

**Board of Health Meeting Minutes**  
**June 10<sup>th</sup>, 2021**

The June Board of Health meeting was held both in person at the Job and Family Services multi-purpose room and remotely through Microsoft Teams.

Tom Milbrodt, Board Vice President, called the meeting to order at 5:05 pm followed by the Pledge of Allegiance. Tom Milbrodt turned the meeting over to Cathy Nelson, President, at 5:13 pm.

**BOH Present:** Bob Midden, DJ Mears, Tom Milbrodt, Cathy Nelson, Nilgun Sezginis, Dallas Ziegler. Attending via call on Microsoft Teams: Carolyn Rava, Betty Woods, Richard Strow. Due to clarity through remote audio connection, Richard Strow signed off at 5:15 pm and Betty Woods signed off at 5:25 pm.

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

**Guests:** Debbie Rogers – Sentinel Tribune; David Dupont – BG Independent News; Clint Corpe – Morning News; Linda Holmes – Assistant County Prosecutor

**Approval of minutes:** Dallas Ziegler made a motion to approve the May 13<sup>th</sup>, 2021 minutes. Nilgun Sezginis seconded the motion. Voice vote was taken. *Motion passed*

**Approval of Warrants:** Dallas Ziegler made a motion to approve the warrants. DJ Mears seconded the motion. A roll call vote was taken. *Motion passed*

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

**Public Comment:** None

**PERSONNEL – Dallas Ziegler, Chair****Resolution #PER-01-06-2021                      Motion to Approve the Wood County Health Department Masking Policy**

Dallas Ziegler made a motion to approve the policy for the use of masks following the lifting of mandates by the State of Ohio. This resolution will remain in force until rescinded. Revisions may be implemented by the Health Commissioner, in consultation with the Board President, to address future changes to public health guidelines. The Health Commissioner will inform the Board of all such revisions, which will be effective until the next Board meeting, when the Board can affirm, modify or rescind them. Tom Milbrodt seconded the motion. A voice vote was taken. Rachel Bowlus opposed. *Motion passed.*

**FINANCE – Nilgun Sezginis, Chair****Resolution #FIN-01-06-2021                      Motion to Approve the FQHC Federal Financial Report (FFR) for Period Ending 1/31/2021**

Nilgun Sezginis made a motion to approve the Federal Financial Report (FFR) for Period Ending 1/31/21 for the Wood County Community Health Center, including carryover request total of \$304,416.00. The carryover

includes budgets that total to \$97,518.00 of Quality Improvement funds and \$206,898.00 Integrated Behavioral Health Services. DJ Mears seconded the motion. A roll call vote was taken. *Motion passed*  
A voice vote was taken. *Motion passed*

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

**Resolution #FIN-02-06-2021**

**Motion to Approve the FQHC American Rescue Plan Act Budget & SF424A Form**

Nilgun Sezginis made a motion to approve the FQHC America Rescue Plan Act Budget & SF424A Form. Tom Milbrodt seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Y Rachel Bowlus Y Betty Woods Abstained

**Resolution #FIN-03-06-2021**

**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 / H2Ohio Loan Fund. DJ Mears seconded the motion. A roll call vote was taken. *Motion passed*

|                                   |  |
|-----------------------------------|--|
| Mastin Site Services, Cody Mastin | \$12,789.00 (3322 Douglas Road, Montgomery Twp.) |
|                                   | \$10,435.00 (8760 Dowling Road, Perrysburg Twp.) |
|                                   | \$13,637.00 (29332 East Broadway, Lake Twp.)     |

**Total for Mastin Site Services \$36,861.00**

|                          |  |
|--------------------------|--|
| Main & Sons, Jeremy Main | \$ 4295.00 (5310 Orchard Place, Lake Twp.)       |
|                          | \$24,502.00 (2635 Moline Martin Road, Lake Twp.) |

**Total for Main & Sons \$28,797.00**

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Y Rachel Bowlus Y

**Resolution #FIN-04-06-2021**

**Motion to Enter into a Contract with BGSU for Use of the Field House for the COVID-19 vaccine campaign.**

Nilgun Sezginis made a motion to approve WCHD to enter into a contract with BGSU, pending prosecutor approval, for use of the Field House for the COVID-19 vaccine campaign. This contract will cover the daily facility lease and other costs associated with operating it as a mass vaccination site. DJ Mears seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Abstained Rachel Bowlus Y

**Resolution #FIN-05-06-2021****Motion to Modify the Agreement between Wood County Health District and the following independent contractors.**

Nilgun Sezginis made a motion to modify the agreement between Wood County Health District and the independent contractors for the term and amount listed below. These independent contractor positions will continue to assist with COVID response and the COVID vaccination campaign. Bob Midden seconded the motion. Roll call vote was taken. *Motion passed*

**COVID-19 Response Team Lead:**

- Elizabeth McGrady, extended until September 30, 2021, for an amount not to exceed \$50,900 (\$19,700 of additional funding).
- Ontha Oberley, extended until September 30, 2021, for an amount not to exceed \$50,900 (\$19,700 of additional funding).

**COVID-19 Communications Team Member:**

- Beth Peery, extended until September 30, 2021, for an amount not to exceed \$30,000 (\$4,000 of additional funding).
- Matt Thompson, extended until September 30, 2021, for an amount not to exceed \$39,000 (\$13,000 of additional funding).

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Y Rachel Bowlus Y

**Resolution #FIN-06-06-2021****Motion to Modify the Agreement between Wood County Health District and the following independent contractor.**

Nilgun Sezginis made a motion to modify the agreement between Wood County Health District and the independent contractor for the term and amount listed below. This independent contractor position will continue to assist with COVID response and the COVID vaccination campaign. Tom Milbrodt seconded the motion. A roll call vote was taken. *Motion passed*

**COVID-19 Response Team Lead:**

- Mary Dennis, extended until September 30, 2021, for an amount not to exceed \$50,900 (\$19,700 of additional funding).

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Abstained Rachel Bowlus Y

**Resolution #FIN-07-06-2021****Motion to approve the contracts with the Wood County Health District and the following entities to support vaccine administration.**

Nilgun Sezginis made a motion to authorize Wood County Health Department to contract with any EMS agency, hospital, provider group, or pharmacy that is properly licensed and operates in Wood County for the purpose of administering COVID-19 vaccines and other medical countermeasures, pending Prosecutor's approval. Contract terms unrelated to compensation may be adjusted, pending Prosecutor's approval.

Compensation rates shall be the following:

- For individual administration of vaccine at a home, business or other location, \$150 per address visited;

- For Pfizer or Johnson & Johnson vaccines administered in a clinic setting, the greater of \$250 per vial or a flat fee of \$500;
- For Moderna vaccines administered in a clinic setting, the greater of \$500 per vial or a flat fee of \$500.

Contracting entities may invoice Wood County Health Department at these rates for any vaccination support provided since May 24, 2021. Compensation will be drawn from awarded federal dollars. Bob Midden seconded the motion. Roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Y Rachel Bowlus Y

A brief discussion was held regarding the fees between the Moderna and Pfizer and Johnson & Johnson. Ben clarified there are twice the doses in the Moderna. Clarification of funding in addition to full authorization for Pfizer and Moderna and length of time the Health Department would be continuing to provide clinics were also briefly discussed.

**Resolution #FIN-08-06-2021**

**Motion to Approve an Agreement with the Hospital Council of Northwest Ohio.**

Nilgun Sezginis made a motion to approve an agreement with the Hospital Council of Northwest Ohio, pending Prosecutor's approval, to complete the 2021 Wood County Community Health Improvement Plan (CHIP). The Wood County Health Department is partnering and splitting the cost with the Wood County Hospital in this agreement totaling no more than \$11,250. The Wood County Health Department's portion of the cost is not to exceed \$5,625. Dallas Ziegler seconded the motion. Roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Y Rachel Bowlus Y

**Resolution #FIN-09-06-2021**

**Motion to Approve Contract with Seneca County General Health District to Provide PHEP Planner and Epidemiology Services.**

Nilgun Sezginis made a motion to approve a contract with Seneca County General Health District, pending Prosecutor's approval, to provide Public Health Emergency Preparedness (PHEP) planner and epidemiological services from July 1, 2021 to June 30, 2022. 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. Bob Midden seconded the motion. Roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Y Rachel Bowlus Y

**Resolution #FIN-10-06-2021**

**Motion to Approve Expenditure of up to \$50,000 to Promote COVID Vaccinations within Wood County.**

Nilgun Sezginis made a motion to authorize Wood County Health Department to expend up to \$50,000 of awarded federal funding to promote COVID vaccinations within Wood County. Funds will be used for media buys and other related activities. Specific strategies will be recommended by Hanson Inc. or their agent, through partnership with the VProject, which is covering the cost of media consulting. Bob Midden seconded the motion. Roll call vote was taken. *Motion passed*


Board President, Cathy Nelson, requested executive session at 6:32 p.m. 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. Ben Robison was invited to stay adding there was no expected resolution to come from this executive session. Tom Milbrodt seconded the motion. Motion passed

Bob Midden made a motion to come out of executive session at 7:18 p.m. Nilgun Sezginis seconded the motion. Motion passed

Bob Midden made a motion to adjourn at 7:30 p.m. Rachel Bowlus seconded the motion. *Motion passed*

  
\_\_\_\_\_  
Cathy Nelson, Board President

7/15/21  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Benjamin Robison, Health Commissioner  
Secretary to the Board

7/15/21  
\_\_\_\_\_  
Date

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Y Rachel Bowlus Y

**Resolution #FIN-11-06-2021**

**Motion to Approve Memorandum of Understanding (MOU)  
with Wood County Net-Plus Transportation Services.**

Nilgun Sezginis made a motion to approve the MOU with Wood County Net-Plus Transportation Services between Wood County Job and Family Services, Wood County Health District, and Wood County Board of County Commissioners. The Wood County Health District's payments shall not exceed \$12,000 in a one-year period. This MOU will be in effect from July 2021 through June 30, 2022. DJ Mears seconded the motion. Roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Y Rachel Bowlus Y

**I. Board questions/comments to directors:** Tracy Henderly informed the board she has requested an extension for the audit to mid-August.

**II. Health Commissioner:**

- Ben provided an update to the potential of building discussion beginning with the Health Center. Ben reminded this is HRSA funds being awarded to FQHC's for capital improvements. The Health Center's application is due June 24<sup>th</sup>. Large blue prints were provided for each board member to view where the plans have currently been discussed. Items being requested are extra exam rooms, consultation rooms, expanded pharmacy and a laundry room. This renovation would replace current office areas located in that area. This is a 3-year time line to complete this project. A brief discussion was held regarding the blue prints adding the next conversation in the future would be possible expansion to the rest of the building.
- Linda Holmes spoke on SB22 and the implications it would have on local health departments and their authority highlighting changes made to the bill late in the process changed language so that health departments can only order individuals who have been diagnosed with a disease into isolation or quarantine, not those exposed. Linda spoke on a couple of examples such as Ebola and Tuberculosis and how this bill could affect the ability for timely quarantining and disinfecting of establishments such as schools.
- COVID-19 Update: Wood County is about 15 cases per 100,000. June 2<sup>nd</sup> was the first day in a long time with no reported cases adding Wood County has a strong vaccine rate and July will show a slow down with clinics/events moving from managing to surveillance. This may pick up as return to school arrives. Ben added there is a shortage of behavioral resources available and Wood County is looking at how to work around this. Brief discussion was held regarding the remaining of doses of Johnson & Johnson, expiration and plans.
- Ben asked for the Board's permission to award a Public Health Day, a paid day off, on July 2<sup>nd</sup> for all staff as a thank you for all the hard work from staff toward COVID-19 emergency response for the past year.

**PERS #02-06-2021**

**Public Health Day off for all staff Friday, July 2<sup>nd</sup>, 2021.** Tom Milbrodt made a motion approving Friday, July 2<sup>nd</sup>, 2021 as a paid day off for all staff in recognition of all the hard work the staff has provided in response to the COVID-19 Pandemic. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Abstained Nilgun Sezginis Y Dallas Ziegler Y Carolyn Rava Y  
Tom Milbrodt Y Bob Midden Y Rachel Bowlus Y