



**Board of Health Meeting Minutes  
April 16, 2026**

The April 16, 2026, regular Board of Health meeting was held in person in the multipurpose meeting room at Job & Family Services Building.

**Board Members Present:** DJ Mears, Tom Milbrodt, Sue Yoder, Chris Sorensen, Richard Strow, Bob Midden, Rachel Bowlus, Nilgun Sezginis, Sonja Apple-Chamberlain 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 and Rachel Aeschliman. **Guests Present:** Rod Lucas – District Advisory Council, Jan Larson McLaughlin – BG Independent News

There were no introductions or public comments.

***Call the Meeting to Order***

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

***Approval of Meeting Minutes***

Nilgun Sezginis motioned to approve the March 12, 2026, regular Board meeting minutes seconded by Chris Sorensen. Rachel Bowlus and Sonja Apple-Chamberlain abstained. A voice vote was taken.

Ayes – 8; Opposed – 0; Abstention – 2

*Motion passed*

***Consent Agenda***

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

- I. Accept the resignation of Rebecca Erupe, Psychiatric Nurse Practitioner, effective 05/29/2026.
- II. Accept the retirement of Amy Jones, Deputy Health Commissioner Emeritus, after 32 years of dedicated service with the health department, effective April 30, 2026.
- III. Approval to appoint Bailey Joseph to the Environmental Assistant position in the Environmental Health division and update the organizational chart. Bailey will be paid Grade 3, Step 2 (\$19.60 per hour). Start date will be 4/27/2026. Bailey will serve the standard probationary period for a full-time position.
- IV. Approve the appointment of Julie Nye to the full-time, unclassified, exempt, Assistant Director Environmental Health position and update the organizational chart. Julie is currently the Registered Environmental Health Specialist - Program Specialist. Julie will be paid at grade 14 step 7 (\$89,752 annually). Julie's start date in the new position will be 4/20/2026.
- V. Approve the appointment of Shamika Jenkins to the Registered Nurse position in the Community Health Center division pending successful completion of background check. Start date to be determined. Shamika will be paid Grade 9, Step 9 (\$36.36 per hour). Shamika will serve the standard probationary period for a full-time position.
- VI. Accept the resignation of Latalha Bryant, Medical Billing Specialist effective 04/07/2026.
- VII. Approval to transfer appropriations within the 2026 budget of the Health Department as noted in Exhibit A.

A roll call vote was taken.

*Motion passed*

Apple-Chamberlain Y    Bowlus Y    Hertzfeld Y    Mears Y    Midden Y    Milbrodt Y    Sezginis Y  
Sorensen Y    Strow Y    Yoder Y

**Fiscal Monthly Topic** – April: Funding distribution by type of funding powerpoint presented to the board by Chrissy Hagen.

- Programs supported by property tax revenue, self-sustaining

**PROGRAM – Sue Yoder, Chair**

**PRG-01-04-2026 Motion to enter into Ohio Department of Health Outbreak Response Immunization Initiative Agreement**

Sue Yoder motioned to enter into the Ohio Department of Health Outbreak Response Immunization Initiative Agreement, seconded by Chris Sorensen. This agreement allows the Ohio Department of Health to distribute outbreak or pandemic vaccines to the Wood County Health Department when an outbreak is declared, enabling the Health Department to vaccinate eligible and at-risk Ohioans at no cost. The agreement establishes requirements for vaccine storage, administration, reporting, and participation in the state immunization registry and outbreak response activities. The agreement term extends through September 30, 2030. A voice vote was taken.

Ayes – 10; Opposed – 0; Abstention – 0

*Motion passed*

**PERSONNEL – Sue Yoder, Chair**

**PER-01-04-2026 Motion to renew the agreement between the Wood County General Health District and Dr. John Coates, D.O.**

Sue Yoder motioned to renew the agreement between the Wood County General Health District and Dr. John Coates, D.O. Chris Sorensen seconded the motion. The renewal of this agreement will allow the continuation of primary care services to patients within the Wood County Community Health Center at a current rate of \$260,000.00 annually (subject to Cost-of-Living Adjustments (COLAs) at the discretion of the Board of Health), payable in 26 biweekly pay periods per year. The renewal of this agreement will commence when all required signatures are obtained and ending December 31, 2027. A roll call vote was taken.

*Motion*

*passed*

Apple-Chamberlain Y Bowlus Y Hertzfeld Y Mears Y Midden Y Milbrodt Y Sezginis Y  
Sorensen Y Strow Y Yoder Y

**FINANCE – Richard Strow, Chair**

**FIN-01-04-2026 Approval of the Panda Technologies Web Hosting Service Agreement**

Richard Strow motioned to approve a new web hosting provider agreement with Panda Technologies for administering website updates, security, hosting and technical support. Bob Midden seconded the motion. This is a month-to-month agreement at a cost of \$25 dollars a month not to exceed \$300.00 annually.

A roll call vote was taken.

*Motion passed*

Apple-Chamberlain Y Bowlus Y Hertzfeld Y Mears Y Midden Y Milbrodt Y Sezginis Y  
Sorensen Y Strow Y Yoder Y



- a. Rural Health Transformation Program
- b. National Public Health Week

**Executive Session**

At 6:35 pm Sue Yoder 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. Richard Strow seconded the motion.

A roll call vote was taken. *Motion passed*

Apple-Chamberlain Y    Bowlus Y    Hertzfeld Y    Mears Y    Midden Y    Milbrodt Y    Sezginis Y  
Sorensen Y    Strow Y    Yoder Y

At 6:56 pm, the board returned to public session with the following resolutions:

**PRG-02-04-2026**

Richard Strow motioned to authorize the Health Commissioner to enter into an agreement with the County Commissioners to support and define fulfillment of IT responsibilities and to ensure alignment with County security standards. Chris Sorensen seconded the motion.

A roll call vote was taken. *Motion passed*

Apple-Chamberlain Y    Bowlus Y    Hertzfeld Y    Mears Y    Midden Y    Milbrodt Y    Sezginis Y  
Sorensen Y    Strow Y    Yoder Y

**PER-02-04-2026**

Richard Strow motioned to approve the first amendment to the employment contract with Benjamin Robison. Bob Midden seconded the motion. This first amendment shortens the notice period for the employee from 6 weeks to 2 weeks if employee chooses to voluntarily resign. Except as specifically amended by this first amendment, all other terms and conditions of the original agreement remain unchanged.

*"In the event that the employee chooses to voluntarily resign, employee shall submit a written resignation to board at least two (2) weeks prior to the date of departure. Should board determine the need to accelerate the separation at its sole discretion, employee shall receive severance pay of two (2) weeks of normal compensation and benefits with appropriate deductions for liabilities, including but not limited to taxes and benefits."*

A roll call vote was taken. *Motion passed*

Apple-Chamberlain Y    Bowlus Y    Hertzfeld Y    Mears Y    Midden Y    Milbrodt Y    Sezginis Y  
Sorensen Y    Strow Y    Yoder Y

**Adjournment of board meeting:**

Being no further business by the board, Bob Midden motioned to adjourn at 6:59 pm seconded by Chris Sorensen. A voice vote was taken, with the motion passing. Meeting adjourned.

*Reedul Arth on behalf of Ben Robison*  
Benjamin Robison, Health Commissioner  
Secretary to the Board of Health

5-15-20  
Date

**EXHIBIT A**

9006-40-715-501200	HPP - salaries	(430.00)
9006-40-717-502052	H5N1 - medical supplies	430.00
9006-40-715-502051	HPP - postage	(150.00)
9006-40-715-504050	HPP - phone	150.00
9006-40-721-501200	Tobacco - salaries	(320.00)
9006-40-721-504052	Tobacco - meetings	320.00
9013-40-793-503054	BH - contract misc	65.00
9013-40-793-504050	BH - workers comp	(65.00)
9025-40-817-501400	Food Svc - workers comp	(220.00)
9025-40-817-504053	Food Svc - refunds	220.00

