

**LUCAS COUNTY REGIONAL HEALTH DISTRICT
Special Emergency Board of Health Meeting
Flower Hospital**

June 4, 2010 – 7:00 A.M.

Roll Call

A roll call was taken of Board members for attendance.

Present: Darlene Chaplin, Barbara Conover, Mary Gregory, Donald Murray, Robert Reinbolt, Theodore Rowen, Dr. Christopher Sherman and Dr. Donna Woodson

Absent: Reynald Debroas, A. Debra Nicotra, Jane Ringlein, Patricia Wilcox (all excused)

Staff: Mary Frank, Dr. David Grossman, Larry Vasko

Dr. Donna Woodson, President, called the meeting to order. She stated that today's meeting would be held to discuss budget issues.

Supplemental Budget Request

Dr. David Grossman made opening remarks. He noted that there is a quorum today. The Board will address major issues including new project requests from the general revenue fund, which were previously presented to the Audit/Finance Committee. A Supplemental Budget Request was distributed for the Board's consideration and approval.

There are five major issues on the funding request, some of which are time sensitive: Lucas County Adult and Youth Health Assessment - \$25,000.00; Matching Fund-H1N1 Phase 4 - \$20,000.00; Contract-University of Toledo-Table Top Exercise - \$7,500.00; Training Room Project - \$46,655.00 and Installation of Electric Generator - \$101,550.00. The total project would cost \$212,893.00 (Grant Fund - \$111,343.00).

There are three projects in particular to address—the Lucas County Adult and Youth Health Assessment, the Matching Fund (H1N1 Phase 4) and installation of an Electric Generator. The issue/question came up about the source of the funds for these items. Dr. Grossman said he would be in favor of utilizing the non-encumbered assessment, rainy day fund. These are one-time expenses and they are for significant issues. These are the types of programs we had hoped to fund utilizing these funds. The District Advisory Council made some proposals such as cutting salaries and funds for our daily operations. There are issues that we need funds for, including long term.

Dr. Grossman addressed the time sensitive items and provided justification for each item. He explained the tabletop exercise. Most of the money for this comes from the APC grant, except for the \$7,500.00.

Dr. Grossman said if there are necessary projects, this is the time to accomplish these. The Adult and Youth Needs Assessment funds are critical and part of our core functions. The generator would be purchased at half price (50% grant funded). Dr. Woodson noted that with our responsibilities to the community, this should provide justification for the purchase of a generator.

Donald Murray asked if part of the requirement regarding homeland security is that we operate as a stand-alone functional system and have a back up generator in case of emergencies? Larry Vasko replied that contingencies are required. Robert Reinbolt noted that both the county and city have generators. They also have some matching funds for them. Robert Reinbolt asked if we have already set some precedence using the capital fund for equipment/computers? Dr. Grossman answered yes.

Larry Vasko said there is no good way to budget these five items in advance. But as items come forward, we would make the appropriate request. The Needs Assessment is conducted every three years and we usually look for unanticipated funds. We are now the premier agency and we have some obligation to support it with matching funds. Dr. Woodson noted that the Needs Assessment is absolutely critical in collecting vital data.

Ted Rowen announced that Donald Murray would be meeting with Lucas County Auditor Anita Lopez later today. We seem to be in a better position to get the back up generator from the stabilization fund. We will know either Monday or later on today on the items that she would be willing to approve. If items one through four are not approved, item five (Generator) should be approved because this would come from the stabilization fund as a capital expenditure.

Dr. Sherman asked whose responsibility is it to fund the Needs Assessment? Dr. Grossman replied that this year we made more of an investment, as we are a leader and coordinator of this project. Robert Reinbolt asked if we had budgeted for this item? Dr. Grossman said no. The Needs Assessment is critical for us as it affects about one-third of our grants. The data is used for homeland security, CFHS, tobacco money and other programs. Dr. Woodson agreed with its importance. This item is also time sensitive and funds should come from the stabilization fund. This project comes up every three years. Dr. Grossman said he is in support of this item and somehow the funds of \$25,000.00 would be found in our budget.

Dr. Sherman said that last year there was approximately \$60,000.00 positive in our general revenue budget. But then if one looks at the funds that we encumbered, then we are in the red.

Dr. Sherman said that no matter what the stabilization fund, it should not be used other than for the generator. If we approve these items, we can go forward with the expectation that the general revenue fund would be used.

Ted Rowen said that he would vote against everything except the generator, unless there is a commitment to save the money. He was against taking money from the stabilization fund. If that happens it would deplete the stabilization fund and force the Board to fund all shortages.

Dr. Woodson said that we have been fiscally responsible.

Board Members made the following motions:

Ted Rowen made a motion to approve up to \$25,000.00 from the operating fund only, based upon the commitment that money would be saved from the 2010 budget because of the \$25,000.00 commitment for the Lucas County Adult and Youth Health Assessment. That way we achieve the goal of performing our core function, achieve an important goal such as critical services that we perform and if we don't have the money saved, that we cut in other areas. Robert Reinbolt seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

Dr. Christopher Sherman made a motion to approve \$5,000.00 out of the 2010 operating budget for the Matching Fund – H1N1 Phase 4 project. Donald Murray seconded the motion. A vote was taken: 7 yeas, 1 nay. Motion carried.

Ted Rowen made a motion to table the Table Top Exercise and the Training Room Project. Dr. Sherman seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

Dr. Christopher Sherman made a motion to approve the installation of the back-up generator, which commits us to \$101,550.00. This will be entirely matched by a grant program providing us with a generator worth \$212,893.00. Ted Rowen seconded the motion. A vote was taken: 7 yeas, 1 nay. Motion carried.

Dr. Christopher Sherman made a motion to approve a contract with Paul Maniscalco, Advanced Practice Center, for \$4,000.00 (Special Revenue Fund-Grants). Barbara Conover seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

Barbara Conover made a motion to accept the May 19, 2010 Audit/Finance report. Robert Reinbolt seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

Adjournment

Donald Murray made a motion to adjourn the meeting. Barbara Conover seconded the motion. A roll call was conducted. Motion carried.

The meeting adjourned at approximately 8:00 a.m.

Signed:

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

Attested By:

David Grossman, M.D.
Secretary to the Board