

RESOLUTION NO. 21-01083

In the matter of approval of prior meeting) County Commissioners' Office,
minutes from the regular session held on) Wood County, Ohio
September 7, 2021.) September 9, 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 7th day of September 2021 with the following members present: THEODORE H. BOWLUS, CRAIG LAHOTE and DORIS I. HERRINGSHAW; and

WHEREAS, the Commissioners’ Agenda for September 7, 2021 was as follows:

I. 10:39 a.m. -- Reading of minutes from preceding meeting

Commissioner Herringshaw called the meeting to order and waived reading of the prior meeting minutes. Administrator Andrew Kalmar, Assistant Administrator Carri Stanley, Clerk Sandy Long, Sentinel-Tribune reporter Marie Thomas, Wood County Veterans Service Office Executive Director Zach Migura, Board of Developmental Disabilities Superintendent Brent Baer, Job and Family Services Assistant Director Michael Fuller and Family and Children First Council Coordinator Melissa Coe were present.

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

The resolutions will be considered later in today’s session.

III. -- Staff Reports

Veterans Service Office Update (10:39 a.m.) – Mr. Migura shared the attached information which was referenced throughout the discussion. The Commissioners thanked Mr. Migura for the update and for his efforts to reach out to Veterans. The meeting concluded at 10:51 a.m. Mr. Migura exited at this time.

Family and Children First Council re: Partner Contributions (10:52 a.m.) – Mr. Fuller stated the Family and Children First Council sent a letter requesting a contribution of up to \$15,000 to all partners mandated per the Ohio Revised Code to serve on the Council. He stated the funding would be used for the salaries of the Council’s two employees. Mr. Fuller mentioned there have only been employees of the Council since 2018. Prior to that time, members of the council took on the responsibilities mandated by the state and at one time had a MOU with Juvenile Court for an employee to act as Council Coordinator. Changes at the state, which included the state not releasing funding, pushed the Council to hire employees. Mr. Fuller stated the salaries of the two positions are between \$114,000-\$120,000 annually and they only receive \$15,000 from the state for the salaries. The total budget for the Council in 2021 is \$500,000 which includes grant funding. Ms. Coe stated that she has worked for the Council since 2020, handling oversight and coordinating

plans which are required to be submitted to the state. She stated the goal of the Council is to keep children with their families. In 2019-2020 they helped 11 families and in the 2020 fiscal year helped 20 families. She noted that she has just begun outreach to schools. Commissioner LaHote asked if the funding will be an annual need. Mr. Fuller stated that it will. He noted the Council handles all service coordination as well as No Wrong Door in Wood County. Mr. Baer stated that additional responsibilities have been given to the Council which includes service coordination, wrap-around services and grants. Job and Family Services acts as fiscal agent. Commissioner Herringshaw asked if they anticipate the requested amount to go up in coming years. Mr. Baer stated he does anticipate the amount to go up. The \$15,000 request is for the 2022 budget cycle. The Commissioners thanked them all for explaining the need for the funding request. The meeting concluded at 11:12 a.m. Mr. Baer, Mr. Fuller and Ms. Coe exited at this time.

Mr. Kalmar stated the personnel actions submitted were from Buildings and Grounds for medical leave without pay for Custodian I Nora Hoskay; from Job and Family Services to extend probationary period for Protective Services Worker 3 Alissa Spangenberg; from Wood Haven for the voluntary separation of Housekeeping Aides Melinda Beason and Eric Yun, new hire full-time Housekeeping Aide Edna Anderson and part-time LPN Wendy Krebs.

Commissioner LaHote moved to approve the resolutions on the attached listing and Commissioner Bowlus seconded the motion. All voted aye and the motion carried.

Mr. Kalmar stated that everything is looking good for the Veterans Memorial rededication ceremony to be held this coming Saturday.

IV. -- *Open Forum Citizens Comments/Concerns*

There were no comments from the public. Commissioner Herringshaw moved to adjourn and Commissioner Bowlus seconded the motion. All voted aye and the motion carried at 11:18 a.m.

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	<u>no</u>	<u><i>Theodore H. Bowlus</i></u>
CRAIG LAHOTE	<u>ye</u>	<u><i>Craig LaHote</i></u>
DORIS I. HERRINGSHAW, Ed.D.	<u>yes</u>	<u><i>Doris Herringshaw</i></u>

*Board of County Commissioners,
Wood County, Ohio*

Attest: *Sandy A. Long*
Clerk of said Board

Resolution	Date	Description	PO	Cost
21-01068	9/7/2021	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 9/2/2021		
21-01069	9/7/2021	AUTHORIZING HEALTH INSURANCE WITH MERITAIN HEALTH FOR SEPTEMBER 2021, FROM THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS TRUST.		
21-01070	9/7/2021	AUTHORIZING PRESCRIPTION COVERAGE WITH PHARMACY DATA MANAGEMENT INC., FOR SEPTEMBER 2021, FROM THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS TRUST.		
21-01071	9/7/2021	AUTHORIZING VISION COVERAGE FOR SEPTEMBER 2021, FROM THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS TRUST.		
21-01072	9/7/2021	AUTHORIZING DENTAL INSURANCE WITH DELTA DENTAL OF OHIO FOR SEPTEMBER 2021, FROM THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS TRUST.		
21-01073	9/7/2021	AUTHORIZING LIFE INSURANCE WITH MET LIFE FOR SEPTEMBER 2021, FROM THE WOOD COUNTY EMPLOYEE HEALTH BENEFITS TRUST.		
21-01074	9/7/2021	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
21-01075	9/7/2021	AUTHORIZING PAYMENT OF VISION CLAIMS FROM THE WOOD COUNTY EMPLOYEES' TRUST INSURANCE FUND FOR THE MONTH OF SEPTEMBER, 2021.		
21-01076	9/7/2021	ADJUSTMENT TO APPROPRIATIONS - VARIOUS FUNDS		
21-01077	9/7/2021	AUTHORIZE PAYMENT OF VOUCHERS		
21-01078	9/7/2021	POLICY REVISIONS TO THE WOOD COUNTY DOG SHELTER OPERATIONS MANUAL		
21-01079	9/7/2021	APPROVE REQUESTS FOR TRAVEL AND REIMBURSEMENT FOR WOOD COUNTY EMPLOYEES		
21-01080	9/7/2021	RIGHT STUFF SOFTWARE CORP - AUTHORIZING THE PURCHASE OF A REPLACEMENT TIMECLOCK FOR JOB AND FAMILY SERVICES.	42797	\$2,200.00
21-01081	9/7/2021	AUTHORIZE AGREEMENT WITH THE OHIO STATE UNIVERSITY AS FISCAL AGENT FOR OARNET TO PURCHASE VMWARE FOR VARIOUS COUNTY OFFICES.		
21-01082	9/7/2021	AUTHORIZE APPLICATION FOR OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAMS FOR PROJECTS WITH WOOD COUNTY.		



Wood County Veterans Service Office
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Bowling Green, OH 43402
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woodcountyvets.com

September 7, 2021

WCVSO: Executive Summary and Near-Term Goals for the Wood County Board of County Commissioners
Prepared by: Zach Migura, WCVSO Exec. Dir. & County Veterans Service Officer (CVSO)

Items currently completed or in motion:

1. Website was created by a BGSU intern.
2. Our Records Retention Schedule has changed to allow for electronic storage.
3. Acquired VetPro software- allows for electronic forms completion, remote signatures, and directly uploads to the VA
4. eMerge- is currently scanning our client files to be stored and accessible remotely
5. Precinct Manager- to complete timesheets
6. Office CVSOs' VA accreditations have increased. This allows for broader claims representation.
7. County Fair- engaged with 210 Wood County Veterans for a 4H milkshake, 96 wanted to call back for services
8. Have held several US Dept. of VA virtual hearings in our office with the VA's Veterans Law Judges in D.C.

Near-Term Items and Goals:

1. Fill the Administrative Assistant position in our office.
2. Scott Gray (consultant) will provide strategic planning sessions for one year
3. Continue to Conduct Outreach:
 - a. To the various veterans' service organizations around the county.
 - b. To township, city, village leadership for collaboration (promote Veteran Banner project).
 - c. To civic groups throughout the county.
4. Increase VA accreditations held by CVSOs.
5. Transition office to S. Dunbridge location.

Concerns:

1. Too much change too quickly for office staff.
2. Unable to efficiently handle a drastic increase in client volume.
3. COVID will be a challenge for some time in service delivery and community outreach.

