



**Board of Health End-of-Year Meeting Minutes
December 31, 2024**

The December 31, 2024, regular end-of-year Board of Health meeting was held in person in the large meeting room at the county office building located at 639 South Dunbridge Road.

Board Members Present: Sonja Apple-Chamberlain, DJ Mears, Bob Midden, Tom Milbrodt, Cathy Nelson, Richard Strow, Nilgun Sezginis and Dallas Ziegler.

Staff Present and Introductions: Tina Cox, Rick Nelson, Benjamin Robison, Lindsey Ruivivar and Rachel Aeschliman.

Nilgun Sezginis, president of the Board of Health, called the meeting to order at 12:00 pm, followed by the Pledge of Allegiance.

PERSONNEL – Dallas Ziegler, Chair

PER-01-12-2024EOY Motion to update the agency's organizational chart.

Dallas Ziegler motioned to approve changes to the agency's organizational chart and update position descriptions to align with these changes. Changing the Pharmacy Technician and Intermittent Pharmacist positions from reporting to the CEO to reporting to the Pharmacist In-Charge. Bob Midden seconded the motion. A voice vote was taken. All were in favor with no abstentions. *Motion passed*

FINANCE – Richard Strow, Chair

FIN-01-12-2024EOY Motion to join the State of Ohio Department of Administrative Services' Enterprise Agreement with Amazon Web Services to purchase Amazon Connect phone services

Richard Strow motioned to approve the AWS Enterprise Agreement, acknowledging the associated Risk Letter concerning the indemnification clause as an open-ended financial obligation. In November 2024, the Board approved a Mutual Nondisclosure Agreement between Amazon Web Services, Inc. and Wood County Health Department. A Business Associate Agreement is required for HIPAA compliance. This requirement is met through purchasing services as a cooperating purchasing member under the State of Ohio's Enterprise Agreement with Amazon Web Services, Inc. Amazon Connect will provide the health center with a web-based platform that allows for phone queues, dashboards, and other features, which are not available through the current phone system. This is a pay-as-you-go service with no obligation to purchase. The monthly estimated cost is \$129.91. Cathy Nelson seconded the motion. A roll call vote was taken. All were in favor with no abstentions. *Motion passed*

Apple-Chamberlain Y DJ Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Strow Y Ziegler Y

FIN-02-12-2024EOY Motion to approve a Participation Agreement with Commonwealth Purchasing Group, LLC

Richard Strow motioned to approve a Participation Agreement with Commonwealth Purchasing Group, LLC to gain access to group purchasing discounts on supplies, services, and equipment such as medical supplies and equipment, dental supplies and equipment, office supplies, and other healthcare services. There is no cost to participate, nor any group to utilize any of the group purchasing opportunities, and no

requirement to switch vendors. Bob Midden seconded the motion. A roll call vote was taken. All were in favor with no abstentions. *Motion passed*

Apple-Chamberlain Y DJ Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Strow Y Ziegler Y

FIN-03-12-2024EOY Motion amend 2024 appropriations

DJ Mears motioned to table this resolution. Sonja Apple-Chamberlain seconded the motion. A voice vote was taken. All in favor with no abstentions. *Motion Tabled*

FIN-04-12-2024EOY Motion to transfer funds

Richard Strow motioned to table this resolution. Sonja Apple-Chamberlain seconded the motion. A voice vote was taken. All in favor with no abstentions. *Motion Tabled*

FIN-05-12-2024EOY Motion to contract for services to support equitable access to COVID testing

Richard Strow motioned to contract with interested providers for the following services to support equitable access to COVID testing:

- Transportation to evaluation sites for individuals who are otherwise unable to access testing for COVID, not to exceed a total of \$212,500 across all providers. Reimbursement for transportation will be provided at the following amounts, which are based on the Medicaid rates for these services:
 - Curb to Curb
 - Up to 25 miles: \$70 per one-way trip
 - 25+ miles: \$120 per one-way trip
 - Door-to-Door
 - Up to 25 miles: \$90 per one-way trip
 - 25+ miles: \$140 per one-way trip
 - If a modified vehicle is needed: Add \$25 to these rates.
- Call-center support, not to exceed \$37,500, to determine eligibility to access these transportation services.

The services provided by the contractor(s) will be paid for with EO23 funding, and activities will align with the scope of work already approved by the Ohio Department of Health. The term of the contract(s) will begin upon execution and continue through December 31, 2025. Cathy Nelson seconded the motion.

- *Board was informed the purpose of this is to address the emergent need for transportation for symptoms related to potential COVID19 in order to obtain testing. The approved scope of work by ODH and will authorize us to contract with transportation providers with United Way being considered to be the call center contractor. Lindsey commented transportation is the number one challenge in the county. If a patient calls with symptoms and with transportation problems, this will provide a way that patient can be seen, tested and treated.*

A roll call vote was taken. All were in favor with no abstentions. *Motion passed*

Apple-Chamberlain Y DJ Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Strow Y Ziegler Y

Updates and Reports

I. Health Commissioner Report

a. Building Renovation Update

- i. First meeting with contractor's for the renovation is scheduled. Firmer information regarding a start time will be provided at the January meeting.

b. Initial FY2025 Budget

- i. Budget report distributed and discussed with the board. Rick highlighted a couple items which includes funds for legal needs, funding for 18 additional

positions within the health department and implementation of Nextgen to assist in cleaning up AR needs of the Health Center.


- ii. Lindsey updated the board on the status of the Area Office on Aging in North Baltimore regarding added space for a satellite clinic there highlighted this has been budgeted for. Northwood is still in the plan for 2025 with the budget being reviewed to include this.

FIN-06-12-2024 EOY Motion to accept the Initial FY2025 Budget

Richard Strow motioned to accept the initial FY2025 Budget, seconded by Tom Milbrodt. A roll call vote was taken. All were in favor with no abstentions. *Motion passed*

Apple-Chamberlain Y DJ Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Strow Y Ziegler Y

With no further business to discuss, DJ Mears motioned to adjourn at 12:36 pm seconded by Cathy Nelson. A voice vote was taken. All were in favor. *Meeting adjourned*



Benjamin Robinson, Health Commissioner
Secretary to the Board of Health
Amy Jones

1/16/25

Date

