



**BOARD OF HEALTH MEETING MINUTES
January 9, 2020**

Cathy Nelson, President, called the meeting to order 6:00 pm. Introductions made followed by the Pledge of Allegiance.

BOH present: Bob Midden, Tom Milbrodt, Cathleen Nelson, Carolyn Rava, Nilgun Sezginis, Richard Strow, Betty Woods, Dallas Ziegler. **Health Center Board:** Tom Hammett **Absent:** Sonja Apple-Chamberlain, DJ Mears

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

Public present: Marie Thomas - Sentinel-Tribune

Bob Midden made a motion to approve the December 12, 2019 minutes and Nilgun Sezginis seconded the motion. A voice vote was taken with abstentions of Betty Woods. Motion passed.

Approval of warrants: Bob Midden made a motion to approve the warrants and Richard Strow seconded the motion. Roll call vote taken. *Motion passed.*

Cathy Nelson Y

Betty Woods Y

Dallas Ziegler Y

Abstention: none

Bob Midden Y

Carolyn Rava Y

Richard Strow Y

Nilgun Sezginis Y

Thomas Milbrodt Y

There was no public information presented.

• PERSONNEL – Dallas Ziegler, Chair

Resolution PER#-01-01-2020

Motion to Accept Resignation of Molly Lambert

Dallas Ziegler made a motion to accept the resignation of Molly Lambert effective December 23, 2019. Betty Woods seconded the motion. A voice vote was taken. *Motion passed.*

Resolution PER#-02-01-2020

Motion to Approve Update of Organizational Chart

Dallas Ziegler made a motion to approve changes to the organization chart effective January 9th, 2020. Changes include appointment of Brittany Schumaker to the vacant Temporary Intermittent Part-time Clinical Service Assistant position in the Finance Division, removal of Kristen Hogrefe from the Intermittent Part-Time Family Nurse Practitioner position in the Health Center Division and removal of Molly Lambert from the Full-time Secretary position in Environmental Division. Richard Strow seconded the motion. A voice vote was taken. *Motion passed.*

Resolution PER#-03-01-2020

Motion to Approve Health Commissioner Performance Review for 2019 and to Reappoint Ben Batey as Wood County Health Commissioner



Dallas Ziegler made a motion to approve Health Commissioner Performance Review for 2019 and to reappoint Ben Batey as Wood County Health Commissioner for the period 1/1/2020 – 12/31/2024. Richard Strow seconded the motion. A voice vote was taken. *Motion passed.*

• **PROGRAM – Dallas Ziegler, Chair**

Resolution PRG#-01-01-2020

Motion to grant a variance, Home Sewage Treatment System contractor

Dallas Ziegler made a motion to grant a variance to home sewage treatment system contractor, Kyle Sherman who did not complete the required 6 hours of continuing education by December 31, 2019 as required but has of January 2, 2020 completed this requirement. Mr. Sherman agrees that he will be required to obtain another 6 hours in 2020 should he choose to remain registered in 2021. Bob Midden seconded the motion. A voice vote was taken. *Motion passed.*

Resolution PRG#-02-01-2020

Motion to grant a variance, Home Sewage Treatment System contractor

Dallas Ziegler made a motion to grant a variance to home sewage treatment system contractor, Dick Helminiak and sons, Inc. who did not complete the required 6 hours of continuing education by December 31, 2019 as required but has of January 2, 2020 completed this requirement. Mr. Helminiak agrees that he will be required to obtain another 6 hours in 2020 should he choose to remain registered in 2021. Betty Woods seconded the motion. A voice vote was taken. *Motion passed.*

• **FINANCE – Nilgun Sezginis, Chair**

Resolution #FIN-01-01-2020

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.

Main & Sons Plumbing, Jeremy Main \$16,135.00 (16740 Needles Road, Henry Twp.)

Tom Milbrodt seconded the motion. Roll call vote taken. *Motion passed.*

Cathy Nelson Y
Betty Woods Y
Dallas Ziegler Y
Abstention: none

Bob Midden Y
Carolyn Rava Y
Richard Strow Y

Nilgun Sezginis Y
Thomas Milbrodt Y

Tracy informed board members of an APM (Alternate Payment Method) for the FQHC stating there is an option to submit to Department of Medicaid for additional funds to further help serve the underserved Medicaid population. A full Medicaid cost report needs to be submitted. We would like to work with an outside



accounting firm to put the initial report together and to submit the report to another outside firm for audit. Board agreed following a brief discussion of the Health and Dental finance status and risks.

Tom Hammett spoke on behalf of the Health Center with an update to the Health Center's recent approval of the CEO performance evaluation, progress with the work toward the UDS 2019 report which is due in February as well as a recent presentation given to the Health Center Board by Dr. Gupta on challenges globally effecting public health.

BOARD OF HEALTH QUESTIONS, COMMENTS AND DIRECTOR UPDATES

- **Health Commissioner**

- Ben reviewed the new board report format and data included and stated the Performance Management update will be presented in February.
- January 20th is the 100th year anniversary of the first Board of Health meeting. On January 30th from 3 – 6pm, we will be hosting a celebration event open to the public. There will be refreshments, tours, as well as a presentation at 5 by Ned Baker who will be speaking on the past of public health, Ben will be speaking on the present, and Phil Welch will speak about the future of public health.

Nilgun Sezginis made a motion to go into Executive Session at 6:41pm for the purpose of discussing and considering the compensation of a public employee and inviting Ben Batey and Tracy Henderly to attend. A roll call vote was taken. *Motion Passed.*

Cathy Nelson Y
Betty Woods Y
Dallas Ziegler Y

Bob Midden Y
Carolyn Rava Y
Richard Strow Y

Nilgun Sezginis Y
Thomas Milbrodt Y

Abstention: none

Nilgun Sezginis made a motion to return from Executive Session at 7:05 pm, Richard Strow seconded the motion. Voice vote taken. *Motion passed.*

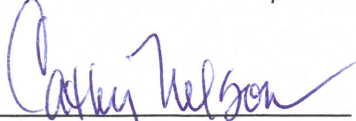
Nilgun Sezginis made a motion to approve step increases totaling \$47,922.96 as presented and add 2% to the wage scales effective payroll check date of January 31, 2020. Richard Strow seconded the motion. Roll call vote taken. *Motion passed.*

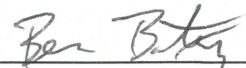
Cathy Nelson Y
Betty Woods Y
Dallas Ziegler Y
Abstention: none

Bob Midden Y
Carolyn Rava Y
Richard Strow Y

Nilgun Sezginis Y
Thomas Milbrodt Y

Meeting Adjournment: Richard Strow made a motion to adjourn at 7:12 pm. Bob Midden seconded the motion. Voice vote taken. *Motion passed.*


Cathy Nelson, Board President


Ben Batey, Health Commissioner
Secretary to the Board

