



**Board of Health Meeting Minutes
April 13, 2023**

The April 13, 2023 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 6:03 p.m. followed by the Pledge of Allegiance.

BOH Present: Bob Midden, Tom Milbrodt, Rachel Bowlus, DJ Mears, Dallas Ziegler, Sue Yoder, and Kim Hertzfeld, Cathy Nelson and Nilgun Sezginis were in attendance.

Staff Present: Amy Jones, Ben Robison, Tina Cox, Chrissy Downs, Rick Nelson, Julie Kauffman, Kelly Bechstein, Lexie Jacobs

Guests: Chase Bochman - WTOL; Deb Rogers – Sentinel Tribune; Stephen Meredith – Community Health Center Board President; Sharon Schaeffer – Community Health Center board member; Jan Larson McLaughlin – BG Independent News.

Introductions: Tom Milbrodt introduced and welcomed new Environmental Health employee, Madeline Dyer and Dental Assistant, Yaima Castillo

Public Comment: There were no public comments

Approval of Minutes:

I. Approval of the December 30, 2022 meeting minutes will be moved to the May meeting for passing. A quorum of those in attendance in December was not met during this meeting.

II. Bob Midden made a motion to approve the February 15th, 2023, Board of Health Meeting minutes. Nilgun Sezginis seconded the motion. A voice vote was taken. DJ Mears, Rachel Bowlus and Cathy Nelson abstained. *Motion passed*

III. Bob Midden made a motion to approve the March 16th, 2023, Board of Health Meeting minutes. Dallas Ziegler seconded the motion. A voice vote was taken. Nilgun Sezginis and Cathy Nelson abstained. *Motion passed*

Approval of Warrants: Cathy Nelson made a motion to approve the March warrants. Bob Midden seconded the motion. A roll call vote was taken. All in favor. No abstentions. *Motion passed*

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

PROGRAM – Dallas Ziegler, Chair (15 minutes)

PRG-01-04-2023 Motion to approve the suspension of Food Service License NFRY-8N6SZK issued to Zhong Chen, Yum Yummy, 10677 Fremont Pike, Perrysburg

Dallas Ziegler made a motion to suspend current food service license with additional conditions thereafter. Cathy Nelson seconded the motion. Following a brief discussion, a roll call vote was taken. *Motion passed*

Rachel Bowlus Y
Tom Milbrodt Y
Dallas Ziegler Y

Kim Hertzfeld Y
Cathy Nelson Y

DJ Mears Y
Nilgun Sezginis Y

Bob Midden Y
Sue Yoder Y

PRG-02-04-2023 Motion to approve the suspension of Food Service License NFRY-8N6RUV issued to Nedley's Ice Cream and Coffee Cafe, 200 East South Boundary Street, Perrysburg

Dallas Ziegler made a motion to suspend the current food service license with additional conditions thereafter. Bob Midden seconded the motion. Following a brief discussion, a roll call vote was taken. *Motion passed*

Rachel Bowlus Y
Tom Milbrodt Y
Dallas Ziegler Y

Kim Hertzfeld Y
Cathy Nelson Y

DJ Mears Y
Nilgun Sezginis Y

Bob Midden Y
Sue Yoder Y

PERSONNEL – Dallas Ziegler, Chair (15 minutes)

PER-01-04-2023 Motion to appoint Rachel Geiser to the Full-time Dental Assistant

Dallas Ziegler made a motion to appoint Rachel Geiser to the full-time Dental Assistant position. She will be paid at a grade 3, step 10 at the rate of \$24.29 per hour 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
Tom Milbrodt Y
Dallas Ziegler Y

Kim Hertzfeld Y
Cathy Nelson Y

DJ Mears Y
Nilgun Sezginis Y

Bob Midden Y
Sue Yoder Y

PER-02-04-2023 Motion to update the organizational chart

Dallas Ziegler made a motion to update the organizational chart to revise the direct-report assignments in the Finance Division. Bob Midden seconded the motion. A voice vote was taken. All in favor. *Motion passed*

FINANCE – Nilgun Sezginis, Chair (30 minutes)

FIN-01-04-2023 Motion to approve the agreement with the National Association of County and City Health Officials (NACCHO) for the 2023 Medical Reserve Corps (MRC) Operational Readiness Award

Nilgun Sezginis made a motion to approve the MRC 23-0513 agreement with NACCHO for receipt of a \$10,000 grant monies to continue to build the capacity of Medical Reserve Corps (MRC) utilizing these MRC Operational Readiness Award funds. The aim of this funding is to build the operational readiness capabilities of MRC units to meet the emergency preparedness and response needs of local, regional, and statewide stakeholders. The term of this contract ends September 29, 2023. DJ Mears seconded the motion. A roll call vote was taken. *Motion passed*

Rachel Bowlus Y
Tom Milbrodt Y
Dallas Ziegler Y

Kim Hertzfeld Y
Cathy Nelson Y

DJ Mears Y
Nilgun Sezginis Y

Bob Midden Y
Sue Yoder Y

FIN-02-04-2023 Motion to approve Netwrix Agreement

Nilgun Sezginis made a motion to approve the agreement with Netwrix Corporation pending Prosecutor approval. Netwrix will support HIPAA compliance by recording changes to network files and auditing both failed and successful logon attempts. This software will also notify IT of suspicious activity, for example, if there are too many file modifications or failed attempts to access data in a short period of time. The cost of this is \$3,066.00 annually for a term of 12 months. 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	Cathy Nelson Y	Nilgun Sezginis Y	Sue Yoder Y
Dallas Ziegler Y			

FIN-03-04-2023 Motion to Amend 2023 Estimated Resources

Nilgun Sezginis made a motion to amend the 2023 estimated resources of the District to include the mosquito grant. The following changes in fund estimated resources are needed at this time: DJ Mears seconded the motion. A roll call vote was taken. *Motion passed*

Fund/Acct	Description	Amount
07.1082.404000	Environmental – State Funds	20,000.00

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

FIN-04-04-2023 Motion to Amend 2023 Appropriations

Nilgun Sezginis made a motion to amend the 2023 annual appropriations of the District to budget for mosquito grant expenditures as well as auditor and treasurer fees on the real estate tax distribution. The following changes in fund appropriations are needed at this time. Cathy Nelson seconded the motion. A roll call vote was taken. *Motion passed*

Fund/Acct	Description	Amount
07.1082.540105	Environmental – Contract	20,000.00
08.4001.569912	Levy Fund – Other Miscellaneous	24,000.00

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

Updates and Reports (30 minutes)

I. **Director Updates** – There were no director updates

II. **Health Commissioner**

Ben Robison opened the Health Commissioner report by providing grant updates to the board. The vaccination grant will be ending at the end of June adding the vaccination clinic continues two days a week which seems sufficient. The EO funding (COVID wrap-around grant) has a sizable amount still on it. Both the grants may be extended to the end of the year, until then there will be discussions being held with community partners to identify opportunities for usage of this money. Transportation has been raised as a consideration for these initial discussions.

FIN-05-04-2023 Approval of allocation of funds to support COVID transportation projects in Wood County

Cathy Nelson made a motion to authorize the allocation of \$250,000.00 to support COVID-19 related transportation project in Wood County. DJ Mears seconded the motion. A roll call vote was taken. No abstentions. *Motion passed*

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

Ben also reported to the board regarding grant opportunities possibly being released which Wood County Health Department may want to pursue that support overdose prevention and education adding several meetings are being planned to discuss interest and possible opportunities to form a coalition to apply for these grants.

III. Board of Health questions / comments / discussion


- Dental Center was commended regarding the supplemental coverage now carried and how well the appointment and care has been.
- Discussion regarding changes and increasing of Behavioral Health services in an effort to tackle the increase in suicides and drug overdoses.

Executive Session:

Nilgun Sezginis made a motion at 6:48 p.m. to go into executive session for the purpose of discussing pending or imminent court action, 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. Ben Robison was invited to the executive session. Cathy Nelson seconded the motion. A roll call vote was taken. All in favor.

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

The board came out of the executive session at 7:10 pm. Bob Midden made a motion to adjourn at 7:11 p.m. Cathy Nelson seconded the motion. A voice vote was taken. *Motion passed*



Tom Milbrodt, Board President



Date



Benjamin Robison, Health Commissioner
Secretary to the Board



Date