

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

April 25, 2013 – 8:30 A.M.

Roll Call

A roll call was taken of Board members for attendance.

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

Absent: Mary Duncan, Perlean Griffin (both excused)

Guests: Dena Nowakowski, Union Steward, AFSCME Local 7; Cathy Noble, ONA Representative; Kevin Pituch, Assistant Prosecutor; Dr. Sravanthi Tripuraneni, Third Year Family Practice Resident, Flower Hospital; and April Snelling, new employee.

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

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

Introduction of Guests

Larry Vasko introduced Dena Nowakowski, Cathy Noble, Kevin Pituch, April Snelling, and Dr. Tripuraneni. Dr. Tripuraneni commented on her background.

Minutes of March 28, 2013

The minutes of the March 28, 2013 meeting were reviewed. On page 8, under Health Commissioner's Comments, paragraph two, add "Dr. Grossman reported that he has been working..." There was agreement. Robert Reinbolt made a motion to approve the minutes as amended. Matt Heyrman seconded the motion. A vote was taken of those present. Motion carried.

Agenda

A report about the Legislative Breakfast held on April 19, 2013 will be provided under the Health Commissioner's Comments. There was agreement.

Vouchers

Dr. Christopher Sherman reported that the Audit/Finance Committee had a hectic month. The vouchers were emailed to committee members and were reviewed. The committee also met this morning prior to the Board meeting. Matt Heyrman inquired about the Babies R Us vendor. Joanne Melamed explained that this is a part of the breastfeeding worksite initiative and that the glider and ottoman were paid for by the Creating Healthy Communities. The committee recommended approval.

Robert Reinbolt made a motion to approve the payment of the April vouchers. Donald Murray seconded the motion. A vote was taken: 11 yeas, 0 nays. Motion carried.

Strategic Planning/Accreditation Update

Eric Zgodzinski reported that the committee continues to work on this project. This is a long process; however, it will result in a workable plan. The committee participated in a pilot Public Health Accreditation Board (PHAB) Survey in order to engage the process. There was 100% participation from committee members. The survey consisted of questions regarding: Use of PHAB, 12 Domains, Facilitator, Small Group Setting, Stakeholders, Issues/Concerns, and other items. The committee noted some of these issues and will consider them further for strategic planning. Mr. Zgodzinski reported that Survey Monkey was used to conduct the survey.

Ad-Hoc Committee – Western Lucas County Clinic (WLCC)

Robert Reinbolt said that the committee reviewed statistics for January and February. It will review and monitor statistics for March and April at a later date.

Clean Indoor Air Program Update

Eric Zgodzinski said that a listing of all business establishments with outstanding smoking violation fines was provided per last month's request. There is about \$200,000 in fines, as discussed at the last Board meeting. He (Eric) spoke with Jerry Dendinger, Toledo City Council, regarding liquor license renewals and transfers. Mr. Dendinger suggested that if the health department has issues with certain business establishments to send him an email with an explanation of the problem. However, this new procedure would not be effective until 2014. Mr. Zgodzinski noted that currently business establishments are denied a liquor license and/or renewal when there is non-payment of the Food Service License.

Mr. Reinbolt asked if there was a process in place where certain licenses could be tied into the denial of other licenses. Dr. Grossman explained that one of the liquor license laws potentially allow the holding up of a liquor license if a person has a misdemeanor offense on file. The only situation where the health department may withhold a food service license is for non-payment of the food service license fee.

Hans Schmalzried noted that several establishments according to the list were located in North Toledo. If these business owners receive a \$60,000 fine and pay the fine, they would likely go bankrupt. Dr. Grossman stated that the health department would be willing to work with business owners regarding a reduced fee. However, the provision would include an agreement to stop smoking at their place of business.

Larry Vasko suggested compiling a list, of offenders with an explanation for denial of license immediately, even though the list would not be submitted to City Council until December. There was agreement.

Larry Vasko reported that the Attorney General's Office was currently focusing on two main local offenders.

Mr. Reinbolt asked if there has been recent communication with that office regarding movement/progress in collecting fines. Mr. Vasko replied that this item could be pursued.

Dr. Woodson suggested writing a letter to the Attorney General's Office from the Board regarding recent activity on these two main offenders. There was agreement.

Donald Murray also suggested sending a letter to particular governmental entities where there are offenders, stating our concerns regarding smoking violations, outstanding fines and other related matters. They might express their position on these matters to the Board of Health. It would also be on file. Dr. Grossman said it would not hurt to have communication regarding a violation of this law, as well as our stance regarding opposition of a liquor license.

(Dr. Christopher Sherman left at approximately 8:55 a.m.)

New Business

Confirmation of New/Separated Employees

Larry Vasko reported that there was one newly hired employee and no separations this past month. April Snelling was hired as Supervisor of Outreach Services on April 22, 2013 at a rate of 21.63 per hour. Ms. Snelling filled the Rebecca Anderson's position. Ms. Anderson filled Patricia Chatman's vacancy. Ms. Snelling provided background information about her previous work experience. A. Debra Nicotra made a motion to approve the report. Barbara Conover seconded the motion. A vote was taken. Voting: 10 yeas, 0 nays. Motion carried.

Environmental Health Issues Committee

Donald Murray said there is no report.

Personnel Committee

Robert Reinbolt said there is no report.

(Dr. Sherman rejoined the meeting at approximately 9:00 a.m.)

Audit/Finance Committee Report

Dr. Christopher Sherman reported that the Audit/Finance Committee attempted to meet this past week but ended up communicating electronically. The committee met briefly this morning. The following items were covered: March 2013 Financial Status, April Bill Schedule, Grant Funded Programs, Contracts, Transfers of Appropriations, and Request for Changes in Health Services Fees.

March Financial Status

The "Consolidated Financial Report" was reviewed and is attached.

Grant Funded Programs

Total submitted applications in the amount of \$10,737,571 for 2012-2013 fiscal years, and during this same time period we were awarded \$6,730,226 in funding. Total applications in the amount of \$1,413,208 for 2013-2014 fiscal years, and during this same time period we were awarded \$130,590 in funding. Other applications are in pending status.

We received notice of award for Rodent Nuisance Control 39th Year for \$78,590, original application was for \$112,271. The City of Toledo funds this program from the CDBG

Community Development Block Grant. With the reduction of federal funds, the program in turn is reduced. The health department will perform only baiting and trapping for demolition properties. Unfortunately, it will no longer accept public complaints regarding rat nuisances. We also received a notice of award for the Local Office of Minority Health for \$60,000.

Dr. Woodson asked if we could provide a limited message to the general public regarding rat nuisance complaints. Dr. Grossman explained that our duties would be limited. Our staff in that division would consist of one full-time and one 16-hour position, resulting in a 24-hour cut per week from the current 80 hours spent in the program. Our goal is to educate folks by providing information on rat eradication efforts, but our program will now be limited. Our primary duty will be working on rat abatement at demolition sites under the CDBG Program. Dr. Grossman noted that the health department does not bait private property. It will continue to bait sewers, public right of ways and other areas; however, that will be limited and hit hard by the 24-hour reduction.

Dr. Grossman announced that he plans to testify at a Toledo City Council meeting on May 2 regarding the cut to our CDBG funding. Mr. Reinbolt suggested contacting our City Council representative (Adam Martinez) regarding support.

Eric Zgodzinski said that the general public could utilize our brochures regarding rat eradication, as well as information posted on our website.

Grant Applications

Dr. Sherman reported that we have 5 pending grant applications:

1. Child and Family Health Services - \$420,178
2. Public Health Emergency Preparedness (PHEP) - \$345,804
3. Personal Responsibility Education Program (PREP) - \$175,000
4. Coastal Resource Management - \$27,641
5. ProMedica Health System - \$85,314

Contracts

There are 6 contracts in the months of March/April:

1. Dale Raczkowski - \$5,000
2. Memorandum of Understanding (MOU) with Tuscarawas County General Health District – Vaccines for Children – No economic impact.
3. University of Toledo, College of Pharmacy – No economic impact.
4. Hospital Council of Northwest Ohio – Lucas County Initiatives – Revenue contract.
5. Tenable Protective Services, Inc. - \$35,540
6. Commission on Minority Health - \$60,000

Transfers of Appropriations

Dr. Christopher Sherman read two Resolutions/Transfers of Appropriations verbatim.

Donald Murray made a motion to accept and approve:

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 March 2013 in

the ordinary course of business. Total of transfers was for \$7,860, consisting of charges in various expense categories.

A. Debra Nicotra seconded the motion. A vote was taken: Voting 11 yeas, 0 nays. Motion carried.

Donald Murray made a motion to accept and approve:

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of March 2013 in the amount of \$14,401.05 for revenue estimates and expense appropriations. This represents establishing budget for Tobacco Prevention Program, addition to the Refugee Health Screening Program, and reduction in funding for Sixty Plus Program.

Matt Heyrman seconded the motion. A vote was taken: 11 yeas, 0 nays. Motion carried.

Request for Changes in Health Services Fees

Barbara Gunning would like to request changes in Health Service fees. These changes are based on the recommendations to increase number of patients we see in the clinics. A Request for Changes in Health Services Report was provided. If the Board agrees with these changes, this item will be tracked to see what effect this would have regarding lowering the barriers to access our services. Barbara Gunning provided the justification and explained the proposal which consisted of:

1. The fee for a new patient would remain at \$20.
2. The fee for an established patient's visit will be reduced to \$10 (from \$20).
3. The fee for a "rapid return visit" will be at no cost to the patient (from \$20).

Dr. Woodson asked if we could identify the major reasons why patients are not utilizing our clinics. Dr. Grossman said that this would not be known until the changes are actually put in place. A marketing program was discussed. There could be communication about the proposal through word of mouth, Facebook, Twitter, etc. Barbara Gunning noted that several things are already in place, i.e. a flyer, bulletin board, websites, etc. Also, a written survey is being conducted as well as discussions with our clients and providers. Our patients continue to report that the \$20 fee is a hindrance to them.

Robert Reinbolt suggested the submission of stories in local area newspapers promoting the changes in Health Services fees. Barbara Gunning noted that one of our physicians had written and submitted our first story to a local newspaper.

Barbara Gunning will report on this item next month including efforts on a marketing program (getting the word out) regarding changes in the Health Services fees.

Barbara Sarantou suggested the use of various partners in getting the word out. This could include teachers, school nurses, students, parents, etc.

Motion

Donald Murray made a motion to accept the Audit/Finance Committee Report including the Change of Fee Schedule at all clinics for co-pays. Matt Heyrman seconded the motion. A vote was taken: 11 yeas, 0 nays. Motion carried.

Contracts

Dr. David Grossman said that there were no additional contracts.

Division Reports

Community and Environmental Health Services

Eric Zgodzinski provided information on the H7N9 flu. To date there have been 100 cases with 22 deaths reported in China. It appears that this particular strain is more of a true avian strain. The method of transmission has not yet been identified. New information was provided that an individual had traveled to China for a couple of days and contracted this particular virus. He then returned to Taiwan. This is definitely a concern. Mr. Zgodzinski said that the health department continues to work on the planning phase in anticipation of a potential threat from this virus.

Also, we are starting to get our MPH and undergraduate students for the summer. The health department serves as a teaching facility. The students will now be required to write a research paper based on their health department experience. This will demonstrate a true public health research product potentially leading towards publication. This will also showcase health department activities. One of these projects will include working with Dr. Donna Woodson. This will involve medical students, stakeholders, individuals from other counties, etc. A second student will be working with the PHAB project.

Another project involves a new Water Quality Program for \$100,000 from the Engineer's Office. It will involve water quality issues, septic system failure rates, documentation, data collection, etc.

Health Services

Barbara Gunning reported on the following items: Personal Responsibility Education Program, Minority Health, Minority Health Summit, Healthy U, HIV Testing, Creating Healthy Communities, Continued Education, Building Upgrades, Outreach Services and Medication Take Back Day/Mercury Thermometer Drop Off and Exchange.

Personal Responsibility Education Program

Mary Jay, Disease Intervention Specialist, presented our health department plan titled, "Human Trafficking 101: The Courts and Child Welfare" on April 9. She is being recognized throughout the nation regarding her involvement with human trafficking.

Minority Health

Dennis Hicks and Barbara Gunning attended the Minority Health Expo in Columbus on March 28. Dennis Hicks attended a City Council meeting on April 16 where the Minority Health Month Resolution was approved.

Minority Health Summit

This Summit will be held this Saturday, April 27, 2013 at Toledo Hospital Auditorium. The keynote speaker will be Dr. Hiram Fitzgerald, who will speak on sustainability.

Letter

We received a very nice letter from a faculty member from the University of Toledo, College of Nursing. She wanted to thank us and our staff for all of our great work that we do with the College of Nursing.

Healthy U

We had 3 employees who were retrained in Healthy U (and Diabetes Healthy U).

HIV Testing

Our staff has been going out into the community conducting HIV testing. They are focusing on the Hispanic community this April.

Creating Healthy Communities

Tony Maziarz and Amy Abodeely met with the Believe Center on April 15th to discuss the implementation of the community garden. The 18 plots will be tended by children and meals will be prepared with the food harvested.

Continued Education

Barbara Gunning attended a two-day leadership conference sponsored by the Association of Ohio Health Commissioners in Columbus.

Building Upgrades

A pre-bid meeting with contractors was held on April 23 for minor renovations in the North Wing of our building. Some of the renovations involve electrical work. OSHA standards have determined that the electrical outlets are too close to our sinks so they have to be changed to ground fault outlets. Other renovations will include painting, new ceiling tiles, and carpeting.

Outreach Services

April Snelling, Outreach Supervisor, started work on April 22, 2013. She will supervise seven different clinics/programs and may be assigned additional duties at a later time.

Medication Take Back Day

This special event will take place on Saturday, April 27, 2013 here at the Health Department.

Dr. Gunning announced that other communities have a process in place where people may take any drugs to law enforcement any day. This would be ideal for Lucas County.

Matt Heyrman said he would support having a permanent Medication Take Back Program. Dr. Grossman announced that he plans to attend a press conference today about Medication Take Back Day, Mercury Take Back Day and Minority Health Summit.

(Reynald Debroas left at approximately 10:00 a.m.)

Administrative Services

Joanne Melamed reported as follows:

Administrative Services

Beth Williams, Grants Coordinator, submitted 11 expenditure reports, 2 budget revisions and 2 grant applications. We are currently undergoing an independent financial audit by Gilmore, Jasion & Mahler, LTD. They are looking at specific grants including WIC, Rodent/Nuisance, Personal Responsibility Education Program, Immunization, Dental Sealant, Dental Safety Net, and Maternal Child Health Block Grant. So far, everything seems to be satisfactory. They will attend and present at the May Audit/Finance Committee. Also, we are hosting a billing student, Marquita Scott, from Professional Skills Institute. Kathy Fuhr, Billing Manager, is providing guidance to her. Both the Billing and IT Departments are working together to provide productivity analysis/reports. Allscripts is a good system for analyzing the data from the clinics. Our department is working with Health Services on these reports. The reports will soon be provided to the Ad Hoc Committee and the Board.

Vital Statistics

The Health Department will again participate in a Tent City event to be held in the fall of 2013. This campaign helps the homeless population of Lucas County. The Health Department will issue birth certificates, which are crucial in the application process for assistance. Kevin Halligan will spearhead this event.

Information Technology Department

Scott Francis has started working on the Accreditation process. We have taken a look at a draft from Information Security Policy, which includes a template of what we should be doing. The template will be revised to ensure all our policies and procedures are documented. Mr. Francis has identified about twenty items that need implementation before going forward. Some of this will require additional dollars to be compliant, as part of the accreditation process.

Health Commissioner's Comments

Eric Zgodzinski's book titled "*Essentials of Public Health Management*" has now been published in the Chinese language. The book was also authored by L. Fleming Fallon, Jr. Eric Zgodzinski is now the president elect of the Ohio Environmental Health Association (OEHA). This agency has a fair amount of impact at the legislative level.

Update on Legislative Breakfast

A Legislative Breakfast was held on April 19. Two State Senators were in attendance—Edna Brown and Randy Gardner. Although there were previous commitments from other legislators, all of them were not able to attend. The main issue of the meeting was House Bill 59, Biennial Budget including four remaining concerns and alternatives. The four concerns dealt with Reduction in Local Health Department Support, Forced Regionalization, Accreditation Mandates and Forced Shared Services. The meeting was a joint event including Erie, Fulton, Lucas, Ottawa and Wood County Health Departments. Both senators were very engaged and also stated some of their own concerns. There are plans to meet with them in the near future.

Administration also met with Theodore Wymyslo, M.D., Director of Health, his assistant, and Marty Tremmel on April 23. The issues appeared to be similar to those issues covered at the Legislative Breakfast. Dr. Wymyslo is not in full agreement with our stance on specific issues. One of them is regionalization agreements with other health departments. It was also stated to us that the Ohio Department of Health was not directly responsible for cutting down funding to 6 cents per capita, or what amounted to a 72% cut in our funding. Another item of discussion dealt with accreditation, timelines and cost. Dr. Grossman noted that Dr. Wymyslo was initially in Toledo to visit the Harbor Behavioral Healthcare Systems.

Dr. Woodson requested that Board members be advised when major issues are presented in Columbus as some Board members may wish to attend and offer their support. Dr. Woodson commented that the Legislative Breakfast was well organized. She thanked everyone who attended including Board members and staff members.

Clinics

A meeting was held with the Ad Hoc Committee (WLCC) and it will update us in two to four months regarding increasing patient numbers in our clinics. Our staff has indicated that there is still an enormous need to hold clinics for our most indigent populace. Also, we will see where we fit in regarding Obamacare in about 8 months.

AFSCME

Negotiations continue with the AFSCME bargaining unit. Some meeting dates will be established for next month. Robert Reinbolt commented that many issues have been resolved within hearings and meetings with compromises on both sides. However, there are still some outstanding employee grievances.

Resolution

Representative Michael Ashford sent us a Resolution recognizing the Toledo-Lucas County Health Department for receiving a grant from the Ohio Commission on Minority Health.

Other Items

Dr. Woodson mentioned that there was a question regarding the DAC and the fact that at the last meeting there was a lack of a quorum, whether or not a member for the Board could be a proxy member for one of the missing members or unable to attend the DAC meeting. Clearly that answer is no Prosecutor Kevin Pituch reported. The statute limits the people who can attend by proxy and it pertains to individuals who are elected.

Mr. Pituch said that the statute addresses when they (DAC) select an alternate from among themselves. He interprets that not to be a member of the Board of Health. Another problem that comes up whenever there is a possibility of representing more than one position is the compatibility issue with the Ohio Attorney General's Office. The reverse of that would be, for example, a mayor who is a member of the DAC could not be a member of the Board of Health. That would be incompatible. A Board of Health member could not be a proxy member for the DAC.

Dr. Grossman announced that the DAC held a separate meeting as allowed by law to make the Board member appointment. Consequently, Matthew Heyrman was elected for another full term on the Board of Health. His term will be from March 2013 to March 2017.

Administration looked into the matter of whether or not the 60 Plus Program was eligible for CDBG funding. The chances of CDBG funding for this are not good.

The Board of Health will hold its June 27th meeting at the Western Lucas County Clinic, 330 Oak Terrace Blvd., Holland, Ohio.

Public Health in the News

Dr. Donna Woodson reported on public health in the news. There were two newspaper articles in THE BLADE regarding health issues. They were titled “Partnership Spreads the Word on Minority Health Programs” and “Ohio Halts Mosquito Testing for West Nile Virus”. The article provided details about the “Minority Health Summit: Health Equity through Community Partnerships” sponsored by the Health Department on April 27, 2013 at Toledo Hospital. Also, the Ohio Department of Health will no longer test mosquitoes for West Nile virus due to federal budget cuts. The state will continue to track reports of human cases and offer local officials guidance about mosquito surveillance.

Dr. Woodson noted the importance of the update on the H7N9 Influenza virus. The H7N9 virus is currently in China and may potentially spread to Taiwan and other places. A personal public health electronic report from Juan Montoya and Angela Johnson, medical students, was provided. These two individuals reported their experiences from working in the ER department of a Chinese hospital. They reported on the many interesting differences regarding health care.

Next Meeting

The next meeting will be held on Thursday, May 23, 2013 at 8:30 a.m. at the Health Building, Department Operations Center (DOC) #254, 635 N. Erie Street, Toledo, Ohio.

Adjournment

Dr. Christopher Sherman made a motion to adjourn the meeting. Robert Reinbolt seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 10:40 a.m.

Signed:

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

Attested By:

David Grossman, M.D.
Secretary to the Board