



**Board of Health Meeting Minutes
August 11, 2022**

The August 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, DJ Mears, Tom Milbrodt, Cathy Nelson, Nilgun Sezginis, Dallas Ziegler, Rachel Bowlus, Kim Hertzfeld, were in attendance.

Staff Present: Tina Cox, Ben Robison, Julie Kauffman, Diane Krill, Courtney Riches

Guests: Deb Rogers – Sentinel Tribune; Jody Eaton – Community Health Center Board Member; Clint Corpe; members of the public

Tom Milbrodt introduced and welcomed new employee, Courtney Riches. Courtney provided a bit of her environmental background history to those present. Community Health Center board member Jody Eaton was also introduced. Members of the public had no comment to the board.

Approval of Minutes: Nilgun Sezginis made a motion to approve the July 14, 2022 minutes. Cathy Nelson seconded the motion. Tom Milbrodt, Rachel Bowlus and DJ Mears abstained. Voice vote was taken. *Motion passed*

Approval of Warrants: Cathy Nelson made a motion to approve the warrants. 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	Cathy Nelson Y	Nilgun Sezginis Y	Dallas Ziegler Y

PERSONNEL – Dallas Ziegler, Chair (15 minutes)

PER-01-08-2022 Motion to accept the resignation of Heather Zimmerman, Part-Time Intermittent Dental Assistant Position

Dallas Ziegler made a motion to accept the resignation of Heather Zimmerman, Part-Time Intermittent Dental Assistant effective July 1, 2022. Ms. Zimmerman has been a valued member of the department since 2019. DJ Mears seconded the motion. A voice vote was taken. *Motion passed*

PER-02-08-2022 Motion to reappoint Lisa Frost to the unclassified, Intermittent Clinical Services Assistant position

Dallas Ziegler made a motion to reappoint Lisa Frost to the unclassified, Intermittent Clinical Services Assistant position. Intermittent positions require reappointment annually. Intermittent appointments cannot exceed 1,000 hours annually. 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
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Tom Milbrodt Y Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y

PER-03-08-2022 Motion to appoint Ashley Scheutzow to the Intermittent Part-Time Dental Hygienist position

Dallas Ziegler made a motion to appoint Ashley Scheutzow to the Intermittent Part-Time Dental Hygienist position. This position will be paid at Grade 8 Step 9 at the rate of \$30.85 per hour. The 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 Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y

FINANCE – Nilgun Sezginis, Chair (30 minutes)

FIN-01-08-2022 Motion to approve agreements with contractors for the Water Pollution Control 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 2022 Water Pollution Control Loan Fund. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

T.E. Price, LLC, Kevin Aurand \$38,450.00 (24015 Bradner Road, Troy Twp.)

Total for T.E. Price, LLC \$38,450.00

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

FIN-02-08-2022 Motion to approve account agreement with AmerisourceBergen

Nilgun Sezginis made a motion to approve the account agreement with AmerisourceBergen as part of the Medication Assistance Treatment program. The approximate annual cost would be \$2,000. This will make available to purchase a medication called Sublocade which the Health Center providers are wanting to prescribe for their patients as part of the MAT program. Currently this medication is only available from 3 manufacturer approved vendors. 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 Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y

FIN-03-08-2022 Motion to approve out of state travel for Public Health Meeting

Nilgun Sezginis made a motion to approve out of state travel for William Bryant-Bey, Tyler Briggs and Ashleigh Konopka to attend the Ohio/Michigan Public Health Preparedness Meeting on Friday, September 23, 2022 from 10am – 12pm at the Lenawee County Health Department. These meetings facilitate cross-jurisdictional preparedness and awareness and include representatives from the bordering counties in both states and the regional planner and epidemiologist. Costs will be for mileage and time. Cathy Nelson 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 Cathy Nelson Y Nilgun Sezginis Y Dallas Ziegler Y

Updates and Reports (30 minutes)

- I. Ben Robison provided the Health Commissioner report with an update to the building renovation project. Temporary relocation discussions are underway during the construction process for WIC and the Health Center. Dental will continue to operate where they are. Diane Krill stated bid documents are nearing completion with bidding beginning on August 19 until September 1 before the bids go to the Commissioners. Diane has talked with Stan at Wood County Hospital for a temporary lease to a building on Haskins Road that used to be used for their Woman's Clinic. Numbers right now, \$5,000/month. Also, being looked at for that building is Internet, Cleaning, and Habitec Security; total for 5 months for temporary relocation during construction is roughly around \$35,000. WIC is speaking with the County about the Dunbridge facility where they were before as it is familiar to the WIC department and their clients. DJ Mears commented the move back to the Health Department was to save money for WIC, adding this may have not worked out as planned stating he would be in support of using Levy dollars for WIC to remain at Dunbridge should this be a future need.
 - a. The Community Health Improvement draft plan is going through its final review with a target of release in the fall to begin scheduling and having meetings. Reaccreditation has been underway for the past several months and to be submitted August 25th. There will be a 45-day comment period to respond to any concerns found by PHAB. Ben added there was a law that was passed requiring Health Departments to pursue accreditation to maintain eligibility for funding.
 - b. Bylaws – Regular meeting schedule has been adjusted in the recent revision of the Bylaws. Another regular meeting was added for the last regular business day of the calendar year. Dates of monthly meetings may change in months where meetings hit too early for finance. This changes to 1st Thursday on or after the 10th of each month. This effects the September board meeting which will be now September 15th.
 - c. CDC has updated guidance for COVID:
 - There no longer need for quarantine regardless of vaccine status.
 - Recommendation if exposed is to wear a mask for at least 10 days following exposure.Our messaging is including in addition to the above:
 - Live a healthy life style, get vaccinated.
 - If symptomatic, get tested and seek treatment.
 - d. Ben updated the board about Monkey Pox adding our webpage has another button with direct access to information and what can be done to reduce the risk. Vaccination takes 6 weeks to be fully vaccinated from a 2 step inter-dermal shot, WCHD has been allocated 40 doses (5 doses per vial) which will enable us to vaccinate update to 200 people.
 - e. Ben informed the board from January 1 of 2016 to June 30, of 2022 WCHD experienced a total of 27 E-Coli cases. In the last week we have received 15. A full investigation is underway, and a link has also been placed on our website to assist in information and reporting of illnesses.

The Bylaws that were presented at the July 14th meeting which was moved, seconded and passed (**GOV-01-07-2022**) that they be accepted as presented during the August 11th meeting for a vote which requires a 2/3 vote to the amendment. There are no revisions suggested and are now presented for a vote to approve the amended Bylaws and each of the (3) three parts which are Bylaws, Open Public Meetings Law and Policies and Procedures.

- **Approval to adopt 2022 amended Bylaws**

Board President, Tom Milbrodt stated the need for a roll call vote to be taken on the proposed Bylaws as presented at the July 14, 2022 meeting.

Rachel Bowlus Y
Tom Milbrodt Y

Kim Hertzfeld Y
Cathy Nelson Y

DJ Mears Y
Nilgun Sezginis Y

Bob Midden Y
Dallas Ziegler Y

Motion passes to adopt the 2022 amended Bylaws.

• **Approval of attachment – Open Meetings Law**

Board President, Tom Milbrodt, announced the need to do a roll call vote on the attachment of Public Open Meetings Law.

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

Motion passes to adopt the Open Meetings Law attachment.

• **Approval of attachment – Policies and Procedures**

Board President, Tom Milbrodt, announced the need to do a roll call vote approving the Policies and Procedures attachment.

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

Motion passes to adopt the 2022 Policies and Procedures.

II. Board Member Comments: Rachel Bowlus inquired on the establishing of the CDC data levels in comparison to Ohio’s data explaining CDC numbers and data are not matching Ohio. Ben explained in April he reported to the board there are two things happening, numbers are an estimate and they indicate this is just the framework in order for the local communities to make their own data adjustments and recommendations which are based on that data, adding this is what is happening. Here locally in Wood County, we make adjustments based on the actual hospital data that is seen and this gets applied to the reports and website.

Board was reminded of the below August training and to sign the acknowledgement form which was distributed.

August Board of Health Members CE Training: *Video link emailed to members*

• **Health Equity/Health in All Policies**

David Maywhoor, Executive Director, Ohio Public Health Association
[Health Equity and Health Disparities](#)

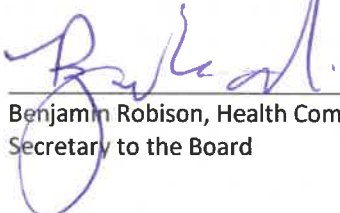
Bob Midden made a motion to adjourn at 7:15 pm. DJ Mears seconded the motion. A voice vote was taken. Meeting adjourned



Tom Milbrodt, Board President



Date



Benjamin Robison, Health Commissioner
Secretary to the Board



Date