

Board of Health Meeting Minutes December 10, 2020

The December board of health meeting was held virtual through GoToMeeting due to the current COVID19 pandemic.

Cathy Nelson, Board President, called the meeting to order at 6:00pm. Roll call attendance was taken.

BOH Present: Bob Midden, DJ Mears, Tom Milbrodt, Cathy Nelson, Carolyn Rava, Nilgun Sezginis, Betty Woods, Dallas Ziegler, Richard Strow.

Staff Present: Tina Cox, Ben Robison, Amy Jones, Diane Krill, Jackie Mears, Lexie Jacobs, Tracy Henderly, Julie Kauffman, Lana Glore

Guests: Debbie Rogers – Sentinel Tribune; David Dupont – BG Independent News; Clint Corpe – WBGU; Tom Hammett – WC Community Health Center Board President; Ben Batey - BGSU

Approval of minutes: Tom Milbrodt made a motion to approve the November 12, 2020 minutes. Nilgun Sezginis seconded the motion noting correction of finance motion 01-12-20, date correction to October 16, 2020. Voice vote was taken. Richard Strow abstained. *Motion passed*

Betty Woods made a motion to approve the November 24, 2020 special board meeting minutes. Carolyn Rava seconded the motion. Voice vote was taken. *Motion passed*

Approval of Warrants: Tom Milbrodt made a motion to approve the warrants. Dallas Ziegler 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Public Comment: None

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. Mr. Espen will serve the term which will commence December 17, 2020 and run until December 16, 2022. DJ Mears seconded the motion. A voice vote was taken. *Motion passed*

PERSONNEL – Dallas Ziegler, Chair

Resolution #PER-01-12-2020

Motion to appoint Lisa Frost to Part-Time Intermittent Clinical Service Assistant position.

Dallas Ziegler made a motion to appoint Lisa Frost to the Part-Time Intermittent Clinical Services Assistant position. Ms. Frost will be paid at Grade 3, Step 2 at the rate of \$16.43 per hour and will serve a 180-day probationary period. Carolyn Rava 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Resolution PER#02-12-2020

Motion to approve Update of Organizational Chart effective November 24th, 2020

Dallas Ziegler made a motion to approve the organization chart update. Changes include addition of Jessica Crouch to the vacant Full-Time Admin/Finance Secretary position. Richard Strow seconded the motion. A voice vote was taken. *Motion passed*

FINANCE – Nilgun Sezginis, Chair

Resolution #FIN-01-12-2020

Motion to Transfer Funds - Date Correction

Nilgun Sezginis made a motion to approve the correction of the date, in Resolution #FIN 01-11-2020, Transfer of Funds. The incorrect date was typed as April 20, 2020. The corrected date is October 16, 2020.

Motion to approve the transfer of \$46,000.00 from the Levy Fund. These monies cover the expenditures of programs or services that the Health District Levy supports (~~April 20, 2020~~) October 16, 2020. DJ Mears seconded the motion. A roll call vote was taken. *Motion passed*

\$25,000.00 – Fund 9 – Sewage
\$19,000.00 – Fund 11 – WIC
\$2,000.00 – Fund 29 – Swimming Pools

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

Resolution #FIN-02-12-2020

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 (November 13, 2020):

007. 0207. 564100	ENVIRONMENTAL-EQUIPMENT	\$250.00
007. 0207. 575600	ENVIRONMENTAL-EMPTY INS.	(\$250.00)
018. 0218. 510000	WATER – SALARIES	\$1,200.00
018. 0218. 571500	WATER - P.E.R.S.	\$500.00
018. 0218. 575600	WATER - EMPTY INS	(\$1,700.00)
025. 0225. 564100	FOOD SERV – EQUIPMENT	\$1,250.00
025. 0225. 575600	FOOD SERV - EMPTY INS	(\$1,250.00)
029. 0229. 564100	S POOLS – EQUIPMENT	\$425.00

029. 0229. 572900	S POOLS - REMIT TO STATE	(\$425.00)
008. 0208. 510000	LEVY – SALARIES	\$153,000.00
008. 0208. 571500	LEVY - P.E.R.S.	\$9,800.00
009. 0209. 510000	SEWAGE – SALARIES	\$21,000.00
009. 0209. 571500	SEWAGE - P.E.R.S.	\$2,800.00
	TOTAL	\$186,600.00

Betty Woods 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Resolution #FIN-03-12-2020

Motion to Approve Change of Pay Rate and Title for Kendra Wise

Nilgun Sezginis made a motion to approve change of pay rate and title for Kendra Wise from Sanitarian-In-Training Grade 7, Step 2 at \$21.15 per hour, to a Registered Sanitarian Grade 8, Step 2 at \$22.34 per hour, retroactive to November 13, 2020. November 13 is the date that the Ohio Department of Health approved Kendra's application for Registered Sanitarian. 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Resolution #FIN-04-12-2020

Motion to Approve Agreements with Contractors for the Water Pollution Control Loan Fund/H2Ohio 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/H2O Loan Fund.

Main & Sons Plumbing, Heating, & AC, Jeremy Main

\$8,699.00 (15421 Bowling Green Road, Plain Twp.)

\$12,928.00 (15300 S. River Road, Freedom Twp.)

\$9,428.00 (27717 Brander Road, Lake Twp.)

\$11,399.00 (11292 Cloverdale Road, Portage Twp.)

\$18,756.00 (19368 Dixie Hwy, Center Twp.)

\$10,447.69 (5501 N. River Road, Freedom Twp.)

Total for Main & Sons \$71,657.69

Betty Woods 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Resolution #FIN-05-12-2020**Motion to approve Academic Affiliation Agreement between Kettering College and the Wood County Combined General Health District**

Nilgun Sezginis made a motion to approve the Academic Affiliation Agreement between Kettering Medical Center d/b/a Kettering College and the Wood County Health District. This agreement will allow the opportunity for students to do clinical rotations at the Wood County Community Health Center. Carolyn Rava 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Resolution #FIN-06-12-2020**Motion to approve Academic Affiliation Agreement between The University of Findlay and the Wood County Combined General Health District**

Nilgun Sezginis made a motion to approve the Academic Affiliation Agreement between The University of Findlay and the Wood County Health District. This agreement will allow the opportunity for nursing students to do clinical rotations at 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 Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Tom Milbrodt Y Bob Midden Y Richard Strow Y

A brief discussion was held regarding agreements with no money tied to the resolution. Board decided in the future these resolutions would be placed as program resolutions.

Resolution #FIN-07-12-2020**Motion to approve the following with CareSource - First Amendment, Exhibit A.1 Physician/Provider/Group Reimbursement for Medicaid, Exhibit B Medicare Advantage, D-SNP Plan, & Compensation Schedules, & Exhibit A.3 Integrated Care Delivery System (MyCare) Reimbursement for Medicare/Medicaid**

Nilgun Sezginis made a motion to approve the following with CareSource for medical services provided at the Health Center- First Amendment, Exhibit A.1 Physician/Provider/Group Reimbursement for Medicaid, Exhibit B Medicare Advantage, Dual-Eligible Special Needs Plan (D-SNP), and Plan Compensation Schedules, & Exhibit A.3 Integrated Care Delivery System (MyCare) Reimbursement for Medicare/Medicaid. Richard Strow 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Resolution #FIN- 08-12-2020**Motion to Approve Contract with S&S Cleaning**

Nilgun Sezginis made a motion to approve the contract with S & S Cleaning, pending Prosecutor's approval, for building cleaning services up through December 31, 2021. The total annual contract is not to exceed

\$27,720.00. This consists of \$2,310.00 to be paid monthly for janitorial services. 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Resolution #FIN-09-12-2020

Motion to Approve the Amendment with Bowling Green State University to continue to assist with conducting Covid-19 Contract Tracing Activities

Nilgun Sezginis made a motion to approve, pending Prosecutor's approval, the Amendment with Bowling Green State University to continue to assist with conducting contract tracing activities to minimize potential spread and adapt to disruptions caused by community spread of Covid-19 for the amount of \$24,000.00. This agreement will allow for Bowling Green State University to continue to assist with case interviews and contact tracing activities required under the ODH Contact Tracing Grant Agreement CT21 that the Wood County Health District was awarded. Betty Woods seconded the motion. A roll call vote was taken. Bob Midden abstained. *Motion passed*

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

Resolution #FIN-10-12-2020

Motion to approve the Memorandum of Understanding with Bowling Green State University for the cold storage of the COVID-19 vaccine

Nilgun Sezginis made a motion to approve the Memorandum of Understanding with Bowling Green State University, pending Prosecutor's approval, for the cold storage of the COVID-19 vaccine. Betty Woods seconded the motion. A roll call vote was taken. Bob Midden abstained. *Motion passed*

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

A brief discussion was held regarding security with Ben Robison stating we are required to restricted access to WCHD employees only.

Resolution #FIN-11-12-2020

Motion to extend, until a future date to be determined by the board of health, allowance for employees to accrue vacation & comp/flex time past the current maximum allowances in light of extenuating circumstances due to the coronavirus pandemic.

Nilgun Sezginis made a motion to extend, until a future date to be determined by the board of health, allowance for employees to accrue vacation & comp/flex time past the current maximum allowances in light of extenuating circumstances due to the coronavirus pandemic. Richard Strow seconded the motion. A roll call vote was taken. DJ Mears abstained. *Motion passed*

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

Resolution #FIN-12-12-2020**Motion to approve the use of temporary staffing in the Finance division to assist with additional workflow and projects.**

Nilgun Sezginis made a motion to approve the use of temporary staffing in the Finance division to assist with additional workflow and projects. We would like to bring in 1 full-time and 1 part-time accountant for 6 months at an estimated cost of \$49,183.68. Betty Woods 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

The board discussed the above positions and agreed there be flexibility with the temporary positions, adding whether it be full and/or part time accountants for 6 months at the estimated cost.

Resolution #FIN-13-12-2020**Motion to Approve the Contracts with the Wood County Health District and the following listed individuals for the Team Member COVID-19 Positions.**

Nilgun Sezginis made a motion to approve each contract between Wood County Health District and the following listed individuals for Team Member COVID-19 Response Positions. These are independent contractor positions to assist with contract tracing activities and communications to minimize potential spread and adapt to disruptions caused by community spread of COVID-19.

The amount each contract for the **COVID Response Team Member position** will be up to \$10,000.00 through December 30, 2020. Funding for this contract will come from the ODH Contact Tracing Grant Agreement SFY 2020 that the Wood County Health District was awarded.

Response Team Member contract positions:

Drew Rodkey: Betty Woods 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

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

Cathy Nelson Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Renee Black: Carolyn Rava 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Lori Bolchalk: Dallas Ziegler 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
Tom Milbrodt Y Bob Midden Y Richard Strow Y

Executive Session:

Nilgun Sezginis made a motion at 6:47pm to move at that the Board go into executive session for the purpose of discussing and considering the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee, official, licensee or regulated individual, unless the employee, official, licensee or regulated individual requests a public hearing. Ben Robison and Tracy Henderly were invited. Carolyn Rava seconded the motion. A roll call vote was taken. Motion passed to enter into executive session.

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

Betty Woods made a motion at 7:02pm to return from executive session. Tom Milbrodt seconded the motion. A roll call vote was taken. *Motion passed*

Resolution #FIN-14-12-2020

Motion to waive, until a future date to be determined by the board of health, the requirements for vacation cash outs that necessitate employees use 2 weeks of vacation time in the previous & current year to allow for employees who are currently at 75% or higher of their vacation accrual entitlement to request cash outs.

Nilgun Sezginis made a motion to waive, until a future date to be determined by the Board of Health the requirement, the requirements for vacation cash outs that necessitate employees use 2 weeks of vacation time in the previous & current year to allow for employees who are currently at 75% or higher of their vacation accrual entitlement to request cash outs. Bob Midden seconded the motion. A roll call vote was taken. DJ Mears abstained. *Motion passed*

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

Director Updates: No Director updates**Health Commissioner Report:**

- Public Health Advisory – 3 indicators activated currently. The case is ranked 52nd with cases today at 805.
- Contact Tracing – 2862 have been contacted from the team over the last month with 1600 close contacts identified through this.
- Commercial and social media campaign pushes are being released in the coming weeks.
- Second pop up testing was held at PB high school. Over 800 tested with 222 positives from various counties, 50 were from Wood County.
- Vaccines: Pfizer vaccine has been approved by the FDA. First date of shipment for the Wood County Health Department will be on or around the week of 12/22. It is unknown how many doses the first shipment will contain, more information is rolling out. Each staff member of WCHD have a role in this campaign and working diligently. Armavax is being looked at for pre-registration and should take care of any manual data entry that otherwise would be needed. Those without smart phones will be call ins to register.

- A COVID19 holiday campaign for public messaging is underway which includes a Santa self-scoring quiz toward keeping Santa healthy; COVID Pledge which encourages the pledger to pull in 10 individuals to take the pledge until January 5th; Holiday contest winning a cash prize no less than 1,000 dollars. The winner will be drawn on January 15th.



Cathy Nelson, Board President

1/15/21

Date



Benjamin Robison, Health Commissioner
Secretary to the Board

1/15/21

Date