

**Board of Health Meeting Minutes
November 12, 2020**

The November board of health meeting was held virtual through GoToMeeting due to the current COVID19 pandemic.

Cathy Nelson, board President, called the meeting to order at 6:00pm. Roll call attendance was taken.

BOH present: Bob Midden, DJ Mears, Tom Milbrodt, Cathy Nelson, Carolyn Rava, Nilgun Sezginis, Betty Woods, Dallas Ziegler. Sonja Apple-Chamberlain entered at 6:26pm. Richard Strow entered at 6:38pm.

Staff Present: Tina Cox, Ben Robison, Amy Jones, Diane Krill, Jackie Mears, Lexie Jacobs, Lana Glore, Tracy Henderly, Julie Kauffman

Guests: Debbie Rogers – Sentinel Tribune; David Dupont – BG Independent News; Clint Corpe – WBGU; Joanne Navin – WC Community Health Center board President.

Approval of minutes: DJ Mears made a motion to approve the October 8th, 2020 minutes. Tom Milbrodt seconded the motion. Voice vote was taken. *Motion passed*

DJ Mears made a motion to approve the October 23, 2020 special board meeting minutes. Nilgun Sezginis seconded the motion. Voice vote was taken. *Motion passed*

DJ Mears made a motion to approve the November 2, 2020 special board meeting minutes. Betty Woods seconded the motion. Voice vote was taken. *Motion passed*

Approval of warrants: Tom Milbrodt made a motion to approve the warrants. Betty Woods seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Carolyn Rava Y Tom Milbrodt Y
Bob Midden Y

FINANCE – Nilgun Sezginis, Chair**Resolution #FIN-01-11-2020****Motion to Transfer Funds**

Nilgun Sezginis made a motion to approve the transfer of \$46,000.00 from the Levy Fund. These monies cover the expenditures of programs or services that the Health District Levy supports (October 16, 2020).

\$25,000.00 – Fund 9 – Sewage
\$19,000.00 – Fund 11 – WIC
\$2,000.00 – Fund 29 – Swimming Pools

Nilgun Sezginis made a motion to approve the electronic transfer of \$64.00, on October 6, 2020 to the Wood County Justice Center for the 3rd Quarter 2020 for employee background checks by electronic fingerprinting from the following funds. Tom Milbrodt seconded the motions. A roll call vote was taken. *Motions passed*

\$32.00 – Fund 8 - Levy
\$32.00 – Fund 13 – FQHC

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Carolyn Rava Y Tom Milbrodt Y
Bob Midden Y

Resolution #FIN-02-11-2020

Motion to Amend 2020 Estimated Resources

Nilgun Sezginis made a motion to amend the 2020 Certificate of Estimated Resources of the District to a new total amount of \$11,432,323.96. This amount includes the following changes of \$63,350.75 in fund revenues at this time (October 16, 2020):

006. 0206. 405100	FEDERAL FUNDS	\$5,700.00
006. 0206. 407709	LOCAL GOVERNMENT FUNDS	\$1,500.00
007. 0207. 404000	STATE FUNDS	\$90.00
007. 0207. 407000	OTHER RECEIPTS	\$2,500.00
008. 0208. 407000	OTHER RECEIPTS	\$900.00
009. 0209. 406800	FEES	\$52,000.00
011. 0211. 407000	OTHER RECEIPTS	\$125.50
012. 0212. 404000	STATE FUNDS	\$415.00
012. 0212. 407000	OTHER RECEIPTS	\$50.25
029. 0229. 407000	OTHER RECEIPTS	\$70.00

***Correction to last month's resolution – new total amount was stated at \$11,424,639.21. The correct amount was \$11,368,973.21.

Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Carolyn Rava Y Tom Milbrodt Y
Bob Midden Y

Resolution #FIN-03-11-2020

Motion to Amend 2020 Appropriations

Nilgun Sezginis made a motion to amend the 2020 annual appropriations of the District. The following changes in fund appropriations are needed at this time (October 16, 2020):

025. 0225. 510000	FOOD SERV – SALARIES	(\$260.00)
025. 0225. 520100	FOOD SERV – SUPPLIES	\$170.00
025. 0225. 569900	FOOD SERV - OTHER EXPENSES	\$90.00
009. 0209. 569900	SEWAGE - OTHER EXPENSES	\$375.00
009. 0209. 572900	SEWAGE - REMIT TO STATE	\$1,900.00
013. 0213. 569900	FQHC-OTHER EXPENSES	\$3,700.00
	TOTAL	\$5,975.00

Nilgun Sezginis made a motion to amend the 2020 annual appropriations of the District. The following changes in fund appropriations are needed at this time (October 26, 2020):

008. 0208. 569700	LEVY - F.I.C.A.	\$175.00
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TOTAL \$175.00

Bob Midden seconded the motions. A roll call vote was taken. *Motions passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Carolyn Rava Y Tom Milbrodt Y
Bob Midden Y

Resolution #FIN-04-11-2020

**Motion to Approve Agreements with Contractors for the Water
Pollution Control Loan Fund**

Nilgun Sezginis made a motion to approve agreements with the following contractors for payment of services for repair/replacement of homeowners' sewage systems under the 2020 Water Pollution Control Loan Fund. Tom Milbrodt seconded the motion. A roll call vote was taken. *Motion passed*

Mastin Site Services, Cody Mastin \$13,225.00 (20055 Luckey Road, Webster Twp.)
\$3,846.00 (6982 Keller Road, Lake Twp.)

Total for Cody Mastin \$17,071.00

Main & Sons Plumbing, Heating, & AC, Jeremy Main

\$16,416.00 (18337 Brim Road, Plain Twp.)
\$2,195.00 (24947 River Road, Grand Rapids Twp.)
\$2,200.00 (24985 River Road, Grand Rapids Twp.)
\$1,874.00 (20687 Kellogg Road, Grand Rapids Twp.)

Total for Main & Sons \$22,685.00

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Carolyn Rava Y Tom Milbrodt Y
Bob Midden Y

Resolution #FIN-05-11-2020

**Motion to approve Academic Affiliation Agreement between the
University of Toledo and the Wood County Combined General
Health District**

DJ Mears made a motion to approve the Academic Affiliation Agreement between the University of Toledo and the Wood County Combined General Health District. This agreement will allow the opportunity for Physician Assistants to do clinical rotations at the Wood County Community Health Center. Tom Milbrodt seconded the motion. A voice vote was taken. *Motion passed*

Resolution #FIN-06-11-2020**Motion to approve the Non-Competing Continuation Fiscal Year 2021 Health Center Budget Narrative for the Budget Period Report (BPR)**

Nilgun Sezginis made a motion to approve the non-competing continuation fiscal year 2021 Health Center budget narrative report for the HRSA Budget Period Report (BPR), submitted on September 25, 2020. Dallas Ziegler seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Carolyn Rava Y Tom Milbrodt Y
Bob Midden Y

Resolution #FIN-07-11-2020**Motion to approve the Supplemental Order Form from NextGen for a total of \$20,269.00**

Nilgun Sezginis made a motion to approve the supplemental order form from NextGen for a total of \$20,269.00. This expenditure will cover the costs for the additional Provider licenses necessary for the Electronic Health Record. This expenditure will be paid for using Integrated Behavioral Health Services, carryover HRSA funds. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Tom Milbrodt Y Bob Midden Y

Resolution #FIN-08-11-2020**Motion to approve the expenditure of \$19,259.50 for the purchase of Accula Sars-Covid Test Kits through McKesson**

Nilgun Sezginis made a motion to approve the expenditure of \$19,259.50, through McKesson, to purchase 8 Accula Sars-Cov-2 (25 tests per kit) at a price of \$2,375.00 per kit and 2 Dock, Platform Silaris Test Cassette Diag Assay at \$129.75 each, for Covi-19 testing rapid testing. This information was provided to us through the Ohio Health Commissioner's Association. This expenditure will be paid for using Expanding Capacity for Coronavirus Testing (ECT), HRSA funds. Bob Midden seconded the motion. A brief discussion was held regarding the testing process. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Tom Milbrodt Y Bob Midden Y

Resolution #FIN-09-11-2020**Motion to approve the expenditure of \$14,975.00 to purchase Bridge Devices under the MAT (Medication Assisted Treatment) program, through Masimo Americas, Inc.**

Nilgun Sezginis made a motion to approve the expenditure of \$14,975.00 to purchase Bridge Devices under the MAT (Medication Assisted Treatment) program, through Massimo Americas Inc. This expenditure will be paid for using Integrated Behavioral Health Services, carryover HRSA funds. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonja Apple-Chamberlain Y Tom Milbrodt Y Bob Midden Y

Resolution #FIN-10-11-2020**Motion to Approve the Resolution, to Participate in the State of Ohio Cooperative Purchasing Program.**

Nilgun Sezginis made a motion to approve the resolution, to participate in the State of Ohio Cooperative Purchasing Program. Bob Midden seconded the motion. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonja Apple-Chamberlain Y Tom Milbrodt Y Bob Midden Y

***3rd & Final reading by title only for the proposed Food Service Operation, Retail Food Establishment (FSO/RFE) fee revisions for 2021

Resolution #FIN-11-11-2020**Motion to adopt the Wood County Health Department Retail Food Establishment and Food Service Operation Program Fees**

Nilgun Sezginis made a motion to adopt the Wood County Health Department Retail Food Establishment and Food Service Operation Fees. DJ Mears seconded the motion. A voice vote was taken. *Motion passed*

Resolution #FIN-12-11-2020**Motion to approve the contract with Elizabeth Peery for COVID-19 Communications Team Member**

Nilgun Sezginis made a motion to approve the contract between Wood County Health District and Elizabeth Peery for COVID-19 Communications Team Member. This is an independent contractor position to assist with communication to support COVID-19 prevention through public information activities such as social media, traditional media and other avenues. The amount of the contract will be up to \$10,000.00 through December 30, 2020. Funding for this contract will come from the ODH Contact Tracing Grant Agreement SFY 2020 that the Wood County Health District was awarded. Tom Milbrodt seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Dallas Ziegler Y Carolyn Rava Y
Sonja Apple-Chamberlain Y Tom Milbrodt Y Bob Midden Y

PERSONNEL – Dallas Ziegler, Chair**Resolution PER#01-11-2020****Motion to appoint Jessica Crouch to the Full Time Admin/Finance Secretary Position**

Dallas Ziegler made a motion to appoint Jessica Crouch to the Full-Time Admin/Finance Secretary Position. Ms. Crouch will be paid at Grade 3, Step 1 at the rate of \$15.65 per hour and will serve a 180 - day probationary period. Her start date is pending return of successful background check. Betty Woods seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Y Nilgun Sezginis Y Betty Woods Y Carolyn Rava Y Tom Milbrodt Y
Bob Midden Y

- I **Director Updates:** Bob Midden voiced concern over the patient target numbers for the health center falling short. CEO, Diane Krill stated the Dental numbers show an increase in comparison to previous years and they have had to scale back the outreach for the health center due to COVID but are taking a more targeted approach to current patients as the best referral sources. New patients are continuing to come aboard through Dr. Coates who is also taking over Dr. Dood's patients as he no longer has direct patient care. DJ Mears added he is a patient of Dr. Coates and had a recent appointment and is impressed with the health center stating the board needed to do more to get the word out to the community.
- II. **Health Commissioner: COVID Update:** Lengthy discussion was held regarding the large increase in cases and concern for hospital compacity and ability to keep up if this rise continues. Dallas and Bob commended Health Commissioner, Ben Robison, for the recent community leaders meeting. Ben reviewed current numbers stats adding this increase follows Halloween with concern with the upcoming Thanksgiving holiday. Ben stressed the importance of following the guidelines not only in public settings but also in private settings and this is a critical window to take action by restricting gatherings. Further hiring of contact tracers will continue with the additional funding of \$200,000.00 being received. There will be a creative / inspirational media posts and surveys for the community to take which will help guide safety in the upcoming Thanksgiving celebrations. Discussion was also held regarding pop up testing events, difficulty getting a test due to long waits or no appointments left as well as not all community members have a primary care provider which is required for some events. These are good resources the health center could utilize.

The board had a brief discussion about Christmas Eve and rewarding the staff for their hard work. Richard Strow made a motion Christmas Eve be a paid holiday off this year for all staff, making the health department closed December 24th and December 25th. Bob Midden seconded the motion. A roll call vote was taken. *Motion passed*

Cathy Nelson Y DJ Mears Abstained Nilgun Sezginis Y Betty Woods Y Carolyn Rava Y Dallas Ziegler Y Sonja Apple-Chamberlain Y Richard Strow Y Tom Milbrodt Y Bob Midden Y


Ben also expresses his thanks for the support from the board as well as the community toward the passing of the levy.

Betty Woods made a motion to adjourn at 7:20pm. Dallas Ziegler seconded the motion. *Motion passed*



Cathy Nelson, Board President

12/11/20
Date



Ben Robison, Health Commissioner
Secretary to the Board

12/10/20
Date