



**Board of Health Meeting Minutes
March 12, 2026**

The March 12, 2026, 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, Tom Milbrodt, Sue Yoder, Chris Sorensen, Richard Strow, Bob Midden, Cathy Nelson, Nilgun Sezginis and Kim Hertzfeld.

Staff Present: Tina Cox, Chrissy Downs, Benjamin Robison, Tyler Briggs, Pat Snyder, Kelly Bechstein, Lana Glore, Lindsey Ruivivar, Lexie Jacobs, Dan Powell, Katlin Madjesky and Rachel Aeschliman. Guests Present: Brittany Tucker, Amanda Sentro, Diana King, Matt Oestrich – WC Auditor and Jan Larson McLaughlin – BG Independent News

Call the Meeting to Order

DJ Mears called the meeting to order at 6:00 pm, followed by the Pledge of Allegiance lead by Cathy Nelson.

Introductions of the WIC Clinical Service Assistant, Megan Sutherland and Community Health Center Medical Assistant, Brittany Tucker.

No public present for comments

Approval of Meeting Minutes

Bob Midden motioned to approve the February 12, 2026, regular Board meeting minutes seconded by Nilgun Sezginis. A voice vote was taken.

Ayes – 8; Opposed – 0; Abstention – 1 – DJ Mears

Motion passed

Consent Agenda

Bob Midden motioned to approve the following consent agenda items, seconded by Chris Sorensen:

- I. Approval of the Warrants
- II. Approval of the budget and fund report
- III. Accept the resignation of Mindy Bowling, Environmental Assistant, effective 02/27/2026.
- IV. Accept the retirement of Lana Glore, Environmental Health Director. Lana's last day of work and employment will be 04/30/2026.
- V. Approve the appointment of Kelly Bechstein to the full-time, unclassified, exempt, Environmental Health Director position and update the organizational chart. Kelly is currently the Assistant Director of Environmental Health. Kelly will be paid at grade 17, step 7 (\$101,545.60 annually). Kelly's start date in the new position will be 4/6/2026. We will be back-filling Kelly's position with an Assistant Director of Environmental Health, Grade 14, \$70,116.80 - \$98,176.00.
- VI. Accept the retirement of Lisa Fork, FQHC Public Health Nurse. Lisa's last day of work and employment will be 05/01/2026.
- VII. Approval to transfer funds from the Levy fund to the FQHC fund in the amount of \$13,036.80, to cover the step increases for 2026.
- VIII. Approval to transfer appropriations within the 2026 budget of the Health Department as noted in Exhibit A. These transfers are necessary to align budgeted expenditures with the grant allocation budgets.

- IX. Approval to increase estimated resources for the 2026 Health Department budget by \$ as noted in Exhibit B. These increases are to budget for dental training reimbursement revenue, BH encounter revenue, and add the Breastfeeding in the Workplace grant.
- X. Approval to increase appropriations of the Health Department's 2026 budget by \$46,253.84 as noted in Exhibit C. These increases are to budget for dental training reimbursement revenue, extended leave for an employee, BH encounter revenue, and add the Breastfeeding in the Workplace grant.

A roll call vote was taken.

Motion passed

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

Fiscal Monthly Topic Discussion: General vs. restricted Funds: Presentation by Matt Oestrich – County Auditor and Interim Finance Director – Chrissy Downs

PROGRAM – Sue Yoder, Chair

PRG-01-03-2026 Extend the term of the co-applicant agreement between the Health District Board of Health and the Health Center Board

Sue Yoder motioned to approve to extend the co-applicant agreement. The current co-applicant agreement term ends in March 2026. This amendment will extend the term through June 30, 2026, to allow time for members from both Boards to meet and review the agreement. The Health Center Board passed the amendment at their March 4, 2026, meeting. Bob Midden seconded the motion. A voice vote was taken. Ayes – 9; Opposed – 0; Abstention – 0 *Motion passed*

PERSONNEL – Sue Yoder, Chair (there were no personnel resolutions)

FINANCE – Richard Strow, Chair

FIN-01-03-2026 Rescind FIN-05-12-2025 board approval, acknowledge the Risk Letter, and approve the Notify MD Agreement

Richard Strow motioned to rescind previously approved agreement approval under FIN-05-12-2025 and approve the month-to-month agreement, acknowledging the risk letter following prosecutor review of 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. This will 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. The cost for the service is \$186.90 per month (for up to 100 live minutes), plus \$0.024 per call. The health center estimates 20 calls per month, averaging 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. This expenditure was included in the 2026 health center budget. 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 Yoder Y

FIN-02-03-2026 Approve the subcontractor agreement with the Ohio Association of Community Health Centers to allow the health center to receive state funding for clinical education placements and training of students

Richard Strow motioned to approve, seconded by Bob Midden. This agreement continues the ability for the health center to access state funding when eligible students receiving clinical training at the health center. Eligible students include 1st-4th year medical students, dental students, advanced practice registered nurse students, physician assistant students, and licensed behavioral health students. The term of the contract continues through June 30, 2027. Funds received would compensate the health center for administrative and personnel costs associated with supporting clinical student education.

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

FIN-03-03-2026 Enter into an MOU with the Board of Education of Northwood Local School District for the provision of school-based health care

Richard Strow motioned, seconded by Chris Sorensen. The Ohio Department of Health recently announced the next round of grant funds for school-based health centers. Wood County Community Health Center is working in partnership with Northwood Local Schools to submit an application for start-up funding totaling \$500,000 of which \$250,000 may be used for capital costs. An MOU between the health center and the school district is required to apply for funds. The MOU outlines roles and responsibilities between each party.

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

FIN-04-03-2026 Approve the second amendment to the Psychiatric Services Agreement with Dr. Nancy Carroll, M.D.

Richard Strow motioned, seconded by Bob Midden to approve the second amendment to the Psychiatric Services Agreement between Wood County Combined General Health District and Dr. Nancy Carroll, effective March 1, 2026, through June 4, 2027, with the option to renew up to 4 years. Dr. Carroll will be paid up to \$500.00 monthly and may bill up to two collaboration sessions per month at an hourly rate of \$100 per session, plus on-call support and liability at a flat rate of \$300.00 per month.

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

FIN-05-03-2026 Approve the Data-Sharing and Access Agreement between Azara Healthcare and AmeriHealth

Richard Strow moved to approve, seconded by Nilgun Sezginis. At the January 2026 meeting, the Board of Health approved an addendum to allow the health center to participate in the AmeriHealth Caritas Ohio ACO Program. Wood County Community Health Center is a participating provider with the Health Centers of Ohio Clinically Integrated Network (CIN). The CIN and the health center utilize the Azara software platform. This new motion approves a data-sharing agreement to facilitate the exchange of data between the CIN and Azara to support the health center's ability to analyze and act upon data to support clinical quality improvement and case management initiatives. There is no cost associated with this agreement.

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

FIN-06-03-2026 Approve the Data-Sharing and Access Agreement between Azara Healthcare and Molina

Richard Strow motioned to approve seconded by Chris Sorensen. At the January 2026 meeting, the Board of Health approved an addendum to allow the health center to participate in the Molina Healthcare Value-Based Program. Wood County Community Health Center is a participating provider with the Health Centers of Ohio Clinically Integrated Network (CIN). The CIN and the health center utilize the Azara software platform. This new motion approves a data-sharing agreement to facilitate the exchange of data between the CIN and Azara to support the health center's ability to analyze and act upon data to support clinical quality improvement and case management initiatives. There is no cost associated with this agreement.

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

FIN-07-03-2026 Authorize the Wood County Health Commissioner and designee to apply for, accept, and enter into the 2026 Water Pollution Control Loan Fund Agreement

Richard Strow motioned, seconded by Bob Midden authorizing the Wood County Health Commissioner, and designee, to apply for, accept, and enter into the Water Pollution Control Loan Fund agreement on behalf of the Wood County Combined Health District for the repair and replacement of failed home sewage treatment systems. A portion of these funds can be used for tapping homes with failed systems into available sanitary sewer lines. Funding in the amount of \$150,000 is available to qualified homeowners for a period that extends from the date of agreement until December 31, 2026. The Wood County Health Department has applied for and received funding for this program since 2016.

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

FIN-08-03-2026 Approve the Wood County Health Department to enter into an agreement with Binx Health, Inc. for Instrument Rental and Reagent Services

Richard Strow motioned, seconded by Sue Yoder authorizing an agreement between the Wood County Health Department and Binx Health, Inc. for an Instrument and Reagent Rental Agreement for the placement and use of a Binx diagnostic instrument for chlamydia and gonorrhea testing on the mobile health center. The agreement includes one instrument and starter kit, along with training and maintenance support, for a term of thirty-six (36) months. The Wood County Health Department will purchase a minimum quantity of testing reagents during the term of the agreement. The instrument will remain the property of Binx Health, Inc.

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

FIN-09-03-2026 Motion to Approve Preliminary 2027 Budget

Richard Strow motioned, seconded by Bob Midden approving the 2027 preliminary budget (revenue and appropriations) of the Health Department. The preliminary budget by program with detail is provided in the supporting documentation. A summary of the preliminary 2027 budget is as follows:

Fund	2026 BEGINNING BALANCE	SUMMARY			ENDING BALANCE
		REVENUE	EXPENSE	FUNDING +/-	
6	0.00	1,445,825.09	1,395,455.66	50,369.43	50,369.43
7	125,598.23	388,863.54	388,863.54	0.00	125,598.23
8	2,425,979.11	2,091,561.49	2,113,636.15	(22,074.66)	2,403,904.45
9	0.00	688,665.09	688,665.09	(0.00)	(0.00)
10	140,547.33	109,307.00	151,313.27	(42,006.27)	98,541.06
11	43,163.53	562,003.00	568,742.88	(6,739.88)	36,423.65
12	275,747.32	257,940.00	212,050.19	45,889.81	321,637.13
13	1,370,605.83	4,098,509.00	4,465,986.96	(367,477.96)	1,003,127.87
18	677.25	65,156.30	65,156.30	0.00	677.25
25	21,006.68	607,573.28	607,573.28	0.00	21,006.68
28	19,584.25	-	-	-	19,584.25
29	11,088.53	50,075.60	50,075.60	(0.00)	11,088.53
TOTAL	4,433,998.06	10,365,479.39	10,707,518.92	(342,039.53)	4,091,958.53

Following discussion, it was agreed to add in fund names with the numbers. A roll call vote was taken.

Motion passed

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

Director Updates

- i. EH Survey
- ii. Action items being worked on and will be submitted soon
- iii. Annual Public Health Seminar coming up on March 20th. Bob commented how informative these seminars are.
- iv. Tyler Briggs spoke on the Family Connects Ohio Home Nursing Program that will begin next month as well as highlighting the expertise of EPI Ashleigh Konopka and with Project Firstline success.
- v. Lindsey Ruivivar – highlighted her CEO report adding awareness of increases in homelessness patients and patients with no insurance.

II. Health Commissioner Report

- a. April 16th board meetings: Joint Board Meeting at JFS starting at 4:30 p.m.; BOH Committees at 5:30 p.m.; Regular Meeting @ 6:00 p.m.
- b. DAC Meeting on March 19, 2026
- c. House Bill 692 – Bill related to home sewage treatment systems.

III. Board of Health questions/comments/discussion

- i. Cathy Nelson - Informed the board her term ends March 31st and will not be running for another term.

Executive Session #1

At 6:45 pm Richard Strow moved the Board go into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official and discuss specialized details of security arrangements where disclosure could be expected to jeopardize the security of the public body or public office inviting Ben Robison and Rachel Aeschliman to the executive session. Chris Sorensen 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 Yoder Y

At 6:54 pm, Bob Midden motioned to adjourn executive session and return to public session seconded by Chris Sorensen. A voice vote was taken. Motion passed

Executive Session #2

Attending: Jennifer McHugh, Paul Dobson
All attending this Board meeting as recorded in those minutes voted by roll call to start the session
Moved to adjourn: Kathy Nelson, second by Chris Sorensen
Passed by voice vote
Adjourned 7:41 pm

Adjournment of board meeting:

Being no further business by the board, Chris Sorensen motioned to adjourn at 7:42 pm seconded by Sue Yoder. A voice vote was taken with motion passing. Meeting adjourned.

Benjamin Robison, Health Commissioner
Secretary to the Board of Health

Date

EXHIBIT A

13.3204.510000	FQHC - Medical salaries	(5,268.48)
13.3304.540100	FQHC - BH contracts	5,268.48
13.6194.569905	SBHC - meetings	300.00
13.6194.550100	SBHC - travel	260.00
13.6194.562800	SBHC - capital outlay	(560.00)
13.3304.520104	BH - medical supplies	265.00
13.3304.520101	BH - office supplies	(265.00)
13.3204.540103	Medical - Contract Consult	6,940.00
13.3204.540100	Medica - contract services	2,100.50
13.3304.540105	Medical - Contract miscellaneous	1,309.94
13.2554.569917	Dental - maintenance/repairs	387.48
13.3304.569917	BH - maintenance/repairs	234.49
13.3294.569917	Pharmacy - maintenance/repairs	117.74
13.3204.569917	Medical - maintenance/repairs	1,650.00
13.2554.569910	Dental - subscriptions	15.95
13.3304.569910	BH - subscriptions	9.66
13.3294.569910	Pharmacy - subscriptions	4.85
13.3294.569912	Pharmacy - miscellaneous	7.36
13.3304.564100	BH - Equipment	(900.00)
13.3294.564100	Pharmacy - Equipment	(450.00)
13.3294.520101	Pharmacy - Office supplies	(145.00)
13.2554.564100	Dental - Equipment	(1,500.00)
13.2554.540105	Dental - contract Misc	(6,000.00)
13.3304.520101	BH - Office Supplies	(285.00)
13.3204.564100	Medical - Equipment	(4,000.00)
13.2554.520101	Dental - Office supplies	(475.00)
13.3204.520101	Medical - Office Supplies	(1,250.00)
13.3204.510000	Medical - salaries	2,227.03
08.5961.560800	Tobacco - advertising	588.00
08.5961.550100	Tobacco - Travel	1,000.00
08.5961.510000	Tobacco - salaries	(1,588.00)
06.6183.569912	REACH - misc	5,610.00
06.6183.520104	REACH - medical supplies	(5,610.00)
13.1784.569912	RHW - misc	5,500.00
13.1784.520104	RHW - medical supplies	(5,500.00)

13.1784.540105	RHW - misc contracts	700.00
13.1784.520104	RHW - medical supplies	(700.00)
06.6173.510000	H5N1 - Salary	3,910.21
06.3103.510000	HPP - Salary	(3,910.21)
06.6173.575600	H5N1 - Insurance	1,131.56
06.3103.575600	HPP - Insurance	(1,131.56)
06.6173.571500	H5N1 - OPERS	1,127.65
06.3103.571500	HPP - OPERS	(898.19)
06.6173.569600	H5N1 - Medicare	89.18
06.6173.569912	H5N1 - Other Misc	64.00
06.6173.550100	H5N1 - Travel	43.21
06.6173.540109	H5N1 - Contract - Leased Eq	4.15
06.6173.520103	H5N1 - Supplies Misc	(430.00)
06.6183.520101	REACH - office supplies	300.00
06.6183.569901	REACH - phone	150.00
06.6183.510000	REACH - salaries	(500.00)
06.6183.550100	REACH - travel	50.00
06.6183.520104	REACH - medical supplies	(20.00)
06.6183.520103	REACH - misc supplies	20.00
06.3103.569901	HPP - Phone	550.00
06.3103.569905	HPP - meetings	32.65
06.3103.569910	HPP - subscriptions	17.68
06.3103.569917	HPP - building repair/maint	75.00
06.3103.564100	HPP- equipment	(675.33)
06.1843.540102	CMH - contract maint	350.00
06.1843.550100	CMH - travel	(350.00)
06.1653.569912	GV - miscellaneous	100.00
06.1653.575500	GV - workers comp	(100.00)
11.3013.569917	WIC - building repair/maint	500.00
11.3013.569910	WIC - subscriptions	20.00
11.3013.569912	WIC - misc exp	66.00
11.3013.560800	WIC - advertising	(586.00)
12.1541.569910	Vitals - subscriptions	3.00
12.1541.569917	Vitals- building repair and maint	15.00
12.1541.572900	Vitals - remit to state	(18.00)
08.1001.540103	Admin - contracts	7,000.00
08.1001.569917	Admin - building repair and maint	500.00
08.1001.520102	Admin - postage	100.00
08.1001.510000	Admin- salaries	(7,600.00)
18.2342.550100	Water - travel	1,850.00

18.2312.569906	Water - refunds	444.00
07.1032.550100	EH Admin - travel	70.00
25.2112.569917	Food - maintenance and repairs	70.00
07.2002.569912	EH Admin - misc expense	35.00
07.1172.550100	EH Admin - travel	25.00
25.2112.569910	Food - maintenance and repairs	8.00
07.2002.569910	EH Admin - subscriptions	3.00
18.2312.569912	Water - misc expense	3.00
07.2002.569917	EH Admin - maintenance and repairs	15.00
18.2312.569910	Water - subscriptions	1.00
29.2412.569910	Pools - subscriptions	1.00
18.2312.569917	Water - maintenance and repairs	5.00
29.2412.569917	Pools - maintenance and repairs	5.00
09.2472.510000	Sewer - salary	500.00
09.2472.571500	Sewer - OPERS	130.00
09.2212.569906	Sewer - refunds	100.00
09.2472.575600	Sewer - emp insurance	100.00
09.2452.569910	Sewer - subscriptions	8.00
09.2242.575600	Sewer - emp insurance	10.00
09.2472.569600	Sewer - medicare	5.00
09.2452.569917	Sewer - maintenance and repairs	10.00
25.2112.510000	Food - salaries	(3,398.00)
10.1921.540105	PHEP - contracts	7,500.00
10.4941.540105	PHEP - contracts	1,500.00
10.1921.569912	PHEP - misc expense	2,750.00
10.4941.569910	PHEP - subscriptions	180.00
10.1921.520102	PHEP - postage	5.00
10.1921.540109	PHEP - leased equipment	10.00
10.1921.510000	PHEP - salaries	(10,265.00)
10.4941.510000	PHEP - salaries	(1,680.00)
13.2554.540104	Dental – contracts	25,473.01
13.2554.510000	Dental – salaries	(25,473.01)

new

EXHIBIT B

13.3304.406800	BH - Fees	438.92
13.3304.406802	BH -Medicaid	1368.48
13.3304.406801	BH - Medicare	567.10
13.3304.406803	BH - Insurance	1257.02

13.2554.407000	Dental - other revenue	5,339.76
10.1951.407000	MRC Strong - other receipts	3,513.56
11.3033.404000	BFWP - state funds	7,500.00

EXHIBIT C

13.3304.540100	FQHC - BH contracts	3,631.52
13.2554.540104	FQHC - Dental contracts	26,269.00
13.2554.569905	Dental - trainings	5,339.76
10.1951.569912	MRC Strong - misc	3,513.56
11.3033.510000	BFWP - salaries	5,750.00
11.3033.575600	BFWP - insurance	862.00
11.3033.569600	BFWP - medicare	83.00
11.3033.571500	BFWP - OPERS	805.00