

**LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Department of Operations Center (DOC) #254**

February 26, 2015 – 8:30 A.M.

Roll Call

A roll call was taken of Board members for attendance.

Present: Darlene Chaplin, Barbara Conover, Reynald Debroas, Mary Duncan, Matthew Heyrman, Donald Murray, Robert Reinbolt, Barbara Sarantou, Hans Schmalzried, Dr. Christopher Sherman, Dr. Donna Woodson

Absent: Perlean Griffin (excused)

Guests: Cindy McLeod, ONA Representative; Nathan Fries, Union Steward, AFSCME; Evy Jarrett and Jim Walter, Assistant Prosecutors; Hoor Acshevyawi and Monica Williams, Students, University of Toledo

Staff: Jerry Bingham, Mary Frank, Dr. David Grossman, Barbara Gunning, Shannon Lands, Joanne Melamed, Dave Miller, Larry Vasko, Eric Zgodzinski

Dr. Donna Woodson, President, called the meeting to order.

Introduction of Guests

Larry Vasko introduced Cindy McLeod, Nathan Fries, Evy Jarrett, Jim Walter, and Dave Miller.

Minutes of January 22, 2015

The minutes of the January 22, 2015 meeting were reviewed.

The following changes were made:

On page 3, last paragraph, line 7 – change to read: “and approved designers create the designs.” Last line – change “the approving...” to “then approve...”. On page 4, paragraph 4 – make a heading for the paragraph to read “Rebecca Fugitt”. On line 1 after “occurred” add “she explained”. On paragraph 7, line 4 – Change “Our goal...” to “The goal of ODH...” Move placement of paragraph 8 to paragraph 4. On page 7, line 2 – end sentence with “them.” On page 8, paragraph 2, line 1, under “Other Items – Advance” – Change “Dr. Sherman” to “Mary Duncan”. There was agreement. Robert Reinbolt made a motion to accept the minutes as amended. Dr. Christopher Sherman seconded the motion. A vote was taken of those present. Motion carried.

Agenda

Dr. Grossman said he would discuss immunizations under his comments. Donald Murray said there is no Environmental Health Issues Committee report. Robert Reinbolt said there is no Personnel Committee report. There was agreement.

Vouchers

Dr. Christopher Sherman said that the Audit/Finance committee met on February 24, 2015. Board members reviewed the February Bill Schedule. The committee found the Bill Schedule to be satisfactory and recommended approval. Robert Reinbolt made a motion to approve the payment of the February vouchers. Mary Duncan seconded the motion. A vote was taken: 11 yeas, 0 nays. Motion carried.

Executive Session

Dr. Woodson said there would be an executive session today to discuss union contracts. The following individuals were asked to stay: Dr. David Grossman, Larry Vasko, Dave Miller, Eric Zgodzinski, Joanne Melamed and Barbara Gunning. Hans Schmalzried made a motion to go into executive session to discuss union contracts. Robert Reinbolt seconded the motion. A roll call vote was taken: 11 yeas, 0 nays. Motion carried. The Board went into executive session at 8:48 a.m. and returned at 9:03 a.m.

(Barbara Sarantou left at approximately 9:04: a.m.)

Robert Reinbolt made a motion for approval of the AFSCME contract. Hans Schmalzried seconded the motion. A roll call vote was taken: 10 yeas, 0 nays, 1 (not available). Motion carried.

Robert Reinbolt made a motion for approval of a 6 percent increase for non-bargaining unit employees for one year across the board. Donald Murray seconded the motion. A roll call vote was taken: 10 yeas, 0 nays, 1(not available). Motion carried.

Old Business

Follow-Up Items

None

Prosecutor's Update

Evy Jarrett reported:

The Roadhouse

This case has been settled through a mutual agreement. A Dismissal Entry is being prepared and the final details are being ironed out.

(Barbara Sarantou returned at approximately 9:09 a.m.)

King Road Landfill

At the next meeting a no-well zone resolution regarding this landfill will be presented. The process requires that affected property owners are contacted.

Matt Heyrman inquired about the tap fees. Ms. Jarrett replied that according to the resolution, the county would waive the tap fee in terms of how it is handled internally. Eric Zgodzinski replied that the only fee that would be required would be for the work from the house to the tap itself.

Eric Zgodzinski explained that the landfill issue has been going on since the mid-1970s; however, testing has been ongoing. Findings revealed that the ground water and some ditches were contaminated and were extended out to the thousand foot mark. We are working on drafting a resolution and hope to bring it before the Board next month. A meeting with the Environmental Health committee will likely be scheduled to address this issue. Hopefully, the resolution will be passed in April. Dr. Sherman asked about the number of people who would be affected by this. Mr. Zgodzinski replied that we are working with the Sanitary Engineer's Office in determining which individuals have wells.

Matt Heyrman inquired about any potential liability action. Evy Jarrett replied that the potential for liability can never be ruled out. Hans Schmalzried noted that water samples were likely taken at some point. If there were any issues for liability, the water samples would be available.

Federally Qualified Health Center (FQHC)

Dr. Grossman reported that the FQHC application was submitted and we are still awaiting a response. If for some reason the Health Department does not secure FQHC status, it will likely secure an FQHC "Look Alike" status.

New Business

Confirmation of New Employees

Larry Vasko reported that that there was only one separation this past month. Angela Webber, Nurse Practitioner, resigned effective February 25, 2015.

Robert Reinbolt made a motion to accept the report. Barbara Sarantou seconded the motion. A vote was taken: 11 yeas, 0 nays. Motion carried.

Environmental Health Issues Committee

No report.

Personnel Committee

No report.

Facility Committee

Perlean Griffin, Co-chairman, was not present today. However, last month she read the Facility Committee meeting minutes dated January 15, 2015, which contained clean-up language. At that time, she requested tabling approval of the minutes until the next Board meeting.

Matt Heyrman made a motion to accept the committee minutes, with corrections, dated January 15, 2015. Robert Reinbolt seconded the motion. A vote was taken: 11 yeas, 0 nays. Motion carried.

Audit/Finance Committee

Dr. Christopher Sherman reported that the committee met on February 25, 2015 and reviewed the following items: January 2015 Financial Status, February Bill Schedule, Purchasing Policy Exceptions, Grant Funded Programs, Contracts, Other Items - Transfers of

Appropriations, 2016 General Fund Preliminary Budget, Towing of Vehicles from HD parking lot, Annual liability insurance renewal, and clinic activity report.

Review – Purchasing Policy Exceptions

Report identifies purchases over \$5,000 and describes applicable exceptions in accordance with the Purchasing Policy. January report captures many annual obligations.

Grant Funded Programs

Total applications in the amount of \$7,358,075 for 2015 fiscal year and during this same time period we were awarded \$6,840,010 in funding. Total applications in the amount of \$1,854,058 for 2016 fiscal year and during this same time period we have been awarded \$600,019 in funding.

We received 1 grant award:

1. Healthy Homes Awareness Month - \$5,000

We have 7 pending grant applications:

1. Local Office of Minority Health - \$42,500 -. It requires an \$8,500 general fund match.
2. Public Health Emergency Preparedness - \$334,308. It requires a \$25,742 general fund match.
3. Medical Reserve Corps Capacity Building Award - \$3,500
4. Partnership to Improve Community Health - \$120,000. It requires an \$18,000 general fund match.
5. Partnership to Improve Community Health - \$77,664. It requires an \$11,650 general fund match.
6. Affordable Care Act New Access Point for an FQHC application - \$650,000.
7. Pathway HUB from Hospital Council of NWO - \$25,000

Contracts

There are 5 contracts for the month of February:

1. Toledo Metropolitan Council of Government (TMCOG) - \$32,400
2. Hospital Council of NWO - \$120,000. It requires an \$18,000 general fund match.
3. YMCA/JCC of Greater Toledo (dba Healthy Lucas County) - \$77,664. It requires an \$11,650 match.
4. Adrial Foster Care & Adoption - \$50 for each health screening
5. Memorandum of Understanding with Lucas County Head Start (Lead) – no economic impact.

Other Items – Transfers of Appropriations

A transfer reallocates funds from one cost object to another. Board of Health Resolution is required to approve Transfers of Appropriations performed in the month of January 2015 in the ordinary course of business. Total transfers is \$115,171.29 consisting of changes in various expense categories.

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of January 2015 in the amount of \$54,346.69, for revenue estimates and expense appropriations. This represents revenue estimate and

appropriation for new dollars for the Sixty Plus Program FY2015, a reduction in CDBG 39th Year, and additional dollars for Safety Net Dental Care.

Donald Murray made a motion to approve both resolutions as read. Robert Reinbolt seconded the motion. A vote was taken: 11 yeas, 0 nays. Motion carried.

Other Items – 2016 General Fund Preliminary Budget

This is a follow up to the Budget Meeting held on February 19, 2015. Mr. Heyrman asked about the true functional carryover balances and their comparisons from 2013 to 2014. The committee reviewed this item. Dr. Sherman deferred this item to Joanne Melamed, when this item will be discussed in detail.

Other Items – Towing of Vehicles, Liability Insurance Renewal, Clinic Activity Report for 2013 and 2014

The staff will no longer be parking in the Health Department parking lot; it will be used by patients. An aggressive effort is being made to keep our lot open to patients and office visitors. Specifically targeted are persons who are going to the courts who improperly park in our patient lot. Towing of illegally parked vehicles is being pursued. This situation will be monitored by administration.

We renewed the Medical Professional & General Liability and Directors & Officers Liability policies. Both policies have same terms and conditions as the expiring policies. The premium cost is \$45,606 for the renewal, last year we paid \$45,643, a small savings of \$37. There is information in the Board packets from Hylant as our insurer.

Clinic activity numbers were provided for 2013 and 2014. This included a breakdown per services such as STD, Family Practice clinic and Pediatric & Prenatal clinic at the downtown location, and the Western Lucas County Clinic. The numbers represent patient encounters. Also, an average cost per patient was presented for each year. This material will be presented and discussed in greater detail with the Clinic Ad Hoc Committee. Robert Reinbolt will convene the meeting.

Dr. Grossman commented on the TMACOG contract, which relates to our O&M program. It will provide extra money that we did not have to take out of our general fund and this program will allow for Household Sewage Treatment inspections to help determine the proper/improper operation of those systems.

Dr. Grossman also commented on the Hylant group. No major problems were noted during the past year regarding insurance claims. The Health Department saved a small amount of money and is trying to keep its budget within constraints.

Barbara Conover made a motion to approve the report. Donald Murray seconded the motion. A vote was taken: 11 yeas, 0 nays. Motion carried.

Contracts

There were no additional contracts.

DIVISION REPORTS

Community and Environmental Health Services

Erie Zgodzinski reported: He said everyone will see an enactment of new and updated programs this year. They include the Radon Program, Private Water Program, O&M Program, Food Program, Workforce Development, Mold, Bed Bugs, etc. Today, there will be a presentation on Bed Bugs and next month there will be a presentation on Ticks. Mr. Zgodzinski noted that bed bugs do not cause infectious disease, although they may cause secondary bacterial infections.

Craig Krajewski and Jim Moriarty presented on the topic of ticks. They covered items such as definition, feeding habits, location, treatment, eradication, etc. Eric Zgodzinski noted that dogs are used to detect the presence of bed bugs. A video was shown regarding bed bug dog certification. Dr. Grossman announced that Eric Zgodzinski is working toward securing a dog for the Health Department to help sniff out the bed bug problem in Lucas County. Mr. Zgodzinski said he is looking at maybe developing a pamphlet or providing education on this topic as a preventive measure.

Health Services

Barbara Gunning reported:

Naloxone Training

Today Jerry Kerr is at the Sylvania Township Police Department doing a Naloxone train the trainer presentation. If any first responders are interested in this training, Jerry Kerr is available.

Healthy U and Matter of Balance

This is a fall prevention program, consisting of a 4-week series. Four staff members received training.

Hearing and Vision Screenings

Three of our employees have been completing hearing and vision screenings for the Early Head Start program.

School Nursing

Staff attended kindergarten information meetings with the schools. Also, Cindy McLeod has been working on a special Immunization project to get all immunizations into a computerized format.

Mobile Vision

The Mobile Vision Team continues to make a huge impact on students. Data revealed that about 66% of students screened required glasses.

Opiate Survey

An opiate survey was made available to Lucas County residents. This survey will help us define the community's perception of the problem and prioritize our next steps. So far, we received 2,000 back.

Surgeon General

On February 12, Celeste Smith and Barb Gunning met with the U. S. Surgeon General, Dr. Murthy, to discuss Infant Mortality Health Disparities, Opiate Epidemic and access to care.

Breastfeeding Support

Our Breastfeeding Support program was highlighted in the TOLEDO BLADE on February 23 with a wonderful story on our employee pump area.

Nursing Credentialing

Kathy Holmes received Certification through American Nurses Credentialing of Nursing Case Management.

Children's Health Insurance Program

On February 16, Barbara Gunning attended Senator Sherrod Brown's press conference. The topic dealt with extending funding for Children's Health Insurance Program (CHIP). In Toledo, more than 6,000 children are enrolled.

Medical Records Move

Clark Allen and Jodi Sheaves have completed the medical record move. All boxes were transferred to an off-site facility.

Administrative Services

Joanne Melamed reported:

We are working with the Sheriff's Offices and the Police Departments in Lucas County regarding providing them with Naxolene. The Health Department purchases medications for them at a very low cost and then is reimbursed.

There was an inquiry about Toledo's participation. Barbara Gunning said she would check on this item. It was noted that both the Sheriff's Department and EMS folks had attended the recent Opiate conference.

Dr. Grossman explained the protocol regarding the administration of Naxolene.

Barbara Gunning said maybe next month her report would cover the opiate epidemic. She noted that at the last Child Fatality Review (CFR) meeting it was reported that a young child had died regarding an overdose.

2016 General Fund Preliminary Budget

Board members were presented with the 2015 preliminary Budget. Joanne Melamed thanked the seven Board members who attended the Budget Hearing last Thursday. Also in attendance was Neal Mahoney, a Sylvania Township trustee. It was noted that he was very complimentary after hearing of the many things the Health Department does. He said he was glad he was there at the hearing.

The 2016 Budget should be passed today, as the budget must be passed by the first day of April immediately preceding the next fiscal year. The 2016 budget is a preliminary document and is based on our knowledge today. Much of this involves grant funding, which could be

anywhere from 40% to 50% of our total budget. The budget will then be finalized and passed as our operating budget later in the year. This year the general fund budget will again remain “flat”. The total budget amount is \$9,888,876.

Joanne Melamed conducted an overview of the 7-page document/summary that she prepared. Some of the highlights included Advances, Grants (Cost Reimbursement), Emergency Health Fund, Sources of Revenue, etc. She also explained a 1-page report titled “Grant Awards from 2008-2014 as a Percentage of Total Budgeted Expenses and Comparison of 2013 and 2014 Carryover Balances in the General Fund” in detail. Joanne noted that the Health Department has acquired new obligations, including a health insurance increase of 15%.

Motion – 2016 General Fund Preliminary Budget

Robert Reinbolt made a motion to approve the 2016 General Fund Preliminary Budget. Donald Murray seconded the motion. A vote was taken: 11 yeas, 0 nays. Motion carried.

Dr. Donna Woodson also thanked the Board members who had attended the Budget Hearing last Thursday. She commented that it was nice to see Mr. Mahoney from the community attend the hearing.

Donald Murray noted that Mr. Mahoney had made a suggestion regarding our emergency fund. Perhaps an insurance company would provide a second level of coverage of about \$2,000,000 to us versus \$1,000,000. The reason is that we would need a certain amount of money for cash on hand to pay the people who deliver services, as the state and federal government do not issue reimbursements right away.

Joanne Melamed volunteered to check with the County Risk Management Department on this issue.

Robert Reinbolt asked if the General Fund Budget Hearing minutes could be sent to members of the DAC. Dr. Grossman said yes.

Motion – General Fund Budget Hearing Minutes

Robert Reinbolt made a motion to approve the minutes of the General Fund Budget Hearing on February 19, 2015. Donald Murray seconded the motion. A vote was taken: 11 yeas, 0 nays. Motion carried.

Other Items

Dr. Donna Woodson requested that Board members review the “Committee List” that was in their packets. She urged them to indicate their interest on serving on specific committees and to submit any adjustments to Mary Frank.

Health Commissioner’s Comments

Dr. David Grossman commented: He invited everyone to the Annual Spring Forum on Friday, April 10, 2015 at St. Luke’s Hospital. This forum is sponsored by our Environmental Health Unit and covers a variety of topics, such as, meth labs. Jennifer Gottschalk is working on the agenda items.

Recently, The BLADE published an article regarding immunization data, which presented our area in a negative way. The data came from the Ohio Department of Health. Dr. Grossman explained that the data was generated by only new students coming into a school district that were or were not vaccinated. It was not a reflection of all students already enrolled in the district. Additionally, students were considered not vaccinated if they did not have proof of their current vaccination status at the time of enrollment. Conversations were held with ODH; and it was recognized that these figures do not reflect our true local immunization rates.

It was noted that some of the schools do not maintain an inventory of children's immunization records. We would like to make a big push to change this policy. Barbara Gunning noted that there is a state registry; however, it is not mandated. This is another issue to pursue.

Dr. Woodson inquired about the re-evaluation of our waiver system. Dr. Grossman said that currently Lucas County has the highest medical waivers in the state, with our number being over 5%.

Dr. Grossman announced that we plan to hire another physician soon. One physician has resigned.

Jeff Michael and Peggy Michael have been writing letters to the Health Commissioner. These letters are very accusatory. Some of the issues and concerns will likely be brought up at the DAC meeting next month. A main concern is the new Sewage Rules, which were recently passed. The Health Department is doing the right thing in this regard. We have received much support. Board members were unanimous that the Health Commissioner need not respond to these letters.

Public Health in the News

Dr. Donna Woodson reported as follows: There have been many health alerts in the news recently. Attempts are being made to get students interested in the immunization situation.

Dr. Woodson reminded everyone about the next District Advisory Council meeting, which is scheduled on Wednesday, March 11, 2015 at 7:00 P.M. It will be held at the Springfield Township Administration Building, 7617 Angola Road, Holland, Ohio. She noted that Dr. Christopher Sherman's term is up for renewal this year. She urged all Board members to attend.

Adjournment

With there being no further business, Donald Murray made a motion to adjourn the meeting. Reynald Debroas seconded the motion. The motion passed unanimously. The meeting adjourned at 10:58 A.M.

Signed:

**Dr. Donna A. Woodson, President
Lucas County Regional Health District**

Attested By:

**David Grossman, M.D.
Secretary to the Board**