

RESOLUTION NO. 21-01328

In the matter of approval of prior meeting) County Commissioners’ Office,
minutes from the regular session held on) Wood County, Ohio
November 2, 2021.) November 4, 2021

WHEREAS, in accordance with §121.22 (“Sunshine Law”), and §305.11, Revised Code of Ohio, “immediately upon the opening of each day’s session of the board of county commissioners, the records of the proceedings of the session of the previous day shall be read, or provided to each commissioner in written form, by the clerk of the board and, if correct, approved and signed by the commissioners”; and

WHEREAS, the Board of County Commissioners met in regular session on the 2nd day of November 2021 with the following members present: THEODORE H. BOWLUS, CRAIG LAHOTE and DORIS I. HERRINGSHAW; and

WHEREAS, the Commissioners’ Agenda for November 2, 2021 was as follows:

I. 9:17 a.m. -- Reading of minutes from preceding meeting

Commissioner Herringshaw called the meeting to order and requested reading of the prior meeting minutes. Administrator Andrew Kalmar, Assistant Administrator Carri Stanley and Clerk Sandy Long were present.

*II. -- Consider Approval of Resolutions immediately following item I
See Resolution Listing
Authorize Payroll*

No out of state travel requests were submitted. The personnel actions submitted were from the Solid Waste Management District for the retirement of Office Manager Patti Bowsher; from Building Inspection to amend resolution 21-01240 to reflect correct ending balances for former employee Megan Smith; from Wood Haven for new hire full-time STNA Violet Rudolph, retirement/resignation of Laundry Aide Conni Sheline, two-day suspension without pay for STNA Irving Padilla-Garcia, resignation of RN-Shift Supervisor Anita Enriquez, probationary termination of Housekeeping Aides Melissa Raff and Tori Johnson; rate increase due to revision of pay scale for non-union STNA’s Jacqueline Almaguer, Angela Fretter, Olethia Ketcham, Anthony Onyekelu, Ashely Smith-Brown, Schauna Sniegowski and Brandi Vargas.

Commissioner LaHote moved to approve the resolutions on the attached listing with the exception of resolution 21-01307 (third party administration) which will be held until later in the day’s session. Commissioner Bowlus seconded the motion. All voted aye and the motion carried.

III. -- Staff Reports

Discussion re: Third-Party Administrator for Employee Health Benefits Plan (9:30 a.m.) – Chief Assistant Prosecutor Arlen de la Serna, Assistant Prosecutor Linda Holmes and Assistant Human Resources Manager Janese Diem were present. Mr. Kalmar shared information on the proposals received for the third-party administrator with the Commissioners. Mr. Kalmar did not share the names of the vendors at this time. Three weeks ago a team of five county employees reviewed and scored the proposals received by six vendors without seeing the names of the vendors during the process. Following the meeting the two top scoring vendors were revealed and Mr. Kalmar

contacted each of them and requested they provide their best and final offer. Mr. Kalmar stated that once the best and final offers were received there was a difference of \$1.98 per employee per month. This amount multiplied by the plan members (currently at 884) then multiplied by 12 months revealed a cost difference of \$21,003.84. This number is multiplied by 3 (the length of years of the contract) showing a difference of \$63,011.52. Mr. Kalmar stated the vendor with the lower offer is Trustmark Health Benefits, Inc., and the other proposal was submitted by the county's current vendor, Meritain. Commissioner LaHote stated that Trustmark has offered the best cost. Ms. Holmes stated that Jason Beaver of Mercer Consulting, Wood County's current healthcare consultant, is familiar with this vendor. Mr. Kalmar called three of Trustmark's clients for references. He has only received one response. The client who responded stated they are very satisfied with this vendor and they work well with them. The Commissioners agreed to move forward with Trustmark Health Benefits, Inc., as the Third-Party Administrator of the Employees Health Benefits Plan.

Commissioner LaHote moved to approve resolution 21-01307 naming Trustmark Health Benefits, Inc., as the Third-Party Administrator of the Employee Health Benefits Plan beginning January 1, 2022. Commissioner Bowlus seconded the motion. All voted aye and the motion carried. Ms. Holmes, Ms. de la Serna and Ms. Diem exited at 10:10 a.m.

Information Technology/All County 2022 Appropriation Review (10:11 a.m.) – IT Director Ben Hendricks shared the Information Technology/All County 2022 appropriations and strategic budget requests. Fiscal Manager Dee Stewart was also present. Mr. Hendricks stated there is not much change from the 2021 appropriation request. He has requested an additional employee to be assigned to the courts. Mr. Hendricks mentioned the cost for Microsoft Office 365 will be higher than noted as JFS has just acquired more licenses. He also stated that he has been reviewing replacement software for the digital displays in the courthouse and at JFS. The meeting concluded at 10:36 a.m. Mr. Hendricks exited at this time.

Buildings and Grounds 2022 Appropriation Review (10:36 a.m.) – Facilities Director Steve Blausey shared the Buildings and Grounds 2022 appropriation and strategic budget requests. Mr. Blausey stated the office building chiller, which quit working last month, is over 26 years old. Acquiring replacement parts is difficult and the cost to replace it is estimated at \$100,000. He also stated that drone photos were taken of the courthouse roof. There are quite a few broken or missing tiles and the gutters are blocked in places. He is still waiting on a quote for this project. The meeting concluded at 10:55 a.m. Mr. Blausey exited at this time.

Common Pleas Courts 1, 2 and 4, Domestic Relations, Court Administration, Adult Probation and Court Security 2022 Appropriation Review (11:00 a.m.) – Court Administrator Brandy Hartman was joined by Common Pleas Court Judges Joel Kuhlman, Molly Mack and Matt Reger, as well as Assistant Court Administrator Allison Huffine, Chief Probation Officer Ryan Wolaver and Chief Court Constable Scott Kleiber, to share the 2022 Common Pleas Courts, Domestic Relations, Court Administration, Adult Probation and Court Security appropriation and strategic budget requests. Ms. Hartman mentioned there is still a staff vacancy for the Domestic Relations department. The Court Administration Office is requesting an additional staff member to provide IT services to the courts. This is the same position mentioned by Mr. Hendricks during the IT appropriation request. Ms. Hartman stated that each of the three judges have requested additional funds for their staff attorneys. Judge Reger stated the staff attorney helps with research and writing, particularly in civil cases, allowing the judge more time to focus on criminal and domestic violence cases. Judge Mack stated they are completely essential and the current staff attorneys have impeccable qualifications.

Judge Kuhlman stated that 20 years ago a staff attorney position was a stepping stone position and in Wood County are now career positions. Ms. Hartman also mentioned that Judge Reger has requested a pay adjustment for the CPC 1 Deputy Case Manager position to bring it more in line with the other courts. Judge Reger stated that a five-year plan for succession in Domestic Relations needs to be looked into due to the potential retirement of the magistrates.

Mr. Kleiber stated that his department lost two court constables due to the changes in health care availability for part-time public employees who previously retired under OPERS. He noted it is a challenge to find qualified individuals and consideration may need to be given to offering a full-time position. Mr. Kleiber stated that he has requested 17 additional surveillance cameras for the courthouse complex.

Mr. Wolaver stated there is a bump in the salary line item due to the wage adjustment authorized in January 2021. He mentioned an additional staff request for a Pre-Trial Bond Officer. Mr. Wolaver mentioned that changes in bond reform will eventually be coming from the state. He noted that approximately 350 cases were bound over last year from municipal courts to Adult Probation. He also mentioned there is a 60-day period where no one is monitoring these individuals and he anticipates soon the Adult Probation department will have to monitor them. Mr. Wolaver stated that there were 169 individuals on monitors in 2020 at a cost of \$149,000 which is much less costly than keeping them in jail for 60 days at a cost of \$811,000. The meeting concluded at 11:55 a.m. Ms. Stewart, Ms. Hartman, Judges Kuhlman, Mack and Reger, Ms. Huffine, Mr. Wolaver and Mr. Kleiber exited at this time.

IV. -- Open Forum Citizens Comments/Concerns

No one from the public was present.

V. 12:00 p.m. -- Chief Dog Warden Interview

Commissioner Herringshaw moved to enter into executive session to consider the appointment of a public employee. Commissioner Bowlus seconded the motion. All voted aye and the motion carried. The Commissioners left executive session at 12:16 p.m. Commissioner Herringshaw moved to recess until the next scheduled meeting. Commissioner Bowlus seconded the motion. All voted aye and the motion carried at 12:16 p.m.

VI. 1:55 p.m. -- Chief Dog Warden Interview

Commissioner Herringshaw called the meeting back to order with Commissioners LaHote and Bowlus, Mr. Kalmar and Ms. Long present. Commissioner Herringshaw moved to enter into executive session to consider the appointment of a public employee. Commissioner LaHote seconded the motion. All voted aye and the motion carried. The Commissioners left executive session at 2:57 p.m. Commissioner Bowlus moved to adjourn and Commissioner LaHote seconded the motion. All voted aye and the motion carried at 2:58 p.m.

VII. 5:30 p.m. -- Planning Commission Meeting – Commissioners' Hearing Room

Commissioners Herringshaw, LaHote and Bowlus attended. No official action was taken.

The Board of County Commissioners will attempt to provide reasonable accommodations for any disabled person. Requests for special accommodations shall be made to the Office of the County Commissioners twenty-four (24) hours prior to the time such accommodations are required; now therefore, be it

RESOLVED, by the Board of County Commissioners of Wood County, Ohio, that the foregoing minutes be and are hereby approved; and be it further

RESOLVED, that these proceedings shall be kept on file in the office of the County Commissioners and open at all time to public inspection.

Commissioner Lahote moved and Commissioner Bowlus seconded the approval of the resolution, and the roll being called on its adoption, the vote resulted as follows:

DR. THEODORE H. BOWLUS

yes

Theodore H. Bowlus

CRAIG LAHOTE

yes

Craig Lahote

DORIS I. HERRINGSHAW, Ed.D.

yes

Doris I. Herringshaw
Board of County Commissioners,
Wood County, Ohio

Attest:

Sandy A. Long
Clerk of said Board

Resolution	Date	Description	PO	Cost
21-01292	11/2/2021	TRANSFER OF FUNDS - AUTO TITLE TO GENERAL FUND, PURSUANT TO SECTION 325.33 OF THE OHIO REVISED CODE (TABLED 10/28/21)		
21-01307	11/2/2021	RECEIVING PROPOSALS AND SELECTING VENDOR FOR THE THIRD PARTY ADMINISTRATION OF THE HEALTH BENEFITS PROGRAM AND MEDICAL MANAGEMENT FOR THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS PLAN (TABLED 10/28/21)		
21-01309	11/2/2021	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 10/28/2021		
21-01310	11/2/2021	AUTHORIZE PAYMENT OF VOUCHERS		
21-01311	11/2/2021	AUTHORIZE TO ADVERTISE FOR COMPETITIVE SEALED PROPOSALS FOR THE PURCHASE OF ANKLE-MOUNTED GLOBAL POSITIONING SYSTEM (GPS) CONTINUOUS ALCOHOL MONITORING UNITS, OTHER HOUSE ARREST OPTIONS AND MONITORING SERVICES FOR WOOD COUNTY ADULT PROBATION.		
21-01312	11/2/2021	SUPPLEMENTAL APPROPRIATION - VARIOUS FUNDS		
21-01313	11/2/2021	RECEIVE BIDS AND AWARD CONTRACT FOR COOLING SYSTEM FOR THE WOOD COUNTY SHERIFF'S OFFICE DATA/SERVER ROOM.		
21-01314	11/2/2021	AUTHORIZE AGREEMENT WITH NORTHWOOD DOOR, LLC. FOR THE INSTALLATION OF (3) REPLACEMENT STEEL DOORS, FRAMES AND LOCKS AT THE WOOD COUNTY DOG SHELTER.		
21-01315	11/2/2021	AUTHORIZING THE DISTRIBUTION OF FUNDS FOR 2022 TO SHELTERS FOR VICTIMS OF DOMESTIC VIOLENCE, PURSUANT TO ORC SECTIONS 3113.33 TO 3113.39		
21-01316	11/2/2021	NORTHWOOD DOOR, LLC - AUTHORIZING THE INSTALLATION OF (3) REPLACEMENT STEEL DOORS, FRAMES AND LOCKS AT THE WOOD COUNTY DOG SHELTER, PURSUANT TO BCC AGREEMENT NO. 21-1314, DATED 11/2/2021.	142865	\$6,035.00
21-01317	11/2/2021	APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES.		
21-01318	11/2/2021	AUTHORIZE SUBGRANT AGREEMENT BETWEEN WOOD COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES AND WOOD COUNTY EDUCATIONAL SERVICE CENTER FOR COMPREHENSIVE CASE MANAGEMENT EMPLOYMENT (CCMEP) TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) YOUTH SERVICES.		
21-01319	11/2/2021	WOOD COUNTY HISTORICAL MUSEUM - AUTHORIZING REIMBURSEMENT FOR PROJECTS COMPLETED AT THE WOOD COUNTY HISTORICAL MUSEUM FROM FUNDING PROVIDED BY THE OHIO HISTORY CONNECTION ON BEHALF OF THE ROVER PIPELINE.	134816	\$53,335.00
21-01320	11/2/2021	AUTHORIZE AGREEMENT WITH PRESIDIO NETWORKED SOLUTIONS GROUP, LLC FOR THE PURCHASE OF (2) MERAKI MR46 WI-FI 6 INDOOR ACCESS POINTS AND (2) MERAKI ENTERPRISE LICENSES FOR THE WIRELESS NETWORK USED AT VARIOUS LOCATIONS AT THE COURTHOUSE AND EAST GYPSY LANE COMPLEXES.		
21-01321	11/2/2021	AUTHORIZING HEALTH INSURANCE WITH MERITAIN HEALTH FOR NOVEMBER 2021, FROM THE WOOD COUNTY EMPLOYEE HEALTH CARE TRUST FUND.		
21-01322	11/2/2021	AUTHORIZING PRESCRIPTION INSURANCE WITH PHARMACY DATA MANAGEMENT INC., FOR NOVEMBER 2021, FROM THE WOOD COUNTY EMPLOYEE HEALTH INSURANCE TRUST FUND.		
21-01323	11/2/2021	AUTHORIZING VISION COVERAGE FOR NOVEMBER 2021, FROM THE WOOD COUNTY EMPLOYEE HEALTH CARE TRUST FUND.		
21-01324	11/2/2021	AUTHORIZING DENTAL INSURANCE WITH DELTA DENTAL OF OHIO FOR NOVEMBER 2021, FROM THE WOOD COUNTY EMPLOYEE HEALTH CARE TRUST FUND.		

Resolution	Date	Description	PO	Cost
21-01325	11/2/2021	AUTHORIZING LIFE INSURANCE WITH MET LIFE FOR NOVEMBER 2021, FROM THE WOOD COUNTY EMPLOYEE HEALTH CARE TRUST FUND.		
21-01326	11/2/2021	ADJUSTMENT TO APPROPRIATIONS - VARIOUS FUNDS		
21-01327	11/2/2021	AUTHORIZE VARIOUS PERSONNEL ACTIONS		

