



May 14, 2020
Wood County Board of Health Minutes

The May meeting was held via conference calling due to the COVID19 Pandemic.

Cathy Nelson, President, call the meeting to order at 6:00pm

Audio attendance by roll call: Richard Strow, Dallas Ziegler, Thomas Milbrodt, Carolyn Rava, Bob Midden, DJ Mears, Sonja Apple-Chamberlain, Betty Woods, Cathy Nelson, Nilgun Sezginis.

Staff present on call: Amy Jones, Tina Cox, Ben Batey, Diane Krill, Lana Glore, Leslie Madaras, Lexie Jacobs, Tracy Henderly.

Public Attendees on call: Debbie Rogers, Sentinel Tribune; David DuPont, BG Independent News; Frank McLaughlin, CSEA Director; Paul Dobson, Prosecuting Attorney.

Paul addressed the board with a brief update on changes within the ARC program and design. Paul responded to a couple of board members questions that although overdoses have not gone down, they are not seeing a huge increase due to the current health crisis of COVID19. The board commented and commended Paul and what ARC and its collaboration are doing.

APPROVAL OF MINUTES: Betty Woods made a motion to approve the April 9, 2020 minutes. Note of phrase correction to be made to the April minutes Carolyn Rava seconded the motion. A voice vote was taken. **Motion passed.**

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

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

PERSONNEL – Dallas Ziegler, Chair

There were no Personnel resolutions for the May meeting.

FINANCE – Nilgun Sezginis, Chair

Resolution #FIN-01-05-2020

Motion to Transfer Funds

Nilgun Sezginis made a motion to approve the transfer of \$5,000.00 from the Levy Fund. These monies cover the expenditures of programs or services that the Health District Levy supports (April 20, 2020).

\$5,000.00 – Fund 18 – Water



Motion to approve the transfer of \$25,000.00 from the Levy Fund. These monies cover the expenditures of programs or services that the Health District Levy supports (April 24, 2020).

\$25,000.00 – Fund 9 – Sewage

Motion to approve the electronic transfer of \$204.00, on April 17, 2020 to the Wood County Justice Center for the 4th Quarter 2019 & 1st Quarter 2020 for employee background checks by electronic fingerprinting from the following funds

\$46.00 – Fund 9 - Sewage
 \$136.00 – Fund 13 – FQHC
 \$22.00 – Fund 25 - Food

Motion to approve the electronic transfer of \$125,406.00 to the Wood County Board of County Commissioners for the debt service due in 2020, on April 23, 2020.

\$99,085.00 – Fund 8 – FINAL PAYMENT FOR BUILDING
 \$26,329.00 – Fund 8 – Boiler & AC – 4th of 10 payments

Betty Woods seconded the motion. A roll call vote was taken. **Motion passed.**

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

Resolution #FIN-02-05-2020

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 \$10,665,760.21. This amount includes the following changes of \$111,247.35 to WCHD fund 8 to the Wood County Auditor actual figures and \$224,636.00 in fund revenues at this time (April 30, 2020):

008. 0208. 400100	LEVY GEN REAL ESTATE	\$257,573.54
008. 0208. 400105	LEVY HOLMSTEAD RLBK	(\$144,465.35)
008. 0208. 400300	MANUFACTURED HOME GENERAL	\$424.41
008. 0208. 400305	MOBILE HOME-HMSTD/ROLL/2%	(\$2,285.25)
008. 0208. 404000	STATE FUNDS	\$107,852.00
010. 0210. 405100	FEDERAL FUNDS	\$65,000.00
013. 0213. 405100	FEDERAL FUNDS	\$51,784.00

Carolyn Rava seconded the motion. A roll call vote was taken. **Motion passed.**

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

Resolution #FIN-03-05-2020

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 (April 15, 2020):



011. 0211. 575500	WIC - WORKERS COMP.	\$540.00	
	TOTAL		\$540.00

A motion to amend the 2020 annual appropriations of the District. The following changes in fund appropriations are needed at this time (April 24, 2020):

010. 0210. 560800	PH INFRAST - ADV. & PRINTING	\$500.00	
012. 0212. 560800	REGISTRAR - ADV. & PRINTING	\$250.00	
025. 0225. 560800	FOOD SERV - ADV. & PRINTING	\$200.00	
	TOTAL		\$950.00

A motion to amend the 2020 annual appropriations of the District. The following changes in fund appropriations are needed at this time (April 30, 2020):

008. 0208. 510000	LEVY - SALARIES	\$78,816.40
008. 0208. 569600	LEVY - MEDICARE	\$2,881.00
008. 0208. 571500	LEVY - P.E.R.S.	\$10,000.00
008. 0208. 575600	LEVY - EMPLOY INS.	\$16,154.60
010. 0210. 520100	PH INFRAST - SUPPLIES	\$65,000.00
013. 0213. 520100	FQHC-SUPPLIES	\$33,951.33
013. 0213. 540100	FQHC-CONTRACT SERVICES	\$6,595.64
013. 0213. 550100	FQHC-TRAVEL & EXP.	\$499.00
013. 0213. 569900	FQHC-OTHER EXPENSES	\$10,738.03
	TOTAL	\$224,636.00

Tom Milbrodt seconded the motion. A roll call vote was taken. **Motion passed.**

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

Resolution #FIN-04-05-2020

Motion to Approve Agreement Agreements with Contractors for the Water Pollution Control 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	\$11,755.00 (14867 Defiance Pike, Liberty Twp.)
<u>Total for Main & Sons</u> <u>\$11,755.00</u>	

Mastin Site Services, Cody Mastin	\$14,377.00 (22424 Pemberville Road, Troy Twp.)
<u>Total for Mastin Site Services</u> <u>\$14,377.00</u>	

DJ Mears seconded the motion. A roll call vote was taken. **Motion passed.**



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

Resolution #FIN-05-05-2020**Motion to Approve the FY 2020 Coronavirus Supplemental Funding Budget, SF-424A, & Activity Reports**

Nilgun Sezginis made a motion to approve FY 2020 Coronavirus Supplemental Funding budget, SF424A, & activity reports, submitted to HRSA on 4/24/2020.

Dallas Ziegler seconded the motion. A roll call vote was taken. **Motion passed.**

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

Resolution #FIN-06-05-2020**Motion to Approve the Health Center Coronavirus Aid, Relief and Economic Security (CARES) Act Funding Budget & Activity Report**

Nilgun Sezginis made a motion to approve Health Center Coronavirus Aid, Relief and Economic Security (CARES) Act Funding budget, SF424A, & activity reports, submitted to HRSA on 5/7/2020.

Betty Woods seconded the motion. A roll call vote was taken. **Motion passed.**

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

Resolution #FIN-07-05-2020**Motion to Approve the FQHC Federal Financial Report (FFR) for Period Ending 1/31/2020**

Nilgun Sezginis made a motion to approve the Federal Financial Report (FFR) for Period Ending 1/31/20 for the Wood County Community Health Center.

Tom Milbrodt seconded the motion. A roll call vote was taken. **Motion passed.**

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

Resolution #FIN-08-05-2020**Motion to approve Dental Lab Fees Policy**

Nilgun Sezginis made a motion to approve the dental lab fees policy. This policy will allow for the Health Center to establish dental laboratory fees to cover the cost of materials and external laboratory services. The dental lab fees will be applied to any procedure that requires a laboratory service. These fees will be applied to self-pay patients at a flat rate and are not subject to an additional discount.

Tom Milbrodt seconded the motion. A roll call vote was taken. **Motion passed.**



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

Resolution #FIN-09-05-2020**Motion to Approve Agreement with Maxim**

Nilgun Sezginis made a motion to approve the agreement with Maxim. This agreement will allow for Providers to work in the Health Center as locum tenens, when there is a need.

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

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

Resolution #FIN-10-05-2020**Motion to approve the updated agreement with Pioneer Rx**

Nilgun Sezginis made a motion to approve the updated Agreement with Pioneer Rx. Pioneer Rx is the Pharmacy software that is currently used in the FQHC Pharmacy. The Pioneer Rx software has been in place and used in the Pharmacy since 2015.

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

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

Resolution #FIN-11-05-2020

Motion to Approve the Memorandum of Understanding with the Wood County Prosecutor to support the efforts of the Addiction Response Collaborative ("ARC") program and provide funding in the amount of \$10,000.00.

Nilgun Sezginis made a motion to Approve MOU with the Wood County Prosecutor to support the efforts of the Addiction Response Collaborative ("ARC") program and provide funding in the amount of \$10,000.00.

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

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

Resolution #FIN-12-05-2020

Motion to Approve to allow for Staff to accumulate vacation time past the 2-year maximum until 12/31/2020, accumulate comp/flex time past the maximum until 12/31/2020, and for those who have vacation balances greater than 80% of 2 year maximum to receive a vacation cash out payment in June of 2020



A motion to approve to allow for Staff to accumulate vacation time past the 2-year maximum until December 31, 2020, accumulate comp/flex time past the maximum until December 31, 2020, and for those who have vacation balance greater than 80% of 2 year maximum to submit a vacation cash out payment in June of 2020. This is due to the Coronavirus pandemic. The staff have had to work additional hours and they have not been able to use their vacation time and comp/flex time as planned.

Dallas Ziegler seconded the motion. A roll call vote was taken. **Motion passed.**

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

Ruthann House, HC board member, commented in appreciation of being a part of the HC board stating it's wonderful to see how the two are in line with the needs of the community.

Board of Health questions, comments and director updates:

a. Health Commissioner: A discussion was held regarding the amount of long-term care COVID19 cases there are in comparing to the bottom line number. Amy Jones informed the board we have been giving out most of our test kits to long term care centers, Ben added many are showing positive that are asymptomatic. This raises a concern with the reopen Ohio starting as well as larger congregating events and stressed the importance to be vigilant with following recommended guidelines of wearing masks and social distancing. Bob Midden commended the health department for educating the public and spoke how to balance the tools available to bring more awareness to the public about the importance of public health, the risks, optimizing balance and good decisions made encompassing all the education possible around COVID-19. A lengthy discussion was held about public safety, guidelines, anti-body testing, stores and restaurants mask usage, community events and getting the importance of the recommended safety guidelines while trying to bring back the economic stress this has brought. DJ Mears recommended to add to our messaging about keeping diaries and changing of lifestyles. Bob added it is important to restore the economy but stresses the importance of suppressing the spread by mask wearing and social distancing as well as increase testing.

Betty Woods made a motion to adjourn at 7:51pm. Carolyn Rava seconded the motion. A voice vote was taken. **Meeting adjourned.**