



**WOOD COUNTY BOARD OF HEALTH MINUTES
SPECIAL END OF YEAR MEETING
December 31, 2019**

Tom Milbrodt, Vice-President, called the meeting to order 1:25 pm followed by the Pledge of Allegiance.

BOH present: Dallas Ziegler, Thomas Milbrodt, Bob Midden, DJ Mears, Carolyn Rava, Sonja Apple-Chamberlain. **Absent:** Betty Woods, Cathy Nelson, Nilgun Sezginis, Richard Strow

Staff present: Ben Batey, Amy Jones, Tracy Henderly, Tina Cox, Diane Krill.

Public present: none

• **PERSONNEL – Dallas Ziegler, Chair**

Resolution PER#-01-12-2019

Motion to Appoint Rahquel Torres to the FT Dental Assistant Position

Dallas Ziegler made a motion to appoint Rahquel Torres to the Full-Time Dental Assistant Position. Ms. Torres will be paid at a grade 3, step 1 at a rate of \$15.34 per hour. Ms. Torres will serve a 180 day probationary period. Her start date is pending return of a successful background check. DJ Mears seconded the motion. A voice vote was taken. *Motion passed.*

Resolution PER#-02-12-2019

Motion to Jennifer Lovelace to the FT Peer Wellness Coach Position

Dallas Ziegler made a motion to appoint Jennifer Lovelace to the Full-Time Peer Wellness Coach Position. Ms. Lovelace will be paid at a grade 6, step 2, at a rate of \$19.58 per hour. Ms. Lovelace will serve a 180 day probationary period. Her start date is pending return of a successful background check. Carolyn Rava seconded the motion. A voice vote was taken. *Motion passed.* Brief discussion held regarding the difference in pay scale than the Dental Assistant position and this pay scale is what was built into the grant for this position.

• **FINANCE – DJ Mears**

Resolution #FIN-01-12-2019

Motion to Transfer Funds

DJ Mears 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 (December 27, 2019).

\$5,000.00 – Fund 9 – Sewage

DJ Mears 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 (December 30, 2019).

\$5,000.00 – Fund 18 – Water



DJ Mears made a motion to approve the electronic transfer of \$92.00 for payment of services to the Wood County Justice Center for the 4th Quarter 2019 for employee background checks by electronic fingerprinting from the following funds

\$92.00 – Fund 13 – FQHC

Bob Midden seconded the motion. Roll call vote taken. *Motion passed.*

DJ Mears Y
Tom Milbrodt Y

Sonja Apple-Chamberlain Y
Bob Midden Y

Dallas Ziegler Y

Carolyn Rava Y

Resolution #FIN-02-12-2019

Motion to Amend 2019 Estimated Resources

DJ Mears made a motion to amend the 2019 Certificate of Estimated Resources of the District to a new total amount of \$9,545,331.85. This amount includes the following changes of (\$88,012.70) in fund revenues at this time (December 31 2019):

006. 0206. 404000	STATE FUNDS	(\$5,000.00)
006. 0206. 405100	FEDERAL FUNDS	\$3,000.00
006. 0206. 406802	FEES – MEDICAID	\$1,200.00
006. 0206. 406803	FEES – INSURANCE	(\$11,000.00)
006. 0206. 407500	TRANSFERS	(\$5,000.00)
008. 0208. 400105	LEVY HOLMSTEAD RLBK	\$1,562.45
008. 0208. 400305	MOBILE HOME-HMSTD/ROLL/2%	\$50.25
008. 0208. 407000	OTHER RECEIPTS	\$316.70
009. 0209. 405100	FEDERAL FUNDS	(\$17,000.00)
009. 0209. 407000	OTHER RECEIPTS	\$817.90
010. 0210. 405100	FEDERAL FUNDS	(\$7,000.00)
010.0210.407709	LOCAL GOVERNMENT FUNDS	(\$1,000.00)
011. 0211. 407500	TRANSFERS	(\$25,000.00)
012. 0212. 406800	REGISTRAR FEES	\$160.00
012. 0212. 406801	CERTIFIED BIRTH CERTIFICATES	\$15,900.00
012. 0212. 406802	CERTIFIED DEATH CERTIFICATES	\$7,000.00
012. 0212. 406806	BURIAL PERMIT FEES	\$80.00
013. 0213. 404000	STATE FUNDS	\$23,200.00
013. 0213. 405100	FEDERAL FUNDS	(\$18,500.00)
013. 0213. 406800	FEES	(\$6,000.00)
013. 0213. 406801	FEES – MEDICARE	\$54,000.00
013. 0213. 406802	FEES – MEDICAID	(\$110,000.00)
013. 0213. 406803	FEES – INSURANCE	\$73,500.00
013. 0213. 407000	OTHER RECEIPTS	\$6,700.00
025. 0225. 407500	TRANSFERS	(\$35,000.00)
028. 0228. 407500	TRANSFERS	(\$35,000.00)

Dallas Ziegler seconded the motion. Roll call vote taken. *Motion passed.*

DJ Mears Y
Tom Milbrodt Y

Sonja Apple-Chamberlain Y
Bob Midden Y

Dallas Ziegler Y

Carolyn Rava Y

**Resolution #FIN-03-12-2019****Motion to Amend 2019 Appropriations**

DJ Mears made a motion to amend the 2019 annual appropriations of the District. The following changes in fund appropriations are needed at this time (December 16, 2019):

006. 0206. 520100	NURSING-SUPPLIES	\$130.82
006. 0206. 540100	NURSING-CONTR. SVCS.	(\$910.22)
006. 0206. 564100	NURSING-EQUIPMENT	\$168.20
006. 0206. 569900	NURSING-OTHER EXPENSES	\$611.20
007. 0207. 510000	ENVIRONMENTAL-SALARIES	\$2,521.39
007. 0207. 520100	ENVIRONMENTAL – SUPPLIES	(\$3,000.00)
007. 0207. 540100	ENVIRONMENTAL-CONTR. SVCS.	(\$2,000.00)
007. 0207. 550100	ENVIRONMENTAL-TRAVEL & EXP.	(\$1,000.00)
007. 0207. 560800	ENVIRONMENTAL-ADV. & PRINTING	(\$2,833.19)
007. 0207. 569900	ENVIRONMENTAL-OTHER EXPENSES	\$5,804.11
007. 0207. 571500	ENVIRONMENTAL-P.E.R.S.	\$507.69
008. 0208. 560800	LEVY - ADV. & PRINTING	\$266.24
008. 0208. 564100	LEVY – EQUIPMENT	\$2,883.35
008. 0208. 569900	LEVY - OTHER EXPENSES	(\$3,149.59)
009. 0209. 520100	SEWAGE – SUPPLIES	\$43.03
009. 0209. 540100	SEWAGE - CONTR. SVCS.	(\$1,479.34)
009. 0209. 564100	SEWAGE – EQUIPMENT	\$1,436.31
010. 0210. 510000	PH INFRAST – SALARIES	\$137.37
010. 0210. 550100	PH INFRAST - TRAVEL & EXP.	(\$900.57)
010. 0210. 571500	PH INFRAST - P.E.R.S.	\$763.20
011. 0211. 540100	WIC - CONTR. SVCS.	(\$106.78)
011. 0211. 550100	WIC - TRAVEL & EXP.	\$106.78
012. 0212. 510000	REGISTRAR-SALARIES	\$1,996.41
012. 0212. 520100	REGISTRAR – SUPPLIES	(\$800.00)
012. 0212. 540100	REGISTRAR-CONTR. SVCS.	(\$143.82)
012. 0212. 569900	REGISTRAR-OTHER EXPENSES	(\$800.00)
012. 0212. 571500	REGISTRAR-P.E.R.S.	\$247.41
012. 0212. 572900	REGISTRAR-REMIT TO STATE	(\$500.00)
013. 0213. 569900	FQHC-OTHER EXPENSES	\$1,434.80
013. 0213. 571500	FQHC-P.E.R.S.	(\$1,434.80)
018. 0218. 510000	WATER – SALARIES	(\$189.37)
018. 0218. 560800	WATER - ADV. & PRINTING	\$48.42
018. 0218. 564100	WATER – EQUIPMENT	\$24.64
018. 0218. 571500	WATER - P.E.R.S.	\$116.31
025. 0225. 564100	FOOD SERV – EQUIPMENT	\$95.73
025. 0225. 571500	FOOD SERV - P.E.R.S.	(\$95.73)
029. 0229. 564100	S POOLS – EQUIPMENT	\$24.37
029. 0229. 569600	S POOLS – MEDICARE	(\$24.37)

TOTAL \$0.00

DJ Mears made a motion to amend the 2019 annual appropriations of the District. The following changes in fund appropriations are needed at this time (December 17, 2019):



007. 0207. 520100	ENVIRONMENTAL – SUPPLIES	(\$27.30)
007. 0207. 569600	ENVIRONMENTAL-MEDICARE	\$27.30
010. 0210. 550100	PH INFRAST - TRAVEL & EXP.	(\$4.52)
010. 0210. 569600	PH INFRAST – MEDICARE	\$4.52
012. 0212. 569900	REGISTRAR-OTHER EXPENSES	(\$24.19)
012. 0212. 569600	REGISTRAR-MEDICARE	\$24.19
TOTAL		\$0.00

DJ Mears made a motion to amend the 2019 annual appropriations of the District. The following changes in fund appropriations are needed at this time (December 31, 2019):

006. 0206. 510000	NURSING-SALARIES	(\$4,000.00)
006. 0206. 540100	NURSING-CONTR. SVCS.	(\$18,000.00)
007. 0207. 575600	ENVIRONMENTAL-EMPTY INS.	(\$3,500.00)
009. 0209. 510000	SEWAGE – SALARIES	(\$1,500.00)
009. 0209. 540100	SEWAGE - CONTR. SVCS.	(\$8,500.00)
009. 0209. 560800	SEWAGE - ADV. & PRINTING	(\$500.00)
009. 0209. 564100	SEWAGE – EQUIPMENT	\$.05
009. 0209. 569900	SEWAGE - OTHER EXPENSES	(\$2,000.05)
009. 0209. 571500	SEWAGE - P.E.R.S.	(\$2,500.00)
009. 0209. 572900	SEWAGE - REMIT TO STATE	(\$500.00)
010. 0210. 540100	PH INFRAST - CONTR. SVCS.	(\$500.00)
010. 0210. 560800	PH INFRAST - ADV. & PRINTING	(\$500.00)
010. 0210. 575600	PH INFRAST - EMPTY INS.	(\$1,000.00)
011. 0211. 510000	WIC – SALARIES	(\$4,000.00)
011. 0211. 520100	WIC – SUPPLIES	(\$1,000.00)
011. 0211. 540100	WIC - CONTR. SVCS.	(\$1,000.00)
011. 0211. 569900	WIC - OTHER EXPENSES	(\$1,000.00)
012. 0212. 540100	REGISTRAR-CONTR. SVCS.	(\$8.64)
012. 0212. 575600	REGISTRAR-EMPTY INS.	\$8.64
013. 0213. 510000	FQHC-SALARIES	(\$55,000.00)
013. 0213. 520100	FQHC-SUPPLIES	(\$50,000.00)
013. 0213. 540100	FQHC-CONTRACT SERVICES	(\$58,000.00)
013. 0213. 560800	FQHC-ADV. & PRINTING	(\$4,000.00)
013. 0213. 562800	FQHC-CAPITAL PROJECTS	(\$81,000.00)
013. 0213. 569900	FQHC-OTHER EXPENSES	\$100.00
013. 0213. 571500	FQHC-P.E.R.S.	(\$10,000.00)
013. 0213. 575600	FQHC-EMPTY INS.	(\$27,000.00)
018. 0218. 510000	WATER – SALARIES	(\$2,700.00)
018. 0218. 569900	WATER - OTHER EXPENSES	(\$1,500.00)
018. 0218. 575600	WATER - EMPTY INS	(\$900.00)
025. 0225. 510000	FOOD SERV – SALARIES	(\$60,000.00)
025. 0225. 550100	FOOD SERV - TRAVEL & EXP.	(\$3,000.00)
025. 0225. 571500	FOOD SERV - P.E.R.S.	(\$9,000.00)
025. 0225. 575600	FOOD SERV - EMPTY INS	(\$10,000.00)
028. 0228. 510000	MCH – SALARIES	(\$4,700.00)
028. 0228. 520100	MCH – SUPPLIES	(\$24,000.00)
028. 0228. 560800	MCH - ADV. & PRINTING	(\$1,500.00)



028. 0228. 571500	MCH - P.E.R.S.	(\$500.00)
028. 0228. 575600	MCH - EMPLY INS.	(\$900.00)
029. 0229. 510000	S POOLS – SALARIES	(\$4,000.00)
	TOTAL	(\$457,600.00)

Motions seconded by Carolyn Rava. Roll call vote taken. *Motion passed.*

DJ Mears Y	Sonja Apple-Chamberlain Y	Dallas Ziegler Y	Carolyn Rava Y
Tom Milbrodt Y	Bob Midden Y		

Brief discussion held whether these reductions are done or carrying into 2020 and actual amount of budget numbers. No further comments or questions voiced.

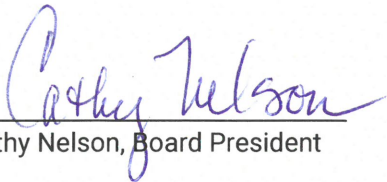
BOARD OF HEALTH QUESTIONS, COMMENTS AND DIRECTOR UPDATES

- **Health Commissioner:**

Ben reviewed a new board packet design which will decrease the amount of attachments, graphs and charts adding the Finance Report will remain and unchanged. Each member received a sample "Health Trends Report" which will indicate information that is pertinent alerts rather than standard day to day business. Once a quarter each department will provide more of the quarterly data and graphs/charts. Board member stated this would be beneficial to highlight areas of each departments high concerns within the community such as restaurants (those with critical or repeated violations) or individual establishments. Ben added this content can be changed and adjusted as requested by the board. Board all in agreement to the new Health Trends Reporting. Sonja and DJ request they continue to receive paper copies.

Board member voiced concern and brief discussion held regarding the growing and selling of medical marijuana in Ohio as well as selling within Wood County. Brief discussion also held regarding the expense of the Dental Center now verses in the future and increasing focus to the Medicaid population. No further questions or comments by board members.

Meeting Adjournment: Bob Midden made a motion to adjourn at 2:13pm. DJ Mears seconded the motion. Voice vote taken. *Motion passed.*


Cathy Nelson, Board President


Ben Batey, Health Commissioner
Secretary to the Board

