

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

April 28, 2016– 8:30 A.M.

Roll Call

A roll call was taken of Board members for attendance.

Present: Barbara Conover, Mary Duncan, Perlean Griffin, Donald Murray, Dr. Vidya Ramanathan, Robert Reinbolt, Matthew Sapara, Barbara Sarantou, Dr. Donna Woodson

Hans Schmalzried, PhD, attended as a Special Assistant to the Health Commissioner, not in a capacity of a Board member.

Absent: Darlene Chaplin, Reynald Debroas, Matthew Heyrman, (all excused)

Guests: Cindy McLeod, ONA Representative; Nathan Fries, Union Steward, AFSCME; Kevin Pituch, Assistant Prosecutor; Ricci Brown, Portia Ellis, and Ellen Harbaugh, MPH Students, UTMC/BG, Ohio Consortium for Public Health

Staff: Rebecca Anderson, Danielle Boyd, Kelly Burkholder-Allen, Mary Frank, Dr. David Grossman, Shannon Lands, Joanne Melamed, Dave Miller, Brandon Palinski, April Snelling, Eric Zgodzinski

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

Introduction of Guests

Dr. David Grossman introduced Kevin Pituch, Nathan Fries, Cindy McLeod, Ricci Brown, Portia Ellis, Ellen Harbaugh and Danielle Boyd.

Minutes of March 24, 2016

The minutes of the March 24, 2016 meeting were reviewed. The following changes were made: On page 1 under roll call, move name of Hans Schmalzried from present on the Board roll call to a separate sentence: “Hans Schmalzried, PhD, attended as a Special Assistant to the Health Commissioner, not in a capacity of a Board member.” Under Introduction of Guests, change from “The students introduced themselves.” to “The MPH students from the Ohio Consortium for Public Health introduced themselves.” On page 3, paragraph 7, change “Ohio Protection Agency” to “Ohio Environmental Protection Agency”.

On page 4, paragraph three, change sentence to read: “A suggestion was made to copy the Lucas County Commissioners, Jim Shaw, Lucas County Sanitary Engineer, and Ottawa County representatives on the EPA Curtice letter.” On page 5, paragraph 5, line 1, add “...authorized the Chairman of the Personnel Committee...” On page 6, under Executive Session, add “Joanne Melamed”. There was agreement.

On page 5, under the Personnel Committee report, paragraph two, Dr. Woodson asked if the reference checks for two newly-hired employees had taken place. Mr. Reinbolt replied yes.

Perlean Griffin made a motion to approve the minutes as amended. Barbara Conover seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Agenda

Dr. Donna Woodson requested an executive session to discuss personnel issues regarding employee retention, hiring, retiring, and/or change in status. This item was placed before the Personnel Committee report. There was agreement.

Vouchers

Dr. David Grossman stated that the Audit/Finance Committee had met last Tuesday (April 26) The committee found no major issues with the Bill Schedule. The April vouchers were reviewed and found acceptable. Matthew Sapara made a motion to approve the Bill Schedule. Perlean Griffin seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Prosecutor's Update

Kevin Pituch reported as follows

The Roadhouse

The Roadhouse case is finally done. The owner has signed a settlement agreement. The legal proceedings are now complete. Should a problem arise in the future, the Director of Community & Environmental Health Services could enforce the settlement agreement if necessary.

Mr. Pituch urged employees to contact his office regarding questions they may have on any legal matters.

New Business

Confirmation of New Employees/Separations

Dr. David Grossman reported that there was one newly-hired employee and five separations. Cassandra Grant was hired as a Social Worker on April 11, 2016 at a rate of \$19.10 per hour. The Personnel Committee has already given approval to hire this employee.

Barbara Gunning, Director, Health Services, resigned effective April 5, 2016. Janet Hammer, Public Health Nurse, was laid off effective March 31, 2016. Alia Kadri, Quality Assurance Coordinator, was laid off then transferred to Program Coordinator, an open position effective April 4, 2016, same salary grade. Mahjida Steffin, Clerk 1, was laid off then bumped to a Clerk 1 position in WIC on April 11, 2016. Shawnterra Glasgow, Health Educator, resigned effective April 22, 2016. Shawnterra Glasgow received an exit interview and Perlean Griffin attended. Ms. Glasgow was with our agency for only a couple of months.

Robert Reinbolt mentioned that Board members had received three resumes of potential employees for their review and action. Mr. Reinbolt felt that a procedure should be established as to the appropriate time to address this issue. Dr. David Grossman stated that the appropriate time to review and/or act on these resumes would be now. There was agreement.

Dave Miller stated that he had sent all Board members the resumes and credentials of potential candidates prior to today's meeting.

The first person is Laverne Livingston for a Community Health Worker position. This position would be under Celeste Smith in the Minority Health program as a replacement. Board members have information regarding when the interviews took place, who was interviewed, and names of other candidates. He asked Board approval to make an offer to her after today's meeting. He asked that the Board approve the hiring of Laverne Livingston.

Dr. Woodson noted the importance of filling the replacement position in order to satisfy FQHC requirements. It was noted that this would include a grant. In many of the cases, we are under stress to hurry up and get the position filled when someone resigns. April Snelling agreed and said otherwise we would not spend those funds, and we may have to return that money at the end of the grant period.

Donald Murray asked if any of these positions were going to be affected or does it have any impact on PHAB also? Do we have to have certain staffing levels for PHAB accreditation? Eric Zgodzinski answered no.

Robert Reinbolt made a motion to approve the hiring of Laverne Livingston as a Community Health Worker. Perlean Griffin seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

The second person is Maria Bibish for a Sanitarian-in-Training (SIT) position. The credentials indicate that she is very highly qualified. She has a master's degree and her SIT certificate. In the year she is hired, she could actually apply to become a Registered Sanitarian.

The Board discussed the issue of Sanitarians-in-Training and whether or not we expect them to become Registered Sanitarians. Dave Miller replied yes. Sanitarian related issues were discussed at length. Eric Zgodzinski indicated that Environmental Health was about three sanitarians short.

Donald Murray made a motion to approve the hiring of Maria Bibish as a Sanitarian-in-Training. Matthew Sapara seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

The third person is Kari Hepfingher for a Public Health Nurse position. This position is under Kelly Burkholder-Allen. This person was placed under the second tier of the wage structure due to her qualifications. All resumes were reviewed and references were checked. Kelly Burkholder-Allen stated that three candidates were not viable candidates. One candidate was in the MSN program at UTMC, but she was not an RN. The other two candidates did not have a BSN. Four individuals were interviewed and received a tour of the building. One candidate immediately rose to the top. This is an immediate fill position.

Donald Murray made a motion to approve the hiring of Kari Hepfingher as a Public Health Nurse. Matthew Sapara seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Matthew Sapara made a motion to approve the committee report. Barbara Conover seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Environmental Health Issues Committee

Donald Murray reported that the committee met on April 11 and addressed the following items:

Ozzie's Carryout

Sewage is currently surfacing at Ozzie's Carryout. A letter was sent to the owner stating that he has 30 days to provide a plan of action to either repair or replace the septic system.

Tattoo Procedure

New state regulations on Tattoo/Body Piercing facilities allow for the ability to charge \$50.00 for the application. Recommendation from the Environmental Committee to start collecting that fee for new facilities.

Illegal Operators/hearings

Facilities that are operating illegally will be brought in for a meeting with the Director of Environmental Health and if there is no movement on the facility becoming legal, then they would be brought before the Environmental Health Committee for a hearing.

Drive Point Well Installation Policy

The draft Drive Point Well installation policy was distributed and discussed.

Ward Close & Sons Excavating Variance

Recommendation from the committee to allow a variance for Ward Close & Sons Excavating to operate in Lucas County.

Eric Zgodzinski explained that the owner had missed his registration date. This was more of an administrative issue.

Duke Wheeler – Request for Refund

Duke Wheeler requested a refund of the well permit fee of \$519.00. The committee decided not to grant that request due to the fact that we did all of the proper paperwork and inspections for the well installation. He now falls under the Ohio EPA guidelines.

Possible RS Board Inquiry

There could be a possible submittal to the Registered Sanitarian Board for review of a sanitarian issue. Further inquiry into the need for RS Board involvement will be conducted.

Lead Ordinance

Eric Zgodzinski reported on the proposed Lead Ordinance in the City of Toledo. The ordinance right now that could possibly be going before City Council in the near future looks like a lead safe program and not a lead free program. A copy of the proposed Lead Ordinance titled "Children's Health Protection and Lead Poisoning Prevention Ordinance" was distributed to Board members.

Under the proposed ordinance lead inspections, assessments and abatement would be conducted by licensed individuals. The Health Department would be in charge of certifying

the private entities that would be responsible for conducting home inspections. The Health Department would verify the findings of the private entities/individuals relative to violations and verify that the violations were remedied.

The ordinance would also enable the Health Department to generate a fee for the certification of the home. This could then pay for the program as well as the educational component. The landlord would be responsible to pay a nominal fee of either \$25 or \$50.

Dr. Ramanathan noted that there are federal grants that might be available to communities to make them at least lead safe. She volunteered to follow up on this item. Eric Zgodzinski also noted that once this program is up and running that it would likely be extended to the rest of the county. Robert Reinbolt raised a concern that if this is a community problem, it should be addressed as an issue for the larger entity.

Dr. Donna Woodson noted that this issue should appear on the Strategic Planning agenda as a future item.

Donald Murray stated that there are two motions/issues to bring forward.

Motion – Tattoo/Body Piercing Application Fee

Donald Murray made a motion that the Board approve a Tattoo/Body Piercing \$50.00 application fee for new facilities as an emergency measure. Matthew Sapara seconded the motion. A roll call vote was done: 9 yeas, 0 nays. Motion carried.

Ward Close & Sons Excavating Variance

Donald Murray stated that the committee had made a recommendation to allow Ward Close & Sons Excavating to operate in Lucas County. It was noted that there was no significant issue regarding this particular request. The Board voiced no objection to the committee's recommendation.

Donald Murray made a motion to accept the entire committee report (including acceptance of a variance for Ward Close & Sons Excavating). Barbara Conover seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

(Barbara Conover and Barbara Sarantou left at approximately 9:29 a.m.)

Executive Session

Donald Murray made a motion that the Board go into executive session to discuss personnel issues regarding employee retention, hiring, retiring and/or change in status. Matthew Sapara seconded the motion. A roll call vote was taken: 7 yeas, 0 nays. Motion carried. The Board went into executive session at approximately 9:30 a.m.

Dr. Woodson asked everyone to leave the meeting with the exception of all Board members, Dr. David Grossman, Hans Schmalzried, Dave Miller, Joanne Melamed, Eric Zgodzinski and legal counsel (Kevin Pituch).

(Barbara Conover and Barbara Sarantou returned at approximately 9:34 a.m.)

Donald Murray made a motion that the Board return from executive session to regular Board meeting. Matthew Sapara seconded the motion. A roll call vote was taken: 9 yeas, 0 nays. Motion carried. The Board returned to regular session at approximately 10:04 a.m.

Matthew Sapara announced that no action was taken during executive session.

Motion - Layoff

Matthew Sapara made a motion that due to lack of funds that the part-time position of the Laboratory Assistant be laid off. The effective date determined through mutual discussion with the administration and employee, the effective date shall be no later than June 1, 2016. Donald Murray seconded the motion. A roll call vote was done: 9 yeas, 0 nays. Motion carried.

Personnel Committee

Robert Reinbolt said that there was no report.

Audit/Finance Committee

Joanne Melamed reported for Matthew Heyrman. The committee met on Tuesday, April 26, 2016 and reviewed the following items: March Financial Status, April Bill Schedule, Grant Funded Programs, Contracts, Transfers of Appropriations and other items-FQHC Clinic Reports and Increases in Fees. Board members received the same information that was distributed at the last Audit/Finance Committee meeting.

Update – Grant Funded Programs

There was one notice of award and eleven pending grant applications.

There are four potential grants on the horizon as follows:

- 1) Refugee Health Screening
- 2) Comprehensive School Safety Initiative
- 3) Child and Family Health Services
- 4) HUD Lead Based Paint Hazard Control Program

The Comprehensive School Safety Initiative is a new grant in the amount of between \$1 million and \$5 million. It does not require a match, but it requires hiring staff.

Kelly Burkholder-Allen noted another grant—a CDC Violence Prevention Harms Reduction grant. The application date is June 6. It requires a partner at the local level.

Contracts

There are 13 contracts in the month of April 2016. The names of the contracts were read.

It was noted that 9 of the 13 contracts were no cost 9-month extension grants for the PHEP grant. They include other counties that are interested in switching from Ebola to a Zika work plan.

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 March 2016 in the

ordinary course of business. Total transfer is \$102,722.58 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 March 2016 in the amount of \$635,965. This represents revenue estimate and appropriation of additional and new dollars to the Healthy Start Initiative grant years 2 and 3.

Matthew Sapara made a motion to approve the resolutions. Donald Murray seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

FQHC Reporting

Joanne Melamed stated that this report would be part of her director's report. The report will show some very positive trends. We are gaining more patients in our clinics at both locations. In the first quarter of this year our numbers have gone up, which is good news.

FQHC is tracking billable visits. The goal is to reach 24,800 for the year. Number of visits is on an upward trend – in January we had 1,988 visits. In February we had 2,151 visits. In March we had 2,317. Number of patient visits per provider is up for Dr. Ilo, Chris Spinelli, NP, and Dr. Welt.

FQHC Board was presented with Profit/Loss Comparison on a cash basis identifying income from medical services and expenses for staff, supplies, and other materials. March 2016 receipts were \$215,399.44, which included \$81,046.32 drawdown of the federal FQHC grant funds. The trend for receipts is upward bound. March 2016 expenses were \$316,059.75.

Increases in Fees

The Board is being asked to approve three new fees:

1. Increasing VFC Vaccine Administration fee from \$10 to \$22.
2. Instituting a new fee for T-Spot "one step" Tuberculosis test at \$90.
3. Instituting a new fee for Off-Site ServSafe Food Safety Training class of 6 people or less at \$1,275, additional student(s) at \$125 each.

Motion - VFC Vaccine Administration Fee

Donald Murray made a motion to increase VFC Vaccine Administration Fee from \$10 to \$22. Perlean Griffin seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Motion - T-Spot "one step" Tuberculosis Test

Donald Murray made a motion to institute a new fee "one step" Tuberculosis Test at \$90. Matthew Sapara seconded the motion.

Dr. Donna Woodson stated that she was uncomfortable with this proposal and that there needs to be a disclaimer on it. There was a lengthy discussion on this issue.

Matthew Sapara noted that there were many questions and asked if these discussions could take place at the Audit/Finance Committee meeting. He asked if this item could be tabled.

Dr. Woodson reiterated that she was not comfortable with voting on this issue until there is assurance that this will not be used as a routine testing for tuberculosis screening.

Donald Murray withdrew the motion. Matthew Sapara withdrew his second on the motion.

Donald Murray made a motion to table this issue until after the Audit/Finance Committee meeting and questions about the new fee for the T-Spot one-step tuberculosis blood test are answered. Matthew Sapara seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Motion - Off-Site ServSafe Food Safety Training

Donald Murray made a motion to institute a new fee for Off-Site ServSafe Food Safety Training class of 6 people or less at \$1,275, additional student(s) at \$125 each. Matthew Sapara seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Donald Murray made a motion to accept the committee report. Perlean Griffin seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Facility Committee

Barbara Conover said that the committee met on April 19 and reviewed the following items:

Roof

The City of Toledo has contracted with a roofing company in November/December 2017, for a 3-year service contract. The Health Department has been reporting the ongoing leaks. The roof is about 30 years old and should be replaced. The Health Department started to look into replacing the roof and will work with the City of Toledo on this project. The cost of a new roof is beyond the financial capabilities of the Health Department alone. The Health Department asked the City of Toledo as part of CIP funds for a new roof.

Lower Level Renovations

The renovations of the lower level of the building are complete. The following have been added: sixteen office spaces, small kitchen, and two showers in each bathroom. All renovations are within ADA guidelines. During construction we addressed asbestos and mold. Plumbing and electrical components were brought up to current code.

Elevator Upgrades

The north side passenger elevator has been upgraded with new mechanical components and a new interior cabin. Repair on the main passenger elevator began on April 19, 2016. The City of Toledo is paying for two elevators as part of CIP request. The Health Department partially contributed to the cost.

Front Lobby Renovation

With the remaining 2016 budget for building improvements, the front lobby should be renovated. Changing patient and visitors' flow in the front lobby would improve customer service, create efficiency, and provide safety and security for customers and employees. Changes envisioned are to remove the current front desk, create a new patient registration area, and install security doors at the entrance to adult medical and pediatric wing.

Renovating Kuhlman Auditorium and Hallway

Budget permitting in 2016, to continue with basement renovations into the hallway and Kuhlman Auditorium. Kuhlman is used for agency-wide meetings, ServSafe classes, tabletop exercises, and many other uses. Both areas need new ceiling tiles, paint, and flooring.

We are working on obtaining an estimate for a new roof and we are working with Dale Raczkowski, who is our guide and building engineer.

Dr. Donna Woodson asked if there was a separate committee in place to deal with some of these issues. Dr. Grossman said that a newly-established committee had been developed. Eric Zgodzinski stated that about a month ago, an Efficiency Committee was formed after discussions with Hans Schmalzried and Dr. Grossman. The committee is comprised of about 14 Health Department employees. He read the names of the employees. Kelly Burkholder-Allen is part of the committee. The committee was formed with goals of looking at efficiency of operations, enhancing revenue, and looking at cost cutting concepts. He gave several examples.

Robert Reinbolt made a motion to accept the committee report. Perlean Griffin seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Old Business

Follow-Up Items

FQHC Coordinating Committee

Dr. Grossman reported that a meeting was held on April 20 regarding the Co-applicant Agreement with our three Health Department representatives and the three FQHC representatives. The committee was informed about roles, duties, responsibilities and other matters.

Health Portal

Rebecca Anderson reported that the Health Portal is in place and available in Allscripts. It was opened as a “soft launch” in 2014 with certain abilities for the patients to access their labs, send messages, requests, etc. The workings of the portal was explained in detail. It is not hard for our patients to use the health portal once they sign in. This is part of our “meaningful use” program. A leaflet titled “Access Your Child’s Medical Information Online” was distributed to Board members. These leaflets are included in the patients’ bill.

(Matt Sapara left at approximately 11:00 a.m.)

FQHC Update

Rebecca Anderson stated that the Co-applicant agreement would be distributed to all Board members. The agreement highlights the responsibilities of the FQHC Board as well as the Board of Health. The Board of Health maintains the over-arching authority. Rebecca Anderson spoke about FQHC duties (approval of personnel), makeup of the Board, patient input, functionality, Uniform Data System, outreach and enrollment, clinic efforts (front desk), branding efforts, etc. Dr. Schmalzried suggested the tracking of referrals in the WIC program and this was done. All divisions are being urged to work on referrals back to the clinics to improve patient numbers. We will have our first site review on June 14-16. A mock site review

will be scheduled the end of May. Jennifer McCloskey will also attend Allscripts training enabling her in the creation of templates, which will help in meeting quality measures.

Division Reports

Health Services

Kelly Burkholder-Allen reported on the recent WIC ODH site visit, Ohio Equity Institute (OEI) and Citymatch program, Pertussis Case (Sylvania School System), and Minority Health Month. Currently, the Mobile Vision Program is reaching out to students who are Medicaid eligible as well as students who visit the Boys and Girls Clubs.

April Snelling, Outreach Supervisor, reported on the Toledo-Lucas County Healthy Start Program and the Community Health Workers who work under this program. The following areas were highlighted: Overview, Services, Community Health Workers Responsibilities/Caseload and Healthy Start Progress 2015.

The Community Health Workers' responsibilities are mainly under Pathways (prenatal) and preconception/interconception. It seeks to improve birth outcomes in Lucas County and to promote and help to improve the health of women and children in Lucas County.

A Diaper Bank has been established through the Ohio Equity Institute, which is an infant mortality initiative. Our local initiative is called "Getting to 1". The goal is to get every baby to their first birthday. The bank received over 90,000 diapers in conjunction with the Salvation Army.

Administrative Services

Joanne Melamed stated that she had previously reported under the Audit/Finance Committee report on the topic of FQHC Reporting.

Community and Environmental Health Services

Eric Zgodzinski announced that Brandon Palinski, Quality Assurance Coordinator, will report on PHAB Accreditation.

PHAB Accreditation

Board members were e-mailed information on a Policy on Policies for their review. The policy is titled "Policy & Procedure Development, Implementation, and Maintenance". It is a policy to establish our common format dealing with requirements for accreditation, ensuring that policies and procedures are put in place throughout our organization. Board members were provided with a list of several PHAB measures. If the document meets Board satisfaction, then it will be presented to the full Board for review and approval. It was noted that Alia Kadri, Quality Assurance Coordinator, had created the initial draft. After Ms. Kadri moved to another position, Brandon modified the document. Plans include cataloging information such as person responsible for each document, effective date of document, etc.

Eric Zgodzinski stated that we are asking the Board to vote on this issue today. This would be our first policy under this document to be accepted by the Board and to be used to create any additional policies hereafter.

Motion

Barbara Conover made a motion that the Board approves the “Policy & Procedure Development, Implementation, and Maintenance” document. Barbara Sarantou seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

Eric Zgodzinski announced that strategic planning requires governance to set the direction for the whole department. The entire Board must be involved in the creation of that plan. There is a need for this Board to attend a separate meeting to address these issues. Mr. Zgodzinski noted that plans may include a facilitator from OSU to help with this project. More to come on this issue.

PIO Report

Shannon Lands reported on Referral Efforts, Agency-wide Referrals, Vital Statistics, Free Advertising, 13 ABC Covers Mobile Dental Program, Marketing/Advertising Corner and Zika Forum. We have been working on the strategic planning project relative to working with the various divisions in our Health Department concerning duties. We have also started working with the divisions regarding referrals to our clinics.

There have been concerns raised in the community as the *Toledo Blade* showcased yesterday by a Letter to the Editor titled “Time is now to fight Zika in Toledo”. A gentleman wrote in from south Toledo stating that the Toledo Area Sanitarian District as well as public health is not getting in front of this issue, and we really are doing much in the community. Our efforts include educational sessions to citizens and agencies, a police park initiative, Block Watch groups, and much more. Dr. Woodson provided copies of the news article for viewing. Robert Reinbolt asked if the Health Department planned to issue a response. Dr. Woodson commented that she would like a response made by the Health Department.

Other Items and Public Health in the News

Dr. Woodson noted two major items in the news. One dealt with “How Leaders Can Save Lives” relative to naloxone. The other one dealt with a positive editorial about the Health Department and how it provides naloxone to the community. Kelly Burkholder-Allen stated that there are currently monies/naloxone kits that were not used by other first responders in the State of Ohio. We are working to secure them for our region.

Health Commissioner’s Comments

Dr. David Grossman commented on our strategic plan efforts, increase in numbers in our clinics, and our attempts to recoup money from a state agency.

Next Meeting Date

The next regular Board of Health meeting will be held on Thursday, May 26, 2016 at 8:30 a.m. at the Health Building, Department Operations Center (DOC) #254, 635 N. Erie Street, Toledo, Ohio.

Adjournment

With there being no further business, Donald Murray made a motion to adjourn the meeting. Mary Duncan seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 12.07 p.m.

Signed:

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

Attested By:

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