

**Board of Health Meeting Minutes  
July 15th, 2021**

The July Board of Health meeting was held both in person at Wood County Health Department.

Cathy Nelson, Board President, called the meeting to order at 5:31 pm followed by the Pledge of Allegiance.

**BOH Present:** Bob Midden, DJ Mears, Tom Milbrodt, Cathy Nelson, Nilgun Sezginis, Dallas Ziegler, Richard Strow.

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

**Guests:** Debbie Rogers – Sentinel Tribune; Clint Corpe – Morning News

**Approval of minutes:** Tom Milbrodt made a motion to approve the June 10<sup>th</sup>, 2021 minutes. Nilgun Sezginis seconded the motion. Voice vote was taken. Richard Strow abstained. *Motion passed*

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

**Public Comment:** None

**PROGRAM – Dallas Ziegler, Chair**

**Resolution #PRG 01-07-2021**

**Motion to Approve the Participant Agreement between  
OACHC and Wood County Health Department**

Dallas Ziegler made a motion to approve the Participant Agreement between OACHC and Wood County Health Department which would make available certain value-based payment (VBP) arrangements with third party payors for the health center pending prosecutor approval. DJ Mears seconded the motion. By request Diane explained this was an opportunity for the Health Center to receive additional payments by providing higher quality of care. A voice vote was taken. *Motion passed*

**PERSONNEL – Dallas Ziegler, Chair**

**Resolution #PER 01-07-2021**

**Motion to Accept the Resignation of Alex Aspacher**

Dallas Ziegler made a motion to accept the resignation of Alex Aspacher, Community Outreach Coordinator-Health Promotion and Preparedness Division effective July 9, 2021. Mr. Aspacher has been a valued member of the department since 2017. Richard Strow seconded the motion. A voice vote was taken. *Motion passed.*

**Resolution #PER 02-07-2021**

**Motion to Accept the Resignation of Rhonda Stoner**

Dallas Ziegler made a motion to accept the resignation of Rhonda Stoner, Social Worker-Health Center Division effective July 30<sup>th</sup>, 2021. Ms. Stoner has been a valued member of the department since 2014. Nilgun Sezginis seconded the motion. A voice vote was taken. *Motion passed.*

**FINANCE – Nilgun Sezginus, Chair**

**Resolution #FIN-01-07-2021**

**Motion to Transfer Funds**

Nilgun Sezginis made a motion to approve the electronic transfer of \$26,387.00 to the Wood County Board of County Commissioners for the debt service due in 2021, on May 11, 2021.

\$26,387.00 – Fund 8 – Boiler & AC – 5<sup>th</sup> of 10 payments

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

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

**Resolution #FIN-02-07-2021**

**Motion to Amend 2021 Appropriations**

Nilgun Sezginis made a motion to amend the 2021 annual appropriations of the District. The following changes in fund appropriations are needed at this time (June 14, 2021):

007. 0207.540100	ENVIRONMENTAL-CONTR. SVCS.	\$1,107.89
007. 0207.575600	ENVIRONMENTAL-EMPLY INS.	\$1,200.00
007. 0207.550100	ENVIRONMENTAL-TRAVEL & EXP.	\$454.72
008. 0208.510000	LEVY – SALARIES	\$206,000.00
008. 0208.540100	LEVY - CONTR. SVCS.	\$186,773.04
008. 0208.550100	LEVY - TRAVEL & EXP.	\$1,772.96
008. 0208.560800	LEVY - ADV. & PRINTING	\$1,609.97
008. 0208.564100	LEVY - EQUIPMENT	\$355.76
008. 0208.569600	LEVY – MEDICARE	\$3,400.00
008. 0208.569900	LEVY - OTHER EXPENSES	\$19,786.07
008. 0208.571500	LEVY – P.E.R.S.	\$34,000.00
008. 0208. 575600	LEVY - EMPLY INS.	\$57,500.00
009. 0209.550100	SEWAGE - TRAVEL & EXP.	\$157.45
010. 0210 540100	PH INFRAST - CONTR. SVCS.	\$2,629.13
011. 0211.520100	WIC - SUPPLIES	\$3,091.02
011. 0211.550100	WIC - TRAVEL & EXP.	\$165.20
011. 0211.569900	WIC - OTHER EXPENSES	\$3,280.48
012. 0212.572900	REGISTRAR-REMIT TO STATE	\$52.50
012. 0212.575600	REGISTRAR-EMPLY INS.	\$1,700.00
013. 0213.550100	FQHC-TRAVEL & EXP.	\$18.69
013. 0213.560800	FQHC-ADV. & PRINTING	\$13,731.56
013. 0213.569900	FQHC-OTHER EXPENSES	\$17,403.66
018. 0218.540100	WATER - CONTR. SVCS	\$634.21
018. 0218.550100	WATER - TRAVEL & EXP.	\$149.52
018. 0218.569900	WATER - OTHER EXPENSES	\$1,055.84
018. 0218.571500	WATER – P.E.R.S.	\$600.00
025. 0225.540100	FOOD SERV - CONTR. SVCS	\$3,915.10
025. 0225.550100	FOOD SERV - TRAVEL & EXP.	\$634.48
029. 0229.540100	S POOLS - CONTR. SVCS	\$252.67
029. 0229.550100	S POOLS - TRAVEL & EXP.	\$77.28
	<b>TOTAL</b>	<b>\$563,509.20</b>

Bob Midden seconded the motion. A brief discussion was held regarding contracted salaries and reimbursement through Federal Funds. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

**Resolution #FIN-03-07-2021 Motion to Approve the Health Center Construction and Capital Improvements Application, Budget Justification, and SF424C to HRSA**

Nilgun Sezginis made a motion to approve the application, including the budget justification and SF424C, for the American Rescue Plan – Health Center Construction and Capital Improvements for a total of \$517,105 of Federal Funds Requested. Dallas Ziegler seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

**Resolution #FIN-04-07-2021 Motion to Approve the 2019 Health Center Independent Audit Report and Cost Report**

Nilgun Sezginis made a motion to approve the 2019 Health Center Independent Audit Report and Cost Report. The Independent Audit Report and Cost Report has been submitted to the Department of Medicaid for the processing of the Alternate Payment Method, APM. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

**Resolution #FIN-05-07-2021 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. Bob Midden seconded the motion. Lana Glore responded to board members questions regarding status of the fund balance stating this fund has been spent and is close to having a waiting list.

Main & Sons Plumbing, Heating, & AC, Jeremy Main \$13,421.00 (1239 Millbury Road, Lake Twp.)  
\$23,158.00 (558 Union Street, Montgomery Twp.)

**Total for Main & Sons \$36,579.00**

A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

**Resolution #FIN-06-07-2021 Motion to Approve the BCBS Provider Agreement**

Nilgun Sezginis made a motion to approve the Anthem BCBS Provider Agreement. This agreement will allow for the Health Center to be able to provide the covered medical services to patients that are Blue Cross Blue Shield members, and for the Health Center to be able to bill appropriately for the covered medical service.

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 Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

**Resolution #FIN-07-07-2021****Motion to Approve the Preceptor Affiliation Agreement with Tiffin University**

Nilgun Sezginis made a motion to approve the Preceptor Affiliation Agreement with Tiffin University. This agreement will allow for the Health Center to provide appropriate clinical learning experiences to students in Tiffin University clinic program to assist in meeting the demand in the field of healthcare professionals. Dallas Ziegler seconded the motion. Diane Krill explained this particular agreement was based around Behavioral Health services training and is similar to classroom training. Students of Tiffin University would be training here at the Health Center and evaluated. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

**Resolution #FIN-08-07-2021****Motion to Approve the Wood County Employee Health Benefits Plan Memorandum of Understanding**

Nilgun Sezginis made a motion to approve the Wood County Employee Health Benefits Plan Memorandum of Understanding between the Board of County Commissioners of Wood County and the Wood County Health Department to provide health, prescription drug, vision, dental and life insurance coverage for eligible Wood County employees and their dependents. Richard Strow seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

**Resolution #FIN-09-07-2021****Motion to Update the "Holidays" Section of the Wood County Health Department Employee Handbook**

Nilgun Sezginis made a motion to update the "Holidays" section of the Wood County Health Department Employee Handbook. This update will commemorate the Juneteenth holiday (June 19<sup>th</sup>) by aligning the health department holidays with the state and federal holiday calendars, while continuing to recognize the day after Thanksgiving. 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 Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

**Resolution #FIN-10-07-2021****Motion to Approve the Business Associate Agreements with Ohio Association of Community Health Centers (OACHC) and Azara, the Memorandum of Agreement (MOA) with OACHC, and the Sublicensing Agreement with OACHC**

Nilgun Sezginis made a motion to Approve the Business Associate Agreements with Ohio Association of Community Health Centers (OACHC) and Azara, the Memorandum of Agreement (MOA) with OACHC, and the Sublicensing Agreement with OACHC. Approving the agreements and the MOA will allow for the Health Center to move forward with Ohio Data Integration Platform (ODIP) utilizing Azara DVRS as the population health management tool. Azara DRVS is a web-based data warehouse and reporting solution that provides reports, key performance indicators and visualization of various data measures captured from the Electronic Practice Management (EPM) and the Electronic Medical Records (EMR) systems. The annual subscription fees will include a \$0.35 per encounter fee (\$12,000.00 annual minimum), plus a data assurance plan cost of \$4,000.00. This annual subscription price will remain the same for the next three years. There will be a data connector fee, which is a one-time fee of \$37,500.00. The costs will be covered by the HRSA Integrated Behavioral Health Services Award and carryover funds. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

### **I. Board questions/comments to directors**

- Board member questioned the substance abuse deaths in regard to overdose, particularly Fentanyl. Tracy Henderly will check the vital stats data reports for this level of detail and provide this information at the August meeting.
- Board member questioned a particular steak house high level of critical violations. Lana stated those critical violations upon reinspection have been corrected and this restaurant normally has good inspections.
- Board President opened the floor to discussion as to resuming the smaller committee meetings that previously were held a half hour prior to the start of the board meeting. These were paused during the pandemic. All in agreement the committee meetings will restart with the August meeting. Committee's are to meet at 5:30 p.m. with the full board meeting to begin at 6 p.m.

### **II. Health Commissioner**

- a. Building Project Discussion: Final HRSA application step completed for the CHC building project. Beginning discussions have started for a wider expansion for the Health Department for what may be needed as well as costs and funding. DJ Mears complimented the drawings that were created for the whole expansion adding he feels the facility needs more storage for the Health Department, waiting rooms for each Dental and Health Centers, storage for PPE and possibly the addition of a drive thru Pharmacy. Appreciate mentioned for the cooperation of the County Commissioners.
- b. Executive Director/PHSCO – This position is being reviewed and how it operates due to the recent resignation of the Executive Director. PHSCO discussions are underway to begin returning to a shared service model between Wood, Williams, Fulton, Defiance and Paulding.
- c. CDC released a study on increase in percentage to 44% compared to last year in those leaving the Public Health field due to the challenges faced with the pandemic. Staff are being encouraged to begin taking time away to recover, board member suggested having a motivational speaker for staff for a day to assist.
- d. Clean Plate Awards announced and can be viewed on social media as well.
- e. House Bill 244 set to become into effect in October and will directly impact schools. Ben has already started conversations with schools. Vaccine rates continue strong, cases are low but are climbing. Delta variant is highly transmissible; however, boosters are not yet advised. Tracking of cases have changed and can be viewed on the WCHD web page as well as social media.

Richard Strow made a motion to go into executive session at 6:50 p.m. for the purpose of discussing and considering the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Tracy Henderly, Amy Jones and Ben Robison were invited.

DJ Mears made a motion at 7:10 to return to regular session seconded by Tom Milbrodt. A roll call vote was taken. Motion passed

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

### **Resolution #PER-03-07-2021**

### **Motion to create and add the Public Health Information Education Manager position**

Richard Strow made a motion in executive session to create and add the Public Health Information and Education Manager position. Dallas Ziegler seconded the motion. Roll call vote was taken. Motion passed.

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y  
Tom Milbrodt Y Bob Midden Y

Richard Strow made a motion to adjourn at 7:20 p.m. Bob Midden seconded the motion. *Motion passed*



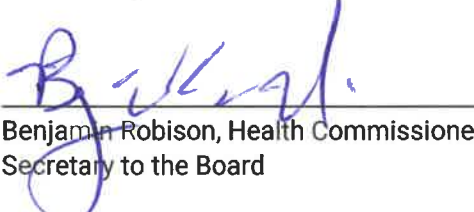
---

Cathy Nelson, Board President

8/12/21

---

Date



---

Benjamin Robison, Health Commissioner  
Secretary to the Board

8/13/21

---

Date