Revised Workplace Wellness Policy

Andrea Cinadr, Health Commissioner

Motion to approve the revised GCHD Workplace Wellness Policy to include functions that support a digital detox and reset while remaining at work as presented by _____ Second by _____

Roll Call Vote Needed

Minutes:

Andy explained that part of this policy is updated to include options to increase workforce wellness and retention.

Shellie says to take out the word possibly in the first paragraph. Brian also says to take out the word massage chair and put equipment.

With the above changes, the BOH has decided to approve the policy.

Result: Approved

Motioned: Amie Wolf

Seconded: Amanda Moran

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

Attachments:

[Workplace Wellness Policy.docx](#)

8 New Business

8.1 Motion to Apply for Additional WF23 Monies

Andrea Cinadr, Health Commissioner

Motion to allow the health commissioner to apply for \$90,000 from the Ohio Department of Health, additional WF23 monies that shall be spent by November 30, 2027 as presented

by _____ Second by _____ Roll Call Vote Needed

Minutes:

The additional \$90,000 shall be spent from September 1, 2026 to November 30, 2027.

Result: Approved

Motioned: Amanda Moran

Seconded: Shellie Burgin

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

Attachments:

[WF23 June 2026 Reallocation Notice15033 Galion City Health Department.pdf](#) [WF 23 Reallocation.pdf](#)

8.2 Motion to Approve Salary Schedule Updates

Andrea Cinadr, Health Commissioner

Motion to approve salary schedule updates to reflect more comparable hourly rates with other local health departments and to retain key personnel as presented by_____Second by_____

Roll Call Vote Needed

Passed Failed

Minutes:

Amie understands the need to make competitive salaries compared to other health departments, but it also needs to take into consideration the rest of the city of Galion payroll as we are trying to be on the same team. She wants us to be in line with other people in the city. However, Shellie pointed out that the health department employees are specific positions that cannot necessarily be compared to city personnel positions.

Amie pointed out that everyone here does amazing work, but we need to be fair with the rest of the city. Andy asked Brian about the proposed changes with health benefits. He said he doesn't know yet except that negotiations will be very difficult, because the city cannot sustain the raises that have occurred over the past 7 years. He discussed the health benefits plans and the contributions from the city have greatly increased because of the number of employees that take the "free" plan that has higher deductibles.

Andy explained that the WF23 dollars have never been able to hire new positions because it is not enough money to pay someone with benefits. She explained that she is just trying to retain the great staff she has. Sarah spoke up about public health being invisible and misunderstood.....it is hard to explain and defend our jobs. We are likely the only department that is worried every year about whether we will be here the following year. The GCHD is not in the union like the city so we cannot be the same.

Amie and Brian said to use this money to bring us to our missing 1% for this year. He said to still apply for the grant. They say this is a good way to appease the city.

Result: Approved

Motioned: Amie Wolf

Seconded: Amanda Moran

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

Attachments:

[2026 Salary Schedule DRAFT July.docx](#)

8.3 Motion to Accept HP26 Award of \$189,737

Sarah Miley, Reproductive Health & Wellness Program Manager

Motion to allow GCHD to accept the HP26 award of \$189,737 from the ODH for HIV Prevention activities, and allow GCHD to go to council to appropriate from unappropriated funds as presented by_____Second by_____

Roll Call Vote Needed

Result: Approved

Motioned: Shellie Burgin

Seconded: Amie Wolf

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

8.4 Approval to Become a Store It Safe Community

Andrea Cinadr, Health Commissioner

Approval to apply and designate the city of Galion as a Store It Safe Community through the Ohio Chapter of the American Academy of Pediatrics as presented by_____Second by_____

Roll Call Vote Needed

Minutes:

Andy explained that when the group has gun locks, they will give it to the Store It Safe designated communities. This year he is going to provide Store It Safe information at community events. There is no cost involved.

Galion will be the 15th Ohio city designated as a Store It Safe community.

Result: Approved

Motioned: Amanda Moran

Seconded: Amie Wolf

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

Attachments:

[SIS Coalition Partner Slides 1.pptx](#)

[SIS Community Designation Application.pdf](#)

[SIS Community Designation EMAIL.pdf](#)

9 Executive Session (not needed)

10 Next Scheduled Board of Health Meeting

August 11, 2026 at 7:30am Galion City Health Department Board Room See attached GCHD BOH meeting dates.

Galion City Council-July 14, 2026 7:00pm

Police, Fire, Health Subcommittee Meeting is scheduled for July 22, 2026 at 7:00pm in Council Chambers Finance Meeting - July 22, 2026 at 7:00pm

Result: Approved

Attachments:

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

11 Adjournment

Minutes:

Brian adjourned the meeting at 8:21am.

Result: Approved

X

Andrea Cinadr
Health Commissioner

X

Brian Saterfield
Mayor and President GCHD BOH