

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

March 22, 2012 – 8:30 A.M.

Roll Call

A roll call was taken of Board members for attendance.

Present: Darlene Chaplin, Reynald Debroas, Matthew Heyrman, Donald Murray, A. Debra Nicotra, Robert Reinbolt, Barbara Sarantou, Dr. Christopher Sherman, and Dr. Donna Woodson

Absent: Barbara Conover, Mary Gregory (both excused)

Guests: Vaughn Jackson, Union Steward AFSCME Local 7; Adrienne Reyes, Sarah Barker, and Travis Wallace, All Student, Northwest Ohio Consortium for Public Health, Bowling Green State University/University of Toledo

BLADE REPORTER: Julie McKinnon

Staff: Mary Frank, Dr. David Grossman, Barbara Gunning, Joanne Melamed, Dave Miller, Larry Vasko and Eric Zgodzinski

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

Introduction of Guests

Larry Vasko introduced Adrienne Reyes, Sarah Barker and Travis Wallace, MPH students; Vaughn Jackson and Julie McKinnon.

Minutes of February 23, 2012

The minutes of the February 23, 2012 meeting were reviewed. On page 1, under Introduction of Guests, line 7, omit the word "Intern" and change the word "clusters" to "posters". On page 9, last item, line 1, change "Robert Reinbolt" to "Darlene Chaplin". Robert Reinbolt made a motion to approve the minutes as corrected. Darlene Chaplin seconded the motion. A vote was taken of those present. Motion carried. There was an amendment to the minutes. On page 6, under Health Services, change the word "Cheating" to "Creating". Dr. Christopher Sherman made a motion to approve the amendment to the minutes. Matt Heyrman seconded the motion. A vote was taken of those present. Motion carried.

Agenda

Dr. Donna Woodson noted that there will be an executive session to discuss ongoing ONA negotiations.

Vouchers

Dr. Christopher Sherman said that the Audit/Finance Committee reviewed the March vouchers and found them to be acceptable. Robert Reinbolt and Donald Murray also attended the meeting. There were no additions to the bill schedule.

Matt Heyrman made a motion to approve payment of the March vouchers. Donald Murray seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Old Business

Accreditation Process Update

Eric Zgodzinski provided an update on the application process for accreditation. The Public Health Accreditation Board (PHAB) material, which is also part of the Ohio Department of Health (ODH) standards, is currently under the review/revision process. Also, because of the work, need and process with Continuous Quality Improvement (CQI), the health department has applied for two grants (\$5,000.00 and \$10,000.00). The monies for the \$10,000.00 grant will be used as seed money to conduct CQI. This team is up and running. Training took place yesterday as part of a kickoff for this grant and involved the selection of specific projects. The team will also address the issue of inventory.

The \$5,000.00 grant will involve foodborne illness issues and a review of current procedures. The goal is to improve efficiency in these areas. Mr. Zgodzinski noted that he would request to reconvene the committee and involve Board members.

501c(3) Update

Eric Zgodzinski said that the paperwork regarding the 501c(3) application has been submitted to John Borell, Lucas County Prosecutor's Office, for review. After clearance it will be forwarded to the federal government for processing. Two 501c(3) grants were already available last month; however, we were not ready to apply for them.

Poison Control Update

Dr. David Grossman reported that a site visit with representatives from the Cleveland Poison Control Center [that serves Lucas County] took place on March 9, 2012. Those in attendance were Larry Vasko, Barbara Gunning and himself. Funding initiatives were discussed. Apparently, other Poison Control Centers in the State have also received funding reductions. The Cleveland Poison Control Center has decided to approach individual hospitals regarding fair contributions. They did indicate that the \$20,000.00 contribution was helpful. Dr. Grossman noted that their agency is doing a good job as a poison control resource agency, providing an essential service to Lucas County.

New Business

Confirmation of Employees

Larry Vasko reported there were no newly hired employees this past month. There were two separations. Carol Schnapp, Public Health Nurse (WLCC), had a disability retirement effective March 10, 2012. Kathy Nave, Laboratory Technician, resigned effective March 13, 2012.

The Laboratory Technician position is currently and temporarily being filled by Judy Stuart, a former employee and current contract employee, through Cardinal Staffing Services. The position is also being advertised.

Robert Reinbolt made a motion to approve the report. Donald Murray seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Environmental Health Issues Committee

Donald Murray said that the committee did not meet this month.

Executive Session

Donald Murray made a motion that the Board go into executive session to discuss Ohio Nurses Association (ONA) union negotiations. Reynald Debroas seconded the motion. A roll call vote was conducted. The Board went into executive session at 8:55 a.m. The Board requested the presence of Larry Vasko, Dave Miller, Joanne Melamed and Barbara Gunning. There was agreement. The Board later returned to regular session at approximately 9:50 a.m.

Audit/ Finance Committee

Dr. Christopher Sherman reported that the committee met on March 20, 2012. Robert Reinbolt and Donald Murray were also in attendance. The committee reviewed the following items: February 2012 Financial Status, March Bill Schedule, Grant Funded Programs, Contracts, Other items (Transfers of Appropriations) and 2013 General Fund Budget.

February Financial Status

Figures were provided for both the revenue and expenditures of the Health Department. The "Consolidated Financial Report" was reviewed and is attached.

Grant Funded Programs

Total applications in the amount of \$7,871,828.00 for 2011-2012 fiscal years, and during this same time period we were awarded \$4,938,397.00. Total applications in the amount of \$3,190,169.00 for 2012-2013 fiscal years, and during this time period we have received \$322,206.00 in funding. We were awarded \$5,000.00 for the Medical Reserve Corps Grant.

We did not receive the Ohio Healthy Homes and Lead Poisoning Prevention Regional Support Grant - \$30,000.00. Administration has received feedback from the awarder of the grant including improvements/suggestions on future grant submissions.

Two grants were submitted—Continuation Quality Improvement Grant - \$10,000.00 and Community of Practice for Public Health Improvement (COPPHI) Grant - \$5,000.00. Notices of Award were received for both grants. We also submitted two additional grants: CDBG-38th Year (HUD) – Rodent Control Program - \$112,271.00 and CDBG-39th Year (HUD) – Rodent Control Program - \$112,271.00. They are both continuation grants from the City of Toledo Department of Neighborhoods.

There is one application opportunity—Child and Family Health Services Program, SFY - \$420,178.00, a continuation grant.

Contracts

A total of 5 contracts were presented: Hospital Council of Northwest Ohio (\$21,000.00); Lucas County Commissioners (Tuberculosis Control Unit - \$40,000.00); Toledo Hospital (\$68,640.00); Workplace Resources (\$3,307.08); and National Network of Public Health Institutes (\$5,000.00).

Other Items - Transfers of Appropriations

A Board of Health Resolution is required to approve Transfers of Appropriations performed in the month of February 2012 in the ordinary course of business. Total of transfer was for \$112,652.85 consisting of Contract Service, Mileage, Telecommunications, and Liability Insurance.

Three items were presented for discussion and action:

#1) Transfer of appropriation for \$112,652.85, which reallocates funds from one cost line item to another.

#2) Transfer of appropriation for approval of the general fund budget for 2013. The total budget expenditures and sources of revenue are \$6,738,726.00. After approval this is the actual number that will be taken to the District Advisory Council meeting this Wednesday for discussion, and following that it will be taken to the Budget Commission for approval. This amount represents a "flat" budget for 2013, the same budget amount as 2012.

#3) Transfer of appropriation for the Board to adopt approval for all governmental transfers to be made as "Then and Now" transactions. The reason for this is due to the fact that often times we have small sums of money that need to be returned to the grantor, or we have a deadline that must be met. There is very little opportunity for fraudulent behavior when transferring money from one governmental agency to another. And the Board of Health will still be hearing about these on a monthly basis. They will appear on the bill schedule, as discussed at the Audit/Finance Committee meeting. It allows administration to make prompt payments to avoid jeopardizing future grants.

Dr. Sherman asked for any comments. There were none.

Motions

Donald Murray made a motion that the Board approve a "flat" tax supported general fund/budget request for 2013 in the amount of \$6,738,627.00. Robert Reinbolt seconded the motion. A roll call vote was taken: Voting 9 yeas, 0 nays. Motion carried.

A. Debra Nicotra made a motion that the Board approve that all future intra-governmental transfers be paid as "Then and Now" transactions. Donald Murray seconded the motion. A roll call vote was taken. Voting: 9 yeas, 0 nays. Motion carried.

Donald Murray made a motion that the Board approve transfer of appropriations for \$112,652.85, which reallocates funds from one cost line item to another in our current

budget. Robert Reinbolt seconded the motion. A roll call vote was taken: Voting: 9 yeas, 0 nays. Motion carried.

Robert Reinbolt made a motion that the Board approve the committee report. Donald Murray seconded the motion. Voting: 9 yeas, 0 nays. Motion carried.

Facility Committee

A. Debra Nicotra reported that the committee did not meet this month. There was no report.

Contracts

Dr. David Grossman noted there were no additional contracts.

Division Reports

Administrative Services

Joanne Melamed reported as follows. Health Services and Billing Departments completed a second time study for Medicaid Administrative Claiming (MAC). It was very successful. On Saturday, March 10, the Clerk of Courts Office along with the health department hosted an annual "Passport Day in the USA" event. Our role was to advise clients on how to obtain a birth certificate. This event was also very successful and we hope to participate in this joint venture again.

Our audit process began this past week, and we met with Robert Bobeck, CPA, and his audit team from Gilmore, Jasion & Mahler, LTD (GJM). GJM will conduct an examination of the health department's financial records, financial statements, federal award transactions and expenditures, the general management of the operations, and internal control systems. Their field work begins on April 16 and the audit is to be completed by mid-June, 2012. It was noted that this would be the second term of using GJM as our auditor. Next, there will be a five-year break and we will be accepting bids for our auditing services as required.

Community and Environmental Health Services

Eric Zgodzinski reported as follows: Stacy DeBruyne, Public Information Officer, recently met with representatives from the Centers for Disease Control (CDC) about social marketing, social media, Advanced Practice Center, risk communication guides, and other items. It seems that perhaps our health department is ahead of CDC regarding social media and current activities. We are also ahead in the Points of Dispensing (POD) issues and our POD program. CDC has a desire to team up with our health department on some of these issues, including Anthrax. We will participate in a conference call tomorrow for information sharing, CQI and other matters. Ms. DeBruyne was noted for her role in this endeavor.

Dr. Donna Woodson suggested informing the community about the PIO's involvement and our partnership with CDC. She suggested highlighting these types of issues via our health department newsletter.

Mr. Zgodzinski also reported that another opportunity presented itself while attending a University of Toledo talk about Harmful Algal Blooms. Our health department will partner with Erie County Health Department regarding sampling and other related matters. After that event there was a press conference on the same topic with the Secretary of Agriculture in

Michigan. Marcy Kaptur and Sherrod Brown, and Representatives/Senators from the State of Michigan also attended. Mr. Zgodzinski noted that he conveyed to Congresswoman Kaptur the Board's support for her on the issue of Harmful Algal Blooms. It was well received.

Question: What tactics of remediation activities have been developed to deal with this issue?

Mr. Zgodzinski replied that a similar issue had occurred in the 60's and 70's involving the removal of phosphorous from laundry detergents. Now the issue has returned with the phosphorous from fertilizer and sewage [nutrients in the sewage] from homes going into our waterways. Consequently, various issues are being reviewed such as permits, drain tiles, discharges, wetlands, innovative ways to eliminate phosphorous, etc., but there will be an associated cost. It was noted that farmers are very receptive to addressing some of these items.

The environmental committee will likely become involved in some of the issues, including the One Ten (named after a previous SB/HB 110) program, involving our semi-public sewage system. Other related issues that will be addressed are operation of maintenance program, household sewage systems, dye tests, "pink slip" program, etc. We need an action plan to start looking at some of these items. In the next couple of months we will start working on these issues.

Questions were raised about cost and testing. Mr. Zgodzinski replied that a full cost analysis has yet to be done. The cost testing would be offset by savings at the point of sale, which helps buyers determine if systems are failing or not.

Matt Heyrman asked if more inspectors would be hired. Mr. Zgodzinski said yes. Cuyahoga County began a similar pilot program. Our department wants to make sure these types of things are not impacting our local environment. Future plans involve the charging of a maintenance operation fee.

Question: When failure systems occur, what enforcement action would be used?

Mr. Zgodzinski said that further discussions are necessary. Data collection, stream sampling, educational component and other items are needed before a decision is made. Residents would need to decide whether to upgrade or replace their system. The plan would extend between two to five years. We will work with residents, realizing they would need some flexibility to fix certain items.

Health Services

Barbara Gunning provided a powerpoint presentation covering the following items: Minority Health Month, Child Fatality Review, HIV Prevention, Creating Healthy Communities.

Minority Health Month

April is Minority Health Month and a kickoff is scheduled for Saturday, March 31st at the Erie Street Market. This year the location was changed targeting families in the communities. There will be healthy food samplings, health screenings, exercise demonstrations and more, at this event.

Child Fatality Review (CFR)

In 2010, 66 children died in Lucas County, 18 of the deaths were due to either injuries or accidents. A summary listing the most common deaths for period 2004 through 2010 was provided. The goal of the CFR Committee is to make recommendations to improve injury/death rates.

HIV Prevention

The health department's HIV prevention staff will observe Minority Health Month by HIV testing at various locations throughout the city.

Creating Healthy Communities

The health department will partner with the Food for Thought food pantry on building a community garden cooperative. The food pantry is located at 3540 Seaman Road in Oregon, Ohio. They serve many people from one of our target zip codes, 43605.

Health Commissioner's Comments

Dr. David Grossman commented that earlier this month "Contact Advisory Signs" were removed along the Ottawa River. Years of work by multiple individuals and groups through remediation, education and many hours of study have allowed the river to once again be a public asset and not a potential liability. Dr. Grossman, Scott Nally, Director of the Environmental Protection Agency, and others attended the event.

Union negotiations are ongoing with the Ohio Nurses Association. An update will be provided later.

The annual District Advisory Council meeting is scheduled for Wednesday, March 28, 2012. All Board members are invited to attend. At the last Audit/Finance Committee meeting when the issue came up about passage of the 2013 budget, everyone agreed that the procedure would be followed according to the Ohio Revised Code. The health department need not attend the DAC meeting regarding passage of the budget; however, the DAC may review the budget and submit its recommendations to the health department.

The Ohio General Assembly mandated the Child Fatality Review program to all local health departments several years ago. It is an unfunded mandate. Our Cribs for Kids program evolved from this project, which helps in the prevention of SIDS. It was noted that there were no SIDS deaths reported for the last two years. This is a good program.

Dr. Grossman said that he plans to attend the annual Ned Baker Lecture in Public Health on Thursday, March 29, in Bowling Green, Ohio. This year the topic is: "Telling the Public Health Story: How to Affect Policy, Engage Elected Officials and Inspire Citizens". Board members were invited to attend.

On February 27, Dr. Grossman and Larry Vasko met with Mayor Lori A. Brodie of Waterville. City Council voted and passed the merger agreement. Mayor Brodie appointed Mary Duncan to the Board of Health representing the City of Waterville. It is expected that Ms. Duncan will be sworn in and attend the Board meeting next month.

Public Health in the News

Dr. Donna Woodson reported on public health in the news. There was a recent BLADE article titled, "No Payola for Restaurant Reviewers". It talked about restaurant reviews and the health quality of food. The article mentioned that the health department plans to list all restaurant reviews on line sometime this year.

There was also an article about CareNet and the fact that this program helped to decrease CareNet members' visits to ERs by approximately 25 percent. This is a substantial cost savings to our community. The article mentioned that that this a clear indication that the program's goal of providing basic preventive health care to uninsured residents is working. It was noted that the health department, as well as the major hospital system in Lucas County, participates in CareNet. A recent article also reported that the Lucas County Housing Authority is hoping to make all subsidized public housing smoke free. Stu Kerr is an advocate working with owners of multi-units to do the same.

Other Items

Matt Heyrman inquired about sending Board packets by email. It was agreed that Board members would indicate their preference. Mr. Heyrman reported about concept/plans to work with food organizations on recycling. He noted that other cities like Chicago and Seattle have similar programs that are successful.

Donald Murray invited everyone to a Sky Warn training event on Saturday, March 31, at 10:00 a.m. at St. Luke's Hospital.

Dr. Donna Woodson reminded Board members about the District Advisory Council meeting scheduled for Wednesday, March 28, 2012 at 7:00 p.m. at Springfield Township Administration Building, 7617 Angola Road, Holland, Ohio.

Next Meeting

The next meeting will be held on Thursday, April 26, 2012 at 8:30 a.m. at the Health Building, Department Operations Center (DOC) #254, 635 N. Erie Street, Toledo, Ohio.

Adjournment

Donald Murray made a motion to adjourn the meeting. Robert Reinbolt seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 10:50 a.m.

Signed:

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

Attested By:

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