



**Board of Health Meeting Minutes
June 9, 2022**

The June Board of Health meeting was held in person at the Wood County Health Department Board Room.

Tom Milbrodt, Board President, called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance.

BOH Present: Bob Midden, Tom Milbrodt, DJ Mears, Dallas Ziegler, Sue Yoder, Rachel Bowlus were in attendance. Nilgun Sezginis attended virtually through Microsoft Teams.

Staff Present: Tina Cox, Ben Robison, Diane Krill, Lana Glore, Amy Jones, Julie Kauffman.
Staff on Audio: Chrissy Downs – Finance Director Contractor

Guests: David Dupont – Independent News; Deb Rogers – Sentinel Tribune; Stephen Meredith – Community Health Center Board President; Jan McLaughlin – Independent News.

Approval of Minutes: Bob Midden made a motion to approve the May 12, 2022 minutes. Sue Yoder seconded the motion. Voice vote was taken. *Motion passed*

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

Rachel Bowlus Y	Kim Hertzfeld Y	DJ Mears Y	Bob Midden Y
Tom Milbrodt Y	Nilgun Sezginis Y	Dallas Ziegler Y	Sue Yoder Y

PROGRAM – Dallas Ziegler, Chair (10 minutes)

PRG-01-06-2022 Motion to grant a Private Well Variance for 23114 Dunbridge Road, Perrysburg Township

Dallas Ziegler made a motion to grant a Private Well Variance for 23114 Dunbridge Road, Perrysburg Township. The variance is permitted by the Ohio Department of Health Private Water Rules, Ohio Administrative Code 3701-28. The variance request was made by the homeowner due to a property line dispute that resulted in a reduction in the distance to the lot line. DJ Mears seconded the motion. A voice vote was taken. *Motion passed*

PRG-02-06-2022 Motion to approve the Data Sharing and Access Agreement with Azara Healthcare, LLC

added

Dallas Ziegler made a motion to approve the Data Sharing and Access Agreement with Azara Healthcare, LLC which will take reasonable steps to ensure that the electronic data transmission of PHI (Public Health Information) between Wood County Community Health Center and Azara are timely, complete, accurate and secure in compliance with the HIPAA (Health Insurance Portability and Accountability Act). Richard Strow seconded the motion. A voice vote was taken. *Motion passed*

PERSONNEL – Dallas Ziegler, Chair (15 minutes)

PER-01-06-2022 Motion to Accept the Resignation of Erin Bouk

Dallas Ziegler made a motion to accept the resignation of Erin Bouk, Part-Time Dental Assistant effective 6/6/2022. Ms. Bouk has been a valued member of the department since March of 2022. Bob Midden seconded the motion. A voice vote was taken. *Motion passed*

PER-02-06-2022 Motion to Appoint Erika Konecny to the Full Time Clinical Services Assistant Position

Dallas Ziegler made a motion to appoint Erika Konecny to the Full-Time CSA position. Ms. Konecny will begin at grade 3 Step 1 at the rate of \$16.68 and will serve a 180-day probationary period. Her start date is pending at this time. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Rachel Bowlus Y	Kim Hertzfeld Y	DJ Mears Y	Bob Midden Y
Tom Milbrodt Y	Nilgun Sezginis Y	Dallas Ziegler Y	Sue Yoder Y

PER-03-06-2022 Motion to Create a Part-time Dietetic Technician Position

Dallas Ziegler made a motion to create a new, part-time Dietetic Technician position status. This position will report to the WIC Program Manager and be paid at grade 5. Richard Strow seconded the motion. A roll call vote was taken. *Motion passed*

Rachel Bowlus Y	Kim Hertzfeld Y	DJ Mears Y	Bob Midden Y
Tom Milbrodt Y	Nilgun Sezginis Y	Dallas Ziegler Y	Sue Yoder Y

PER-04-06-2022 Motion to Accept the Resignation of Shannon Irick

Dallas Ziegler made a motion to accept the resignation of Shannon Irick, Full-Time Clinical Services Assistant effective 7/8/2022. Ms. Irick has been a valued member of the department since March of 2018. DJ Mears seconded the motion. A voice vote was taken. *Motion passed*

PER-05-06-2022 Motion to Appoint Danica Erdman to the Full Time Clinical Services Assistant Position

Dallas Ziegler made a motion to appoint Danica Erdman to the Full-Time CSA position. Ms. Erdman will begin at grade 3 Step 2 at the rate of \$17.51 and will serve a 180-day probationary period. Her start date is pending at this time. Rachel Bowlus seconded the motion. A roll call vote was taken. *Motion passed*

Rachel Bowlus Y	Kim Hertzfeld Y	DJ Mears Y	Bob Midden Y
Tom Milbrodt Y	Nilgun Sezginis Y	Dallas Ziegler Y	Sue Yoder Y

FINANCE – Nilgun Sezginis, Chair (30 minutes)

FIN-01-06-2022 Motion to apply for the FY23 Health Resources and Services Administration Service Area Competition funding

Richard Strow made a motion to apply for the FY23 Health Resources and Services Administration (HRSA) Service Area Competition funding opportunity. This application will allow us to continue our Health Center Services as an FQHC with a funding total of \$1,181,543.00. DJ Mears seconded the motion. A roll call vote was taken. *Motion passed*

Rachel Bowlus Y	Kim Hertzfeld Y	DJ Mears Y	Bob Midden Y
Tom Milbrodt Y	Nilgun Sezginis Y	Dallas Ziegler Y	Sue Yoder Y

FIN-02-06-2022 Motion to approve contract with Susan Wilson, LLC

Richard Strow made a motion to approve a contract with Susan Wilson, LLC to assist with the FY23 HRSA Service Area Competition Application. Ms. Wilson will assist in the completion and submission of the 2-part application at a rate of \$150.00 per hour with the total project cost not to exceed \$19,500.00. Kim Hertzfeld seconded the motion. A roll call vote was taken. *Motion passed*

Rachel Bowlus Y Kim Hertzfeld Y DJ Mears Y Bob Midden Y
 Tom Milbrodt Y Nilgun Sezginis Y Dallas Ziegler Y Sue Yoder Y

FIN-03-06-2022 Motion to amend appropriations

Richard Strow made a motion to amend the appropriations of the District. The following changes in fund appropriations are needed at this time.

006.0206.575500 Nursing – Workers Compensation	\$2,700.00
007.0207.575500 Environmental – Workers Compensation	\$3,000.00
008.0208.575500 General Fund – Workers Compensation	\$6,500.00
010.0210.569900 PHEP – Miscellaneous Expenses	\$1,000.00
010.0210.575500 PHEP – Workers Compensation	\$1,000.00
006.0206.564100 Nursing – Equipment	\$300.00
010.0210.550100 PHEP – Travel	\$500.00
010.0210.564100 PHEP – Equipment	\$2,155.58
012.0212.550100 Registrar – Travel	\$50.00
018.0218.564100 Water – Equipment	\$302.19

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

Rachel Bowlus Y Kim Hertzfeld Y DJ Mears Y Bob Midden Y
 Tom Milbrodt Y Nilgun Sezginis Y Dallas Ziegler Y Sue Yoder Y

FIN-04-06-2022 Motion to approve annual contribution of \$20,000.00 to Wood County Family Children First Council for Service Coordination

Richard Strow made a motion to make an annual contribution of \$20,000.00 to Wood County Family Children First Council. These Service Coordination dollars will be used to fund direct services for Wood County youth and families as needs are identified by their Service Coordination team and other funding sources are not available or allowable. These direct services include, but are not limited to, respite services, day camps, furnishings, and clothing for children, mentoring services, parenting education services, and a wide variety of other direct services to help maintain Family Stability and prevent removal of the children from their homes and community. DJ Mears seconded the motion. A roll call vote was taken. *Motion passed*

Rachel Bowlus Y Kim Hertzfeld Y DJ Mears Y Bob Midden Y
 Tom Milbrodt Y Nilgun Sezginis Y Dallas Ziegler Y Sue Yoder Y

FIN-05-06-2022 Motion to Approve the Aetna Better Health Provider Agreement, Medicaid Product Addendum & Service and Rate Schedule

Richard Strow made a motion to approve the Aetna Better Health Provider Agreement, Medicaid Product Addendum and the Service and Rate Schedule. This agreement will allow for the Health Center to be able to provide or arrange for provision of healthcare services to persons eligible for and enrolled in a managed Medicaid program administered by the Ohio Department of Medicaid. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Rachel Bowlus Y Kim Hertzfeld Y DJ Mears Y Bob Midden Y
 Tom Milbrodt Y Nilgun Sezginis Y Dallas Ziegler Y Sue Yoder Y

Updates and Reports (30 minutes)

I. Director Updates

- Amy Jones, Deputy Health Commissioner, informed the board there is to be a total solar eclipse April 8th, 2024 and Wood County will be a high demand viewing area and planning has already started in preparing for the impacts of a population surge from restaurants to hotels and parks. At a future point, a speaker will be attending a board meeting to provide further information on the preparedness and planning.
- Diane Krill, CEO of the Community Health Center, informed the board a new agreement between WCHD and the Health Center will be needing reviewed and approved since the FQHC is applying for more funding.

II. Health Commissioner

- a. Health Department Workforce and Building Discussion: Lead for SSOE, Heather Judge of the Architectural firm selected to lead the process and review of the expansion, was available for discussion and questions from the board regarding finance and drawings. A hand out of revised drawings was provided to each board member for reference as the price of construction material costs have really gone up causing the price to go over budget. Following a lengthy discussion, the board agreed to proceed with page 1 (Plan 1) with changing the optometry room to a third Behavioral Health Room but include the outlet to change over to optometry further in the future.

FIN-06-06-2022 DJ Mears made a motion to finalize the original plan as listed as soon as possible, matching dollar for dollar of HRSA award (\$517,000) from the levy funds. Richard Strow seconded the motion. Heather will bring the final plan with final detail at the July meeting. Further discussion concluded this motion be tabled. Dallas Ziegler made a motion to table this resolution, Bob Midden seconded the motion.

Richard Strow made a motion authorizing SSOE to proceed with completing the drawings and cost estimates of drawing #1. Bob Midden seconded the motion. A voice vote was taken. *Motion passed*

- b. Community Health Assessment and Community Health Improvement Plan:
Final meeting is being held tomorrow and will be reviewing and determining the strategy over the next 3-year period. Plans are to have this completed by the end of June.
- c. BOH Member Training: Discussion regarding CE's for all members determines sending links would work best for each individual.
- d. Ben provided a brief update to the board around the recent outbreak of Monkey Pox and the Health Department is currently discussing a plan should this outbreak reach Ohio or Wood County.

III. Board of Health questions / comments

Board member questioned what the facility is doing regarding the baby formula shortage. Amy Jones stated WIC is putting out information and working with clients assuring they receive formula or substitutes. They are currently waiting for more word on the company in Michigan that will be back up and running. Board member suggested messaging on Facebook.


IV. Board of Health Bylaws – Board members agree to move forward with the final draft to discuss in July before finalizing.

Executive Session: Medical Director Discussion

Dallas Ziegler made a motion at 7:12 PM 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 inviting Ben Robison and Diane Krill. Richard Strow seconded the motion. A roll call vote was taken. *Motion passed*

Rachel Bowlus Y	Kim Hertzfeld Y	DJ Mears Y	Bob Midden Y
Tom Milbrodt Y	Nilgun Sezginis Y	Dallas Ziegler Y	Sue Yoder Y

DJ Mears made a motion to adjourn at 7:30PM, Bob Midden seconded the motion. A voice vote was taken. *Motion passed*



Tom Milbrodt, Board President
NIZARD SESSIONS, VP of BOH

7/14/2022
Date



Benjamin Robison, Health Commissioner
Secretary to the Board

7/15/22
Date

