



**Board of Health Meeting Minutes
December 11, 2025**

The December 11, 2025, regular Board of Health meeting was held in person in the large meeting room at the county office building, 639 South Dunbridge Road.

Board Members Present: DJ Mears, Bob Midden, Tom Milbrodt, Cathy Nelson, Nilgun Sezginis, Chris Sorensen, Richard Strow and Kim Hertzfeld.

Staff Present: Tina Cox, Chrissy Downs, Benjamin Robison, Amy Jones, Pat Snyder, Lana Glore, Lindsey Ruivivar, Katie Denison and Rachel Aeschliman. **Guests Present:** Jan McLaughlin – BG Independent News; Matt Oestreich – Wood County Auditor; County IT Casey Timiney, Matt Zuccarell

Nilgun Sezginis, president of the Board of Health, called the meeting to order at 6:00 pm, followed by the Pledge of Allegiance.

Executive Session

At 6:05 pm, Cathy Nelson motioned the Board go into executive session to discuss specialized details of security arrangements where disclosure could be expected to jeopardize the security of the public body or public office. Rachel Aeschliman, Mike Ollom, Ben Robison, Casey Timiney, Matt Zuccarell, Craig LaHote and Carrie Stanley we invited into the executive session. Richard Strow seconded the motion.

A roll call vote was taken. *Motion passed*
Hertzfeld Y Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Sorensen Y Strow Y

At 6:33 pm, DJ Mears motioned to end executive session and return to public session. Bob Midden seconded the motion. A voice vote was taken. All in favor *Motion passed*

Regular Meeting Business: Wood County Auditor, Matt Oesstreich was introduced.

Approval of Meeting Minutes

- I. Cathy Nelson motioned to approve the November 13, 2025, regular Board of Health meeting minutes as corrected seconded by Chris Sorensen. A voice vote was taken.
Ayes – 7; Opposed – 0; Abstention – 1 – Kim Hertzfeld *Motion passed*

- II. Richard Strow motioned to approve the November 24, 2025, special Board of Health meeting minutes seconded by Bob Midden. A voice vote was taken.
Ayes – 8; Opposed – 0; Abstention – 0 *Motion passed*

Consent Agenda

DJ Mears motioned to approve the following consent agenda items, seconded by Bob Midden.

- I. Approval of the warrants
- II. Approval of the budget and fund report.
- III. Approval to appoint Alexandra Rumph to the Health Education Specialist position in the Health Promotion and Prevention division. Alexandra will be paid \$26.66 per hour, Grade 8 step 2. Alexandra will begin on 01/20/26 and will serve the standard probationary period for a full-time position.
- IV. Accept the resignation of Dr. James Rogozinski, Intermittent Dentist, effective 11/16/2025.

- V. Approval to transfer appropriations within the 2025 budget of the District as presented in Exhibit A.
- VI. Approval to transfer funds from the Levy fund to the Sewage fund in the amount of \$63,000 and from the Levy fund to the Food fund in the amount of \$50,000.
- VII. Approval to return advanced funds from the HPP fund to the Levy fund in the amount of \$130,000.

A roll call vote was taken.

Motion passed

Hertzfeld Y Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Sorensen Y Strow Y

FINANCE – Richard Strow, Chair

FIN-01-12-2025 Motion to approve agreements with Sewage Contractor for the Water Pollution Control Loan Fund

Richard Strow motioned to approve agreement with the following sewage contractor for payment of services for repair/replacement of homeowner’s sewage system under the 2025 Water Pollution Control Loan Fund. Cathy Nelson seconded the motion.

The Soil Guy, LLC, Richard Scharf \$1578.00 (14423 Hammansburg Road, Henry Twp.)

Total for The Soil Guy, LLC \$1578.00

A roll call vote was taken.

Motion passed

Hertzfeld Y Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Sorensen Y Strow Y

FIN-02-12-2025 Adoption of the Wood County Health Department 2026 Mobile Retail Food Establishment and Mobile Food Service Operation Program Fees, by emergency measure

Richard Strow motioned to adopt the Wood County Health Department 2026 Mobile Retail Food Establishment and Mobile Food Service Operation program fee schedule by emergency measure in accordance with Ohio Revised Code Sections 3717.25 and 3717.45. Bob Midden seconded the motion.

A roll call vote was taken.

Motion passed

Hertzfeld Y Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Sorensen Y Strow Y

FIN-03-12-2025 Motion to renew agreement with Stratus Building Solutions LLC

Richard Strow motioned to approve the agreement with Stratus Building Solutions for building cleaning services from January 1, 2026, through December 31, 2026. The total annual agreement amount rate is unchanged for 2026 with not to exceed amount of \$57,300.00. This consists of \$4,775.00 to be paid monthly for janitorial services. Cathy Nelson seconded the motion.

A roll call vote was taken.

Motion passed

Hertzfeld Y Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Sorensen Y Strow Y

FIN-04-12-2025 Motion to approve an MOU with Signature Health for psychiatric peer review

Richard Strow motioned to approve the MOU with Signature Health for peer reviews to be performed quarterly to assess provider adherence to current evidence-based clinical guidelines, standards of care, and standards of practice in the provision of health center services. The reviews are conducted by another provider with like credentials. Signature Health, a Cleveland-area community health center, employs psychiatrists and has agreed to conduct Dr. Carroll’s peer reviews. Wood County Community

Health Center has similar MOUs in place with other Ohio health centers to perform peer reviews for our providers. There is no cost to the MOU with Signature Health. DJ Mears seconded the motion.

A roll call vote was taken.

Hertzfeld Y Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Sorensen Y Strow Y

Motion passed

FIN-05-12-2025 Motion to approve an agreement with Notify MD for after-hours call screening pending prosecutor approval

Richard Strow motioned to approve the agreement with Notify MD. This agreement supports the health center's HRSA requirement to provide after-hours access for patients. After-hours provider time is limited to urgent clinical care questions and concerns, and does not include scheduling appointments or medication refills. To best triage patient after-hours questions and support timely access to information, Notify MD will answer after-hours calls, answer patient questions as appropriate, and connect patients to an on-call provider when needed. This is a month-to-month contract. The cost for the service is \$186.90 per month (for up to 100 live minutes), plus \$0.024 per call. We are estimating 20 calls per month, at an average of 4 minutes per call. The total amount per month is estimated at \$187.38, plus \$29.95 on major holidays (7 per year), for an annual total of \$2,458.21. Should the health center exceed 100 minutes in a given month, the cost per minute is \$1.36. Bob Midden seconded the motion.

A roll call vote was taken.

Hertzfeld Y Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Sorensen Y Strow Y

Motion passed

FIN-06-12-2025 Motion to amend an agreement between Wood County Health District and Eric Palmer Trucking & Excavating pending prosecutor approval

Richard Strow motioned to approve an amendment to the agreement with Erick Palmer Trucking & Excavating for off-site storage of the Mobile Health Center. The vendor will continue to provide storage services at the current contract rate of \$400.00 per month. The existing agreement, which expires December 31, 2025, will be extended under this amendment for the period of January 1, 2026 through December 31, 2026. Kim Hertzfeld seconded the motion.

A roll call vote was taken.

Hertzfeld Y Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Sorensen Y Strow Y

Motion passed

Updates and Reports

I. Director Updates

a. HPP

- Received notice of grant for newborn home visiting services by a nurse within 1st 3 weeks of life. Director is waiting for the notice of amount. This is award through Department of Children and Youth.

b. CHC: CEO Report referenced the December 3rd health center board minutes regarding 2026 budget for the following:

- Community Health Center board finance committee reviewed and analyzed to reduce health center budget with the noted reduction of 4.982M to 4.6M resulting in the following request:
 - CHC board recommends a revised 2026 expenditure budget amount of 4.7M budget achieving through wage corrections, removal of 1x costs, pausing and reducing certain

programs, consideration of cost-of-living adjustments. Additionally, the CHC board continues with its recommendation of the addition of a dedicated CFO position in order to strengthen revenue management referencing revised budget included in board of health report.

- **Resolution proposed** by the community health center board to recommend to the board of health:

Motion to recommend to board of health a revised 2026 community health center expenditure budget of approximately 4.7M budget in place of the 4.6M approved by the board in November contingent upon completion of the external financial audit, HR Review and that the budget is a living document that can be revisited and adj mid-year or upon receipt of audit findings.

- a. The budget as presented is reliant on developing cost allocation plan to budget and manage HD expenses that are allocated to the center. CHC board asks both boards to ongoing work together and agree on:
 1. HD admin expenses allocated to the health center will require CEO approval,
 2. monthly finance reconciliations to review month to date expenditures as compared to 2026 budget
 3. Monthly finance operating expense report as compared to accrued

Board Discussion: Proposed Resolution:

Richard proposed to amend resolution to amend the budget from \$4.6M to \$5.1M for a five-month period ending May 31, in order to demonstrate that the additional revenue is realized and to allow adjustments as appropriate.

If the additional revenue is not realized during the remaining seven months of the fiscal year, expenditures will be capped at \$4.3M.

Taken together, these amounts reflect the original \$4.6M, providing the opportunity to designate resources following the audit during the first five months. This includes \$2.125M from January through May and \$2.475M from June through December 31, netting to \$4.6M total. Bob Midden seconded the motion.

- Board discussion focused on allocations as the BOH responsibility, and preparation of the health center budget as the health center board's. The budget approved by the health center board exceeds the appropriation currently.

DJ Mears moved to table the resolution by Richard until the December 31st meeting. Cathy Nelson seconded the motion. A voice vote was taken.

Ayes – 8; Opposed – 0; Abstention – 0

Motion passed

After discussion that the current budget exceeds the \$4.6M appropriation, the board of health made no motion to accept he budget approved by the health center board.

II. Health Commissioner Report

- a. Rural Health Transformation Program –
 - Key opportunity in chronic disease prevention.
 - 6 yr program; 3 years with initial funding with an opportunity to extend another 3.
 - Syncs with the Community Health Improvement Plan.

- b. End-of-Year board meeting: December 31st at 9 am.
- c. Amy Jones thanked the board noting this would be her final board meeting before retiring after 32 years of service.

III. Board of Health questions/comments/discussion

- a. Nominating Committee: Nilgun Sezginis opened the floor for VP nominations. Richard motioned to nominate Bob Midden as Vice-President for the next 2 years. DJ Mears closed the floor to nominations. Chris Sorensen seconded the motion.

A voice vote was taken.

Ayes – 8; Opposed – 0; Abstention – 0

Motion passed

Executives Session:

At 7:37 pm Richard Strow motioned the board go into executive session for the purpose of discussing the investigation of charges or complaints against a public employee, official, licensee or regulated individual, unless the employee, official, licensee, or regulated individual requests a public hearing. I invite Jennifer McHugh and Jim Hoppenjans. DJ Mears seconded the motion.

A roll call vote was taken.

Hertzfeld Y Mears Y Midden Y Milbrodt Y Nelson Y Sezginis Y Sorensen Y Strow Y

Motion passed

At 7:55 pm DJ Mears motioned to end executive session and return to public session seconded by Richard Strow. A voice vote was taken.

Motion passed

PRG-01-12-2025

Whereas, former Wood County Health District (District) employee Diane Krill (Krill), formerly Chief Operating Officer of the District’s Community Health Center, voluntarily separated her employment with District by written Agreement executed by Krill on July 29, 2024 and by the President of the Board of Health (Board) on July 30, 2024 after a majority vote of the Board (Agreement); and,

Whereas, according to the terms of the Agreement, Krill and her counsel agreed to “not directly or by implication in public or private conversations or written communication discuss the facts or the resolution of this matter with persons not Parties to this matter . . .;” and,

Whereas, according to the terms of the Agreement, Krill and her counsel further agreed to “refrain from making disparaging comments and statements whether oral or written, by gesture, or in any media that adversely reflect on a Party’s personal or professional reputation, including portraying a Party or former Party in a negative light and/or assigning or inferring liability, responsibility, or wrongdoing regarding Krill’s employment at and resignation from the District,” as the term “disparaging” is defined in the Agreement; and,

Whereas, according to the terms of the Agreement, there were certain penalties or repercussions attached to violations of the above conditions; and,

Whereas, there is currently an investigation being conducted by attorney Jennifer McHugh, as third-party counsel retained by the Board, (Investigator), into matters of which Krill may have pertinent information, such that the Investigator has presented to the Board that interviewing Krill may provide valuable information productive to the investigation; and,

Whereas, Krill and her counsel have expressed willingness to participate in an interview with the Investigator, but have indicated concern that Krill's full cooperation may be hindered by the terms of the Agreement; and

Whereas, the Board is interested in the completion of a full and fair investigation.

NOW THEREFORE, BE IT RESOLVED by the Wood County Board of Health as follows:

1. The Board of Health hereby finds that it is necessary to provide an exception to the terms of the Agreement relative to confidentiality and disparaging comments in order that Krill's full cooperation may be obtained to achieve a complete and fair investigation.
2. The Board of Health hereby grants an exception to Krill's restriction to "not directly or by implication in public or private conversations or written communication discuss the facts or the resolution of this matter with persons not Parties to this matter . . .;" and prohibition against "making disparaging comments and statements whether oral or written, by gesture, or in any media that adversely reflect on a Party's personal or professional reputation, including portraying a Party or former Party in a negative light and/or assigning or inferring liability, responsibility, or wrongdoing regarding Krill's employment at and resignation from the District," as the term "disparaging" is defined in the Agreement.

The Board's grant of the exception above is strictly limited to any interview or follow-up interview by the Investigator pursuant to the investigation currently being conducted by the Investigator. Such exception in no way shall be construed to extend to any other circumstance, condition, or relationship previously identified in the Agreement as being included in the restriction or prohibition. Should any other exception be considered necessary by any party to the Investigator's investigation, the Board shall consider that exception independent of this Resolution.


Motion by Kim Hertzfeld, seconded by DJ Mears. A voice vote was taken.

Motion passed

Adjournment:

- I. Being no further business by the board, Cathy Nelson motioned to adjourn at 8:02 pm seconded by Chris Sorensen. A voice vote was taken.
Ayes - 8; Opposed - 0; Abstention - 0

Motion passed



Benjamin Robison, Health Commissioner
Secretary to the Board of Health

1/15/26
Date

EXHIBIT A

25.2112.564100

Food - equipment

150.00

| | | |
|----------------|--------------------------------|-------------|
| 25.2112.510000 | Food - salaries | (150.00) |
| 11.3013.520104 | WIC - medical supplies | 500.00 |
| 11.3013.540105 | WIC - misc contract | (500.00) |
| 13.3204.510000 | FQHC - salaries | (15,000.00) |
| 13.3204.520101 | FQHC - office supplies | 15,000.00 |
| 08.1001.510000 | Admin - salaries | (11,250.00) |
| 08.1001.520101 | Admin - office supplies | 11,250.00 |
| 13.3204.569912 | FQHC - other misc | (500.00) |
| 13.3204.520104 | FQHC - medical supplies | 500.00 |
| 10.1951.520103 | MRC Strong - supplies | 50,000.00 |
| 10.1951.540105 | MRC Strong - contracts | (50,000.00) |
| 12.1541.520101 | Vitals - office supplies | 150.00 |
| 12.1541.520102 | Vitals - postage | 50.00 |
| 12.1541.520103 | Vitals - misc supplies | 50.00 |
| 12.1541.540109 | Vitals - contract leased equip | 260.00 |
| 12.1541.569600 | Vitals - Medicare | 50.00 |
| 12.1541.571500 | Vitals - OPERS | 200.00 |
| 12.1541.575600 | Vitals - Health Insurance | 3,325.00 |
| 12.1541.572900 | Vitals - remit to state | (2,685.00) |
| 12.1541.540105 | Vitals - Misc Contracts | (1,400.00) |
| 25.2112.575600 | Food -employee insurance | 15,217.38 |
| 25.2112.510000 | Food - salaries | 10,000.00 |
| 25.2112.571500 | Food - OPERS | 3,500.00 |
| 25.2112.569600 | Food - medicare | 375.00 |
| 07.1022.510000 | City Housing - salary | (19,000.00) |
| 07.1022.575600 | City Housing - emp insurance | (5,500.00) |
| 07.1022.571500 | City Housing - OPERS | (1,592.38) |
| 07.1032.510000 | County Housing - salary | (3,000.00) |
| 10.1951.520103 | MRC Strong - supplies | 45,388.00 |
| 10.1951.540105 | MRC Strong - contracts | (45,388.00) |

