

JULY 9, 2020
Wood County Board of Health Minutes

The July meeting was held both in person with social distancing and masks and conference calling available.

Cathy Nelson, Board President, called the meeting to order at 6:03pm followed by the Pledge of Allegiance.

BOH present: Bob Midden, Tom Milbrodt, Cathy Nelson, Nilgun Sezginis, Dallas Zigler, DJ Mears

BOH present on call: Betty Woods, Carolyn Rava, Sonja Apple-Chamberlain, Richard Strow

Staff Present: Jackie Mears, Amy Jones, Tina Cox, Diane Krill, Lexie Jacobs, Pat Snyder, Lana Glore, Ben Batey, Tracy Henderly

Guests: Tom Hammett, CHC board member; Sharon Shaeffer, CHC board member; Debbie Rogers, Sentinel Tribune; several call numbers

APPROVAL OF MINUTES: Betty Woods made a motion to approve the June 11th, 2020 minutes. Tom Milbrodt seconded the motion. A voice vote was taken. **Motion passed**

Bob Midden made a motion to approve the special board of health meeting of June 29, 2020 minutes. Nilgun Sezginis seconded the motion. DJ Mears voiced additions to the minutes. Voice vote taken to approve the minutes as corrected. **Motion passed.**

APPROVAL OF WARRANTS: Bob Midden made a motion to approve the warrants. Tom Milbrodt seconded the motion. A roll call vote was taken. **Motion passed.**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

PERSONNEL – Dallas Ziegler, Chair

Resolution #PERS-01-07-2020

Motion to appoint Ben Batey as a consultant to the Wood County Health Department per the terms of the approved Mutual Aid Agreement with Bowling Green State University.

Dallas Ziegler made a motion to appoint Ben Batey as a consultant to the Wood County Health Department per the terms of the approved Mutual Aid Agreement with Bowling Green State University. DJ Mears seconded the motion. A voice vote was taken. All in favor with one opposed by Sonja Apple-Chamberlain. Request to add date effective of July 25th, 2020. **Motion passed.**

Resolution PER#02-07-2020

Motion to Accept Resignation of Brittany Schumaker, Part-Time Intermittent CSA

Dallas Ziegler made a motion to accept the resignation of Brittany Schumaker, Part-Time Intermittent CSA effective July 7th 2020. Brittany has been a valued member of the department since 2018. Betty Woods seconded the motion. A voice vote was taken. **Motion passed.**

PROGRAM – Dallas Ziegler, Chair

Resolution #PRG-01-07-2020

Motion to appoint Brad Espen to the Wood County Sewage Treatment Systems Appeals Board

Dallas Ziegler made a motion to appoint Brad Espen to the Wood County Sewage Treatment System Appeals Board. The appeals board is in place as required by the Ohio Revised Code Chapter 3718.11. Brad will replace Bob Midden for the term which will end December 2020. Tom Milbrodt seconded the motion. A voice vote was taken. **Motion passed.**

FINANCE – Nilgun Sezginis, Chair

Resolution #FIN-01-07-2020

Motion to Amend 2020 Estimated Resources

Nilgun Sezginis made a motion to amend the 2020 Certificate of Estimated Resources of the District to a new total amount of \$11,209,725.21. This amount includes the following changes of \$12,000.00 in fund revenues at this time (June 22, 2020):

010. 0210. 407500	TRANSFERS	\$5,000.00
018. 0218. 407500	TRANSFERS	\$5,000.00
029. 0229. 407500	TRANSFERS	\$2,000.00

Bob Midden seconded the motion. A roll call vote was taken. **Motion passed.**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

Resolution #FIN-02-07-2020

Motion to Amend 2020 Appropriations

Nilgun Sezginis made a motion to amend the 2020 annual appropriations of the District. The following changes in fund appropriations are needed at this time (June 22, 2020):

006. 0206. 540100	NURSING-CONTR. SVCS.	\$17,916.47
006. 0206. 550100	NURSING-TRAVEL & EXP.	\$239.87
007. 0207. 520100	ENVIRONMENTAL – SUPPLIES	\$3,187.78
007. 0207. 550100	ENVIRONMENTAL-TRAVEL & EXP.	\$113.36
007. 0207. 572900	ENVIRONMENTAL-REMIT TO STATE	\$110.00
008. 0208. 550100	LEVY - TRAVEL & EXP.	\$715.21
008. 0208. 574900	LEVY – UNEMPLOYMENT	\$12,376.00
009. 0209. 550100	SEWAGE - TRAVEL & EXP.	\$1,815.72
009. 0209. 560800	SEWAGE - ADV. & PRINTING	\$266.03
009. 0209. 569900	SEWAGE - OTHER EXPENSES	\$956.33
009. 0209. 572900	SEWAGE - REMIT TO STATE	\$794.00
010. 0210. 520100	PH INFRASTR – SUPPLIES	\$2,913.75
010. 0210. 569900	PH INFRASTR - OTHER EXPENSES	\$2,274.52
013. 0213. 574900	FQHC-UNEMPLOYMENT	\$5,622.24
018. 0218. 520100	WATER – SUPPLIES	\$350.37
018. 0218. 540100	WATER - CONTR. SVCS	\$392.90
018. 0218. 550100	WATER - TRAVEL & EXP.	\$334.79

018. 0218. 560800	WATER - ADV. & PRINTING	\$266.03
018. 0218. 569900	WATER - OTHER EXPENSES	\$4,145.67
025. 0225. 520100	FOOD SERV – SUPPLIES	\$1,336.14
025. 0225. 540100	FOOD SERV - CONTR. SVCS	\$1,188.11
025. 0225. 550100	FOOD SERV - TRAVEL & EXP.	\$615.03
025. 0225. 560800	FOOD SERV - ADV. & PRINTING	\$105.92
025. 0225. 572900	FOOD SERV - REMIT TO STATE	\$4,288.00
029. 0229. 520100	S POOLS – SUPPLIES	\$971.37
029. 0229. 550100	S POOLS - TRAVEL & EXP.	\$72.47
029. 0229. 560800	S POOLS - ADV. & PRINTING	\$266.02
029. 0229. 572900	S POOLS - REMIT TO STATE	\$840.00
	TOTAL	\$64,474.10

Bob Midden seconded the motion. A roll call vote was taken. **Motion passed.**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

Resolution #FIN-03-07-2020

Motion to Approve Contract with Seneca County General Health District to provide PHEP Planner and EPI Services

Nilgun Sezginis made a motion to approve contract with Seneca County General Health District to provide Public Health Emergency Preparedness (PHEP) planner and epidemiological services from July 1, 2020 to June 30, 2021. These services will be billed monthly, by the Wood County Health District, at a rate of \$34.00 per hour and shall not exceed \$15,820.00. DJ Mears seconded the motion. A roll call vote was taken. **Motion passed.**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

Resolution #FIN-04-07-2020

Motion to Approve Agreement with University of Toledo for conducting Covid-19 Contract Tracing Activities

Tom Milbrodt made a motion to approve agreement between Wood County Health District and University of Toledo for the purpose of conducting contract tracing activities to minimize potential spread and adapt to disruptions caused by community spread of Covid-19 for the amount of \$24,610.45. This agreement will allow for University of Toledo to assist with case interviews and contact tracing activities required under the ODH Contact Tracing Grant Agreement SFY2020 that the Wood County Health District was awarded. Dallas Ziegler seconded the motion. A lengthy discussion was held regarding a no publication/media clause as well as specification of hours required to be added to the contract if needed. A roll call vote was taken. **Motion passed.**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis A Betty Woods A Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

Resolution #FIN-05-07-2020

Motion to Approve Agreements with Contractors for the Water Pollution Control Loan Fund

Nilgun Sezginis made a motion to approve agreements with the following contractors for payment of services for repair/replacement of homeowners' sewage systems under the 2019 Water Pollution Control Loan Fund. Tom Milbrodt seconded the motion. A roll call vote was taken. **Motion passed.**

Main & Sons Plumbing, Jeremy Main

\$13,687.00 (6262 Stearns Road, Perry Twp.)

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

Resolution #FIN-06-07-2020

**Motion to Approve Agreements with Contractors for the Water
Pollution Control Loan Fund**

Nilgun Sezginis made a motion to approve agreements with the following contractors for payment of services for repair/replacement of homeowners' sewage systems under the 2020 Water Pollution Control Loan Fund. Bob Midden seconded the motion. **Motion passed.**

Mastin Site Services, Cody Mastin

\$14,889.50 (11881 Wayne Road, Montgomery Twp.)

\$13,217.25 (4301 Latcha Road, Lake Twp.)

Total for Mastin Site Services \$28,106.75

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

Resolution #FIN-07-07-2020

**Motion to Approve Pharmacy Services Agreement between Wood
County Board of Commissioners and Wood County Health District**

Nilgun Sezginis made a motion to Approve Pharmacy Services Agreement between the Wood County Board of Commissioners and the Wood County Health District. This agreement will allow for the WCHD to provide pharmacy services and process prescription claims to eligible Health Center patients from July 1, 2020 to June 30, 2023. Tom Mibrodt seconded the motion. A roll call vote was taken. **Motion passed.**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

Resolution #FIN-08-07-2020

Motion to Approve Phreesia Service Agreement

Nilgun Sezginis made a motion to approve the Phreesia Service Agreement. The Annual Service total will be \$13,740.00- and one-time integration and training total is \$12,600.00. These costs will be covered by the HRSA Integrated Behavioral Health Services Award. Bob Midden seconded the motion. Diane Krill and Lexie explained the purpose of this program to shorten check in and registration time as well as cost savings. A roll call vote was taken. **Motion passed.**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

Resolution #FIN-09-07-2020

**Motion to Approve Agreements with Contractors for the Water
Pollution Control Loan Fund**

Nilgun Sezginis made a motion to approve agreements with the following contractors for payment of services for repair/replacement of homeowners' sewage systems under the 2020 Water Pollution Control Loan Fund.

Mastin Site Services, Cody Mastin \$14,524.00 (25986 Pemberville Road, Lake Twp.)
 \$19,798.00 (18576 Maplewood Road, Liberty Twp.)
 \$ 1,885.00 (16860 Fish Road, Freedom Twp.)

Total for Mastin Site Services \$36,207.00

Main & Sons Plumbing, Heating, & AC, Jerermy Main \$14,452.55 (25602 Lemoyne Road, Lake Twp.)

Total for Main & Sons \$14,452.55

Bob Midden seconded the motion. **Motion passed.**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

Resolution #FIN-10-07-2020

Motion to Approve Certification of Lack of Funds Resolution. In the matter of submission to the electors of Wood County, Ohio, the proposition of levying a renewal tax of 0.5 mills in excess of the ten-mill limitation for the purpose of providing or maintaining public health services. (ORC 3709.29)

Resolution**Certification of Lack of Funds**

In the matter of submission to the electors of Wood County, Ohio,
the proposition of levying a renewal tax of 0.5 mills in excess of
the ten-mill limitation for the purpose of providing or maintaining
public health services. (ORC 3709.29)

) Wood County Board of Health
) Wood County, Ohio
) July 9, 2020
)

Wood County Board of Health member, Nilgun Sezginis moved:

WHEREAS, The Wood County Board of Health desires to provide and maintain competent public health services to the citizens of Wood County,

WHEREAS, the demand for services by Federal, State and Local mandates increase responsibility and the technical expertise required to protect the public health of Wood County citizens,

WHEREAS, the currently available revenue from the existing levy has remained and is anticipated to remain the same from year to year through 2021 when said levy revenues expire,

WHEREAS, the Wood County Board of health has determined that in order to continue necessary public health services, a ten (10) year renewal 0.5 mils levy, the same rate as the existing levy, is necessary to provide and support the personnel, equipment, supplies and training required for competent public health services, commencing in the tax year 2021, and the first due in 2022.

NOW THEREFORE BE IT RESOLVED; in accordance with Ohio Revised Code Section 3709.29 that the Wood County Board of Health hereby certifies to the Wood County Commissioners that the estimated amount of money necessary to meet the expenses of the Wood County Health District will not be forthcoming to the Board of Health from the district health funds because the taxes within the ten-mill limitation will be insufficient; and

THE WOOD COUNTY BOARD OF HEALTH further requests that the Wood County Board of County Commissioners declare by resolution

(1) that the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Wood County Board of Health, and

(2) that it is necessary to place before the public the question of a ten (10) year renewal levy a tax of 0.5 mills in excess of such limitation, which is the same as the existing levy, to provide the Board of Health with sufficient funds to carry out such health programs, such tax commencing in the year 2021 and first due in 2022.

Wood County Board member, Tom Milbrodt seconded. The Board members presented voted as follows:

I, Cathleen Nelson, President of the Board of Health of the Wood County Combined General Health District; Bowling Green, Ohio, do hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Health of the Wood County Combined General Health District, Wood County, Ohio on this 9th day of July, 2020.



Cathleen Nelson, President

Wood County Board of Health

Adopted: July 9, 2020

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonya Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

Board of Health questions, comments and director updates:

- I. Cathy Nelson questioned accounts receivable for Dental and the + amount in 180 days. /The billing manager will check and provide this information at the next board meeting.
- II. A lengthy discussion was held around the COVID19 and the recent alert level increase as of today to level 3 (red) and the indicators show community spread. Ben highlighted it is noticed a shift to the younger age groups and to the BG zip code. As of 6pm on Friday it will be required to wear face coverings when in any indoor public location and when out in public and social distancing can not be accomplished. The county data will be reviewed again next week. Amy added in response to a question about media campaigning to stress the importance of wearing masks that a commercial will begin airing soon that will include Dr. Dood.
- III. Ben announced this is as his last board meeting as the Health Commissioner and thanked the board of health for all their support and partnership during his time at the Wood County Health Department. DJ Mears wished Ben good luck, adding all his hard work and leadership has really stabilized the department. Sonja Apple-Chamberlain wished Ben good luck with his endeavors at BGSU. Cathy Nelson spoke on behalf of all board members wishing Ben good luck and they look forward to this relationship with BGSU.
- IV. A brief discussion was held regarding the interview process of applicants for the Health Commissioner position. A brief discussion was also held regarding future meetings being held according to alert levels. It was decided a level 3 and above would be held as a full virtual meeting and a level 2 will be offered both in person with option to dial in as we have been.

Dallas Ziegler made a motion at 7:24pm to go into executive session for the purpose of discussing and considering the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official. Dallas further invited Amy Jones and Batey into the executive session. DJ Mears seconded the motion. Roll call vote was taken. **Motion passes**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Carolyn Rava Y
Sonja Apple-Chamberlain Y Dallas Ziegler Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

DJ Mears made a motion to return from executive session at 7:56pm. Sonja Apple-Chamberlain seconded the motion. Roll call vote was taken. **Motion passes**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Carolyn Rava Y Dallas Ziegler Y
Sonja Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

PER#03-07-2020**Create IT Coordinator Position**

Dallas Ziegler made a motion to create an IT Coordinator position. This position is responsible for maintaining all technology systems of the Health Department. The position provides troubleshooting and updating services to the Health Department's telephones, printers, computers, network and alarm systems. This position is also responsible for installing, administering, troubleshooting, updating and repairing the Community Health Center's electronic health records system. The Coordinator will act as a project manager as needed on moves, remodels, additions, and other IT related projects. The IT Coordinator will be placed in a pay grade 11. Tom Milbrodt seconded the motion. A roll call vote was taken. **Motion passed.**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Carolyn Rava Y Dallas Ziegler Y
Sonja Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

PER#04-07-2020

**Motion to appoint Amy Jones as Interim Health Commissioner
effective 7/25/2020**

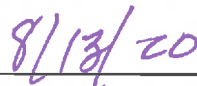
Dallas Ziegler made a motion to appoint Amy Jones as Interim Health Commissioner effective 7/25/2020. Mrs. Jones will be paid the current Health Commissioner's hourly rate of 51.87 and will serve in this role until a new Health Commissioner is appointed. Richard Strow seconded the motion. A roll call vote was taken. **Motion passed.**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Carolyn Rava Y Dallas Ziegler Y
Sonja Apple-Chamberlain Y Tom Milbrodt Y Richard Strow Y Bob Midden Y

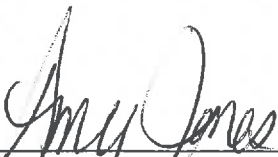
DJ Mears made a motion to adjourn at 8:04pm. Bob Midden seconded the motion. A voice vote was taken. **Motion passed.**



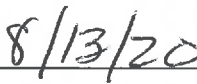
Cathy Nelson, Board President



Date



Amy Jones, Interim Health Commissioner
Secretary to the Board



Date

