

**RESOLUTION NO. 22-01304**

In the matter of approval of prior meeting ) County Commissioners’ Office,  
minutes from the regular session held on ) Wood County, Ohio  
October 6, 2022. ) October 11, 2022

*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 6<sup>th</sup> day of October 2022 with the following members present: THEODORE H. BOWLUS and DORIS I. HERRINGSHAW; and

*WHEREAS*, the Commissioners’ Agenda for October 6, 2022, was as follows:

*I. 9:19 a.m. -- Reading of minutes from preceding meeting*

Commissioner Herringshaw called the meeting to order and requested the reading of the prior meeting minutes. Assistant Administrator Dan Scherger and Clerk Sandy Long were also present.

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

There was one personnel action submitted from Information Technology for the resignation of IT Support Technician II Robert Swank and request to post the position.

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

*III. -- Staff Reports*

Wood Haven Monthly Update (9:26 a.m.) – Wood Haven Administrator Jeff Orłowski, Finance Manager Amy Chafins, and Interim Director of Nursing (DON) Charmaine Ajala were present. Ms. Ajala stated she has been a nurse for 26 years, receiving her nursing degrees in New Jersey and Louisiana. She has served in numerous capacities including as a school nurse, DON, MDS Coordinator and in Hospice. The Commissioners welcomed her to Wood County. Mr. Orłowski stated that Wood Haven is still searching for a Community Relations Director and has posted an Assistant DON position. He mentioned that staffing challenges continue and that Ms. Chafins conducts interviews daily. He noted there has been an increase of applications received. Ms. Chafins stated that 3 RNs and 2 LPNs were hired in September. Ms. Chafins mentioned the STNA waiver ends today. The waiver allowed employees to accumulate 75 hours of on-the-job training and take the STNA test without taking the course. Ms. Chafins stated due to the waiver expiration it is likely Wood Haven may lose two employees. She also mentioned the Human Resources Coordinator position is now vacant since she assumed the Finance Manager position.

Mr. Orłowski stated that after discussion regarding the current private room rates and expenses, the Wood Haven Advisory Board will be recommending a 5% increase of private room rates for 2023. He stated the expense increase is 7.6% but they anticipate the cost per day will go down. Mr. Orłowski stated he intends on decreasing agency staff.

Commissioner Bowlus asked if he has considered a memory care unit. Mr. Orłowski stated that to have one an entire wing would need to closed and dedicated to memory care residents only. This

would result in a loss of beds. He stated that if the Commissioners would like to explore the option he will look into it. The Commissioners thanked them all for the update. The meeting concluded at 9:54 a.m.

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 present voted aye and the motion carried at 9:55 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

yes

*Theodore H. Bowlus*

CRAIG LAHOTE

yes

*Craig Lahote*

DORIS I. HERRINGSHAW, Ed.D.

yes

*Doris Herringshaw*

Board of County Commissioners,  
Wood County, Ohio

Attest:

*Sandy Long*  
Clerk of said Board

Resolution	Date	Description	PO	Cost
22-01293	10/6/2022	APPROVAL OF PRIOR MEETING MINUTES FROM THE REGULAR SESSION HELD ON 10/4/2022		
22-01294	10/6/2022	AUTHORIZE PAYMENT OF VOUCHERS		
22-01295	10/6/2022	AUTHORIZE A CONTRACT WITH AMERICAN INTERIORS, INC. FOR THE PURCHASE OF FURNITURE AND WORKSTATIONS FOR THE MAIN WORK AREA ON THE FIRST FLOOR OF THE WOOD COUNTY RECORDS CENTER.		
22-01296	10/6/2022	ADVANCE OF FUNDS - DITCH DEBT FUNDS		
22-01297	10/6/2022	STAFFORD BUILDING PRODUCTS, INC. - AUTHORIZE THE PURCHASE OF (1) SOLID CORE OAK 1 3/4" 3070 PRIME 4-PANEL MACHINED WOOD DOOR AND HARDWARE FOR RENOVATIONS IN COMMON PLEAS COURT #2.	134926	\$1,171.00
22-01298	10/6/2022	AUTHORIZE VARIOUS PERSONNEL ACTIONS		
22-01299	10/6/2022	ADJUSTMENT TO APPROPRIATIONS - VARIOUS FUNDS		
22-01300	10/6/2022	AUTHORIZE INCUMBENT WORKER TRAINING AGREEMENT BETWEEN OHIOMEANSJOBS WOOD COUNTY AND NSG GLASS NORTH AMERICA, INC.		
22-01301	10/6/2022	AUTHORIZE AN AGREEMENT WITH GERKEN PAVING, INC FOR THE RESURFACING OF VARIOUS WOOD COUNTY ROADS LOCATED IN BLOOM, HENRY AND JACKSON TOWNSHIPS.		
22-01302	10/6/2022	AUTHORIZE AN AGREEMENT WITH VERNON NAGEL, INC. FOR THE REPLACEMENT OF LONG JUDSON ROAD BRIDGE NO. 4-79C OVER DITCH 2426, PLAIN TOWNSHIP, WOOD COUNTY, OHIO.		
22-01303	10/6/2022	AUTHORIZE NEW FUND - PY2022 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)		

**ATTENDANCE ROSTER**

The following persons were in attendance at a public meeting/hearing of the Board of County

Commissioners on the 6<sup>th</sup> day of October, 2022.

**PLEASE PRINT**

**NAME**

**DEPARTMENT/ADDRESS**

Jeff Orłowski

Wood Haven

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