

Board of Health Meeting Minutes November 10, 2021

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

Cathy Nelson, Board President, called the meeting to order at 6:04 p.m. followed by the Pledge of Allegiance and introductions.

BOH Present: Bob Midden, Tom Milbrodt, DJ Mears, Cathy Nelson, Nilgun Sezginis, Dallas Ziegler, Richard Strow, Kim Hertzfeld, Rachel Bowlus.

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

Guests: Debbie Rogers – Sentinel Tribune; Jan Mclaughlin and Michael K. – Independent News; Brytanne Strayer, Isaac Bailey, Tonya S., Louis Fahrbach, Vicky Croft, Nate L., Jen Music, Larry Yanak, Chris A., David Desser, Joe S., Kathleen S., Bill Stephenson, – Public

Approval of minutes: Bob Midden made a motion to approve the October 14, 2021 minutes. Nilgun Sezginis seconded the motion. DJ Mears abstained. Voice vote was taken. *Motion passed*

Approval of Warrants: Richard Strow made a motion to approve the warrants. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y	Nilgun Sezginis Y	Dallas Ziegler Y	Richard Strow Y	DJ Mears Y
Bob Midden Y	Tom Milbrodt Y	Rachel Bowlus Y	Kim Hertzfeld Y	

Public Comment: Public comments were heard by the board regarding masks, quarantine and mandate questions and concerns voiced by community parents. Ben Robison added that we are actively engaged with the state while maintaining focus to public health while acknowledging the public feedback and adding into the discussion there is no effort in Wood County or in any other knowledge regarding a vaccine mandate.

Rachel Bowlus addressed the public and the board reciting sections of the roles and responsibilities and bylaws of the board of health regarding the setting of policies. Rachel Bowlus further made a motion the commissioner nor employee not make any policy or recommendation concerning masks or vaccines without prior approval of the Wood County Board of Health. DJ Mears seconded the motion. Cathy Nelson added this is currently the process without resolutions and this would require further discussion. This motion is tabled for additional information and further discussion by Bob Midden and seconded by Tom Milbrodt. A voice vote was taken. No abstentions. *Motion passed*

Cathy Nelson confirmed additional information and research articles regarding masks would be placed on the website adding the board appreciated the public and community input that was given this evening.

PERSONNEL – Dallas Ziegler, Chair**Resolution PER-01-11-2021****Motion to appoint Katy Serr to the Full-Time Registered Environmental Health Specialist position.**

Dallas Ziegler made a motion to appoint to the Katy Serr to the Full-Time Registered Environmental Health Specialist position. Ms. Serr will be paid at Grade 8 Step 8 at the rate of \$28.78 per hour and will serve a 180-day probationary period. Her start date is pending at this time. Bob Midden seconded the motion. DJ Mears would like to see the parameters used to determine the steps voicing a concern at starting the step so high. Ben added these are the steps established by Archer based on previous experience between the resume submitted. A roll call vote was taken. *Motion passed*

Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y DJ Mears Y
Bob Midden Y Tom Milbrodt Y Rachel Bowlus Y Kim Hertzfeld Y

Resolution PER-02-11-2021**Motion to appoint Sarah Easterwood to the Full-Time Environmental Health Assistant position.**

Dallas Ziegler made a motion to appoint to the Sarah Easterwood to the Full-Time Environmental Health Assistant position. Ms. Easterwood will be paid at Grade 3 Step 2 at the rate of \$16.84 per hour and will serve a 180-day probationary period. Her start date is pending at this time. DJ Mears seconded the motion. A voice vote was taken. *Motion passed*

Resolution PER-03-11-2021**Motion to Accept the Resignation of Jessica Parrish**

Dallas Ziegler made a motion to accept the resignation of Jessica Parrish, Clinical Service Assistant in the Finance Division effective November 2, 2021. Ms. Parrish has been a valued member of the department since 2020. Tom Milbrodt seconded the motion. A voice vote was taken. *Motion passed*

Resolution PER-04-11-2021**Motion to approve Update of Organizational Chart Effective November 10, 2021**

Dallas Ziegler made a motion to approve changes to include addition of vacancy to the Part-Time Nurse Practitioner position, addition of vacancy to the Registered Environmental Health Specialist/REHS in Training position, addition of Jennifer Campos to the Full-Time Community Outreach Coordinator position, addition of vacant Health Educator position and change in title to Fran Leass from Behavioral Health Specialist to Behavioral Health Specialist II. Rachel Bowlus seconded the motion. A voice vote was taken. *Motion passed*

FINANCE – Nilgun Sezginis, Chair

Resolution FIN-01-11-2021

Motion to adopt the 2022 Wood County Health Department Retail Food Establishment and Food Service Operation Program Fees

Nilgun Sezginis made a motion to adopt the 2022 Wood County Health Department Retail Food Establishment and Food Services Operation Fees. Tom Milbrodt seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y DJ Mears Y
Bob Midden Y Tom Milbrodt Y Rachel Bowlus Y Kim Hertzfeld Y

Resolution FIN-02-11-2021

Motion to Transfer Funds

Nilgun Sezginis made a motion to approve the electronic transfer of \$963.00, on October 26, 2021 to the Wood County Justice Center for the 3rd Quarter 2021 for background checks by electronic fingerprinting from the following funds:

\$899.00 – Fund 08 – Bd of Hlth – Levy
\$32.00 – Fund 09 – Sewage
\$32.00 – Fund 11 – WIC

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

Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y DJ Mears Y
Bob Midden Y Tom Milbrodt Y Rachel Bowlus Y Kim Hertzfeld Y

Nilgun Sezginis made a 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 (October 19, 2021).

\$25,000.00 – Fund 11 – WIC

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

Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y DJ Mears Y
Bob Midden Y Tom Milbrodt Y Rachel Bowlus Y Kim Hertzfeld Y

Resolution #FIN-03-11-2021

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 (October 20, 2021):

006. 0206. 520100	NURSING-SUPPLIES	\$800.00
006. 0206. 560800	NURSING-ADV. & PRINTING	\$144.00
007. 0207. 550100	ENVIRONMENTAL-TRAVEL & EXP.	\$275.00
008. 0208. 540100	LEVY - CONTR. SVCS.	\$1,169,688.50
008. 0208. 560800	LEVY - ADV. & PRINTING	\$2,450.00
008. 0208. 564100	LEVY - EQUIPMENT	\$2,550.00
008. 0208. 569900	LEVY - OTHER EXPENSES	\$3,900.00
011. 0211. 550100	WIC - TRAVEL & EXP.	\$199.00

011. 0211. 569900	WIC - OTHER EXPENSES	\$350.00
013. 0213. 520100	FQHC-SUPPLIES	\$59,000.00
013. 0213. 550100	FQHC-TRAVEL & EXP.	\$151.00
013. 0213. 560800	FQHC-ADV. & PRINTING	\$150.00
013. 0213. 564100	FQHC-EQUIPMENT	\$3,100.00
013. 0213. 569900	FQHC-OTHER EXPENSES	\$3,700.00
018. 0218. 571500	WATER - P.E.R.S.	\$700.00
025. 0225. 550100	FOOD SERV - TRAVEL & EXP.	\$800.00
025. 0225. 560800	FOOD SERV - ADV. & PRINTING	\$85.00
029. 0229. 550100	S POOLS - TRAVEL & EXP.	\$11.00
029. 0229. 569900	S POOLS - OTHER EXPENSES	\$32.00
009. 0209. 520100	SEWAGE – SUPPLIES	\$85.00
009. 0209. 569900	SEWAGE - OTHER EXPENSES	\$500.00
009. 0209. 572900	SEWAGE - REMIT TO STATE	\$258.00
009. 0209. 575600	SEWAGE - EMPLY INS.	(\$843.00)
	TOTAL	\$1,248,085.50

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 (October 27, 2021):

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

Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y DJ Mears Y
Bob Midden Y Tom Milbrodt Y Rachel Bowlus Y Kim Hertzfeld Y

Resolution FIN-04-11-2021 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 2021 Water Pollution Control Loan Fund / H2Ohio Loan Fund. Tom Milbrodt seconded the motion. A roll call vote was taken. *Motion passed*

Mastin Site Services, Cody Mastin
\$3,105.00 (5332 Orchard Place, Lake Twp.)

Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y DJ Mears Y
Bob Midden Y Tom Milbrodt Y Rachel Bowlus Y Kim Hertzfeld Y

Resolution #FIN-05-11-2021 Motion to Approve Agreement with Maxim Healthcare Staffing Services, Inc.

Nilgun Sezginis made a motion to approve the agreement with Maxim Healthcare Staffing Services, Inc. This agreement will allow for Medical Assistants, RN/LPN's, and Dental Assistants to work in the Health Center as supplemental staffing, when there is a need. Tom Milbrodt seconded the motion. A voice vote was taken. *Motion passed*

Resolution #FIN-06-11-2021**Motion to Revise the Compensation Terms for the Vaccinator MOUs.**

Nilgun Sezginis made a motion to authorize the Health Department to revise the compensation terms for the Vaccinator MOUs, pending Prosecutor's approval, to account for changes in the number of doses of COVID vaccine per vial. The updated terms would compensate contractors at the rate of \$50 per dose of COVID vaccine administered in a POD or clinic setting, regardless of the type of dose, e.g., adult primary, pediatric primary, or booster dose. Non-compensatory terms in the MOU may continue be adjusted as needed, pending Prosecutor's approval. DJ Mears seconded the motion. A roll call vote was taken.

Motion passed

Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y DJ Mears Y
Bob Midden Y Tom Milbrodt Y Rachel Bowlus Y Kim Hertzfeld Y

Resolution #FIN-07-11-2021**Motion to Extend the Agreement with SurveyMonkey for One Year.**

Nilgun Sezginis made a motion to authorize the Health Department to extend the agreement with SurveyMonkey to maintain the HIPAA-compliant features, which support gathering of protected health information across all programs. The service agreement will total \$9,950 for the year. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y Richard Strow Y DJ Mears Y
Bob Midden Y Tom Milbrodt Y Rachel Bowlus Y Kim Hertzfeld Y

Nilgun Sezginis read the 3rd & Final reading by title only for the proposed Food Service Operation, Retail Food Establishment (FSO/RFE) fee revisions for 2022

COMMUNITY – DJ Mears**Resolution CMY-01-11-2021****Motion to commemorate the life and contributions of Roger Richard.**

DJ Mears made a motion to commemorate the life and contributions of Roger D. Richard, who passed away on September 12, 2021. Mr. Richard worked 28 years as a real estate transfer specialist in the Wood County auditor's office and was active in many aspects of Henry County government, including as president and board member of the Henry County Board of Health. On the Henry County Board of Health, Mr. Richard provided support and counsel to Wood County Board of Health, which directly contributed to advancements in public health within our community. The Wood County Board of Health extends our condolences to his family and joins the broader community in mourning the passing of Mr. Richard. Bob Midden thanked DJ Mears. Richard Strow seconded the motion. A voice vote was taken. *Motion passed*

Updates and Reports

Cathy Nelson announced the nominating committee has nominated Nilgun Sezginis as Vice President. DJ Mears seconded the motion. A voice vote was taken. *Motion passed*

DJ Mears commented whether the tabled motion needs a time frame added. Richard Strow commented this could be any length of time and a motion would need to be made to be removed from the table before being voted on.

I Director Updates: Lana Glore welcomed and introduced Ghassan Tafla as Assistant Environmental Health Specialist. Ghassan gave a brief introduction to the board.


Kim Hertzfeld was welcomed as a new board member appointed by Perrysburg. Kim provided the board with a brief introduction.

II Health Commissioner

- a. **CMS Vaccine Requirement:** Ben informed the board and discussion was held regarding a CMS Vaccine rule stating CMS regulated facilities be required to implement processes regarding staff vaccinations in order to continue receiving Medicare or Medicaid funding. There must be a process in place assuring all eligible staff are vaccinated or a process be in place which they can seek exemptions and the facility make accommodations for those receiving exemptions to safely work as well as a place for documenting vaccination status and compliance within a CMS regulated facility. Timelines established for vaccinations or exemptions: One dose shot series must be received by all eligible staff on or before December 6 OR the two-dose series be completed by or on January 4th with the second dose completed by this date. This ruling is being reviewed by the Prosecutor to determine if this is affecting the Health Center only or as a whole as a Department. There will be a special board meeting scheduled to determine the next action to be taken.
- b. **Health Department building discussion:** Board discussed and agreed to obtain quotes to expand the HPP space, add in an operation center/meeting area and expand out the Environmental area to become offices which would expand west and south to the sidewalk.
- c. **COVID-19 update:** Ben announced cases have been steadily increasing since October. The State of Ohio did award the Health Department with funding that will cover emergency responses efforts thus far as well as FEMA funding which will also be covering the most if not all the vaccine costs. Ben also announced the State is currently focusing on mental health support programs due to the impact from this Pandemic and its duration. He will be participating with the first meeting at the end of the month.

III Board of Health questions / comments


Bob Midden made a motion to adjourn at 7:59pm. Dallas seconded the motion. A voice vote was taken. *Motion passed*



Cathy Nelson, Board President



Date



Benjamin Robison, Health Commissioner
Secretary to the Board



Date