



**BOARD OF HEALTH
SPECIAL MEETING MINUTES
June 23, 2015**

BOH PRESENT:

Richard Strow, DJ Mears, Nilgun Sezginis, Dallas Ziegler, Betty Woods, Carolyn Rava, Sonja Apple-Chamberlain, Thomas Milbrodt, Cathleen Nelson

STAFF PRESENT:

Ben Batey, Health Commissioner
Diane Krill, Executive Director of Health & Wellness Center
Patty Kolozy, Administrative Assistant

PUBLIC PRESENT: None

Richard Strow, President, called the meeting to order at 3:00 p.m. followed by the Pledge of Allegiance and introductions.

ACTION ITEMS:

PERSONNEL RESOLUTIONS – Betty Woods, Chair

Resolution #PER-01-06-2015

Motion to approve the updated Employee Handbook

Betty Woods made the motion to approve the updated Employee Handbook to be dated June 23, 2015. This updated version shall supersede the previous Employee Personnel Handbook that was last revised May 4, 2007. This updated version shall also supersede any previously adopted policies that may conflict with these policies. DJ Mears seconded the motion. A voice vote was taken. **Motion passed.**

Resolution #PER-02-06-2015

Motion to Accept the Resignation of Amy DeMarsh

Betty Woods made the motion to accept the resignation of Amy DeMarsh, Pharmacy Manager effective June 24, 2015. Ms. DeMarsh has been a valued employee of the district since 2014. See *letter attached*. DJ Mears seconded the motion. The pharmacy will be closed until we get a new replacement. The RPH Contract on the Go is a means to get someone. Richard was concerned with the letter dated 6/22/15 and her last day today 6/23/15 which is rather short notice and a bit disappointing. Ben explained that this was a mutual decision and was best for the agency and Amy based on incidents that arose recently. A voice vote was taken. **Motion passed.**

FINANCE RESOLUTIONS – Nilgun Sezginis, Chair

Resolution #FIN-01-06-2015**Motion to approve contract with Hospital Council of Northwest Ohio (HCNO)**

Nilgun Sezginis made the motion to approve the contract with Hospital Council of Northwest Ohio (HCNO) to complete the Community Health Improvement Plan for the District. The contract is for \$9,000 and will be covered by the CFHS Grant. The planning process for the Improvement is expected to begin in July. *See attached.* Betty Woods seconded the motion. Ben explained that the CHA is being wrapped up and the next step is to complete the CHIP. The HCNO has helped us with this in the past and the CFHS Grant will help pay for this. This will help the partners produce the CHIP and allow us to direct our goals for the next three years for Wood County and determine what programs to partake moving forward in our Strategic Plan. A roll call vote was taken.

Rava-Y Strow-Y Sezginis-Y Ziegler- Y Woods – Y Mears – Y Sonja Apple-Chamberlain – Y Tom Milbrodt – Y Nelson – Y

Motion passed.

Resolution #FIN-02-06-2015**Motion to approve contract with HCNO to complete a survey of Wood County Residents for Disaster Preparedness**

Nilgun Sezginis made the motion to approve contract with HCNO to complete this survey that would gather Wood County Residents awareness on Disaster Preparedness. The contract is for \$4000 which will be covered with the PHEP grant. Results from similar survey in 2012 will be compared with this survey to measure changes in preparedness within respondents and will help guide future outreach and emergency planning activates. *See attached.* Carolyn Rava seconded the motion. The surveys would be sent to Wood County residents and capture their responses to see how they feel on their preparedness in the event of a disaster, for example, do they have extra water on hand. No data has been comprised since 2012 and this survey would allow us to assess the current needs of our community. Emergency Preparedness messages tend to get the most response from the community so this would help even more with our efforts in increasing public awareness on important issues. DJ Mears mentioned that although the water supply is very important to have in an emergency, education on a pandemic is important as well and we have not seen a 100 year event yet. Nilgun took a class on Pandemic Issues and the discussion of an Ethics Committee was thought to be a good idea. Very few states are doing this. Ben is aware that some Health Departments do have an Ethics committee which was warranted when the H1N1 outbreak erupted. The Ethics committee could be a sub-committee of the Program committee. Ben will talk to Carri at Prosecutors office about what needs to be done to create this committee and with possibly updating the By-laws. A roll call vote was taken.

Rava-Y Strow-Y Sezginis-Y Ziegler- Y Woods – Y Mears – Y Sonja Apple-Chamberlain – Y Tom Milbrodt – Y Nelson – Y

Motion passed.

Resolution FIN#-03-06-2015**Motion to approve “RPh on the go” contract pending approval from the prosecutor’s office**

Nilgun Sezginis made the motion to approve "RPh on the go" contract pending approval from the prosecutor's office. This contract will allow us to staff the pharmacy on an as needed basis ensuring we remain open during normal business hours. Betty Woods seconded the motion. *See Attachment B for rate addendum.* Cathleen asked how this would affect our budget and Diane spoke on this and that funds were built in for such contract and there will not be a big effect to the budget if we get a new replacement soon. The Rate Addendum attached is generic and list costs for distance that can be billed to customers which would not be the case as we would have someone local. Currently, Carri is working on this to make it work for our agency. Currently, our clients will need to revert back to going to an outside pharmacy to get their medications at the non-discounted price. A voice vote was taken. **Motion passed.**


INFORMATIONAL ITEMS:

Health Commissioner: Nothing


President: Nothing

MEETING ADJOURNMENT:

Betty Woods made a motion to adjourn the meeting at 3:24 pm. The motion was seconded by Carolyn Rava. A voice vote was taken. **Motion passed.**



Richard Strow, President



Ben Batey, Health Commissioner
Secretary to the Board