

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

February 23, 2017– 8:30 A.M.

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

Roll Call

A roll call was taken of Board members for attendance.

Present:, Barbara Conover Reynald Debroas, Perlean Griffin, Matthew Heyrman, Ted Kaczorowski, Robert Reinbolt, Barbara Sarantou and Dr. Donna Woodson.

Absent: Darlene Chaplin Donald Murray and Matthew Sapara (all excused)

Guests/New Employees:

AFSME and ONA representatives were in attendance

Staff & Others: Shannon Lands, Samantha Eitniear, Kelly Burkholder-Allen, Rebecca Anderson, Brandon Palinski, Mary Duncan representing the FQHC Board, Students from UT.

Dr. Woodson introduced Amy Krzmarzick, Lillian Matizy and Aaron Walsh 4th year Population and Public Health Elective Medical Student who has been shadowing at the Health Department throughout January.

Introduction of Guests

Eric Zgodzinski introduced Cindy McLeod, Terri Dalton, Kevin Pituch, Jim Walter and Lauren Lindstrom. Eric Zgodzinski then acknowledged the Masters of Public Health students who were present.

Approval of Minutes of Special Meeting February 16, 2017

Andy Glenn, president of the District Advisory Council was present for the meeting. The 2018 proposed budget was discussed. The budget will be presented at the DAC meeting on March 8, 2017. There will be a request for a 3% increase from the District Advisory Council. There has been discussion with the City of Toledo Finance Director and the Mayor's office concerning this.

Resolution (2017:02:020) Mr. Reinbolt asked to amend his motion from the Special Meeting to present the budget with the 3% adjustment instead of with and without the 3% increase. Seconded by Perlean Griffin, 8 yeas, 1 nay

Resolution (2017:02:021) A motion to approve the minutes with the above change was made by Perlean Griffin seconded by Barb Sarantou, motion carried 9 yeas

Additions/Deletions to Agenda

Eric suggested that since Councilman Uvajai was here that the Lead Update be moved up on the agenda.

Approval of Payment for January Vouchers

Eric stated that the Finance Committee reviewed the reports of the January Vouchers. There were no issues or problems with the vouchers. The issue of which lawn service being used which was discussed

at the January BOH meeting was looked at and additional quotes were received. There were no other concerns.

In regards to the lawn care service, Shannon Lands requested quotes from three other lawn care companies. For the quantity of applications we are receiving, Tru-Green has given us the best price. Other companies were charging more for the additional applications. Staying with Tru-Green and receiving a 10% discount if paid by January 15th was the best route to go from a financial standpoint. Next year, when we are looking for applications again, this will be revisited to see exactly what our needs are and go from there.

Resolution (2017.02.022): Matthew Heyrman made a motion to approve the Payment of the January vouchers. Barbara Conover seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Lead Ordinance

Samantha Eitniewar gave the update of the Lead Ordinance. There are currently 50 lead inspectors and 17 properties registered. There have been multiple discussions about the process so far and where the ordinance is heading. The deadline is September 17, 2017 for properties to be registered. There is growing concern of making that deadline. City Council, the Mayor's office and many other individuals are looking at changes to be made to the ordinance. We have been asked to provide pros and cons of the different issues including: extending the time-frame, use of dust wipes and other options.

Eric Zgodzinski stated that this program started off with nothing in place. There was no funding, no educational class, no certificate. Samantha, Josh and the rest of the group put this together on the fly and it has actually garnered support and notice from Columbus, the rest of the state, including the CDC. It is understood that when an ordinance is developed, it is not always perfect. Implementation is difficult for any program but when you start off like we did you don't see the forest through the trees. The ordinance will be looked at again and some language will be cleaned up. The issue of the use dust wipes has come up. This board is committed to making sure that dust wipes are performed. We have done our due diligence as we look forward to give pros and cons of whether to do dust wipes or no dust wipes. Whether the decision is to start-up program in September relative to everyone being done or a 3-5 year program. The process is set to bring people into compliance by September however we only have 17 homes registered and inspected. That is a far cry from the 50,000 that need to be registered. With that said, if the ordinance stays as is and September comes around there is going to be a lot of work done by this department to bring them into compliance. Compliance is a \$50 a day fine for each rental property that has not been inspected up to \$10,000. There will be a lot of work, no matter what. We would really like to rebrand what we are doing. Shannon can talk about rebranding and why it is so important. There are so many rumors out there about this ordinance that are wrong. So many misconceptions. When we had our training landlords came in with the thought that this can't be done but after the training they have said that it is not so bad. We need to have a better marketing strategy to break the cycle of rumors and misconceptions.

Samantha Eitniewar stated that we have been making great strides with some of the rental agencies educating them on the ordinance. Shannon distributed a sample of a window cling that will be given to the properties to say that the home is lead safe. This is a good marketing tool for the landlord to use.

Some properties have gone through the abatement process and have been given the 25 year permit. The option of abatement is still out there if they wish to go that route.

Mr. Reinbolt stated that we are certainly going to comply with what the City of Toledo wants to do with the ordinance. We are providing some advice to them but we recognize the importance of the public health issue and that we think the wipes need to be in place.

Matt Heyrman asked that come September someone is not in compliance that we are the ones who will be fining them. Will the prosecutor's office be hiring a full-time person to handle this? Eric stated that it will take multiple attorneys. We are not even close to having the 50,000 homes registered.

Matt stated that the real challenge is that now we will have a City of Toledo ordinance that could cost Lucas County significant extra dollars to enforce. Samantha Eitnrear stated that we have already had discussions with Judge McConnell and that there is a draft in place as to what will happen in regards to this.

Peter Ujvagi from the Toledo City Council was in attendance and reported on the Lead Ordinance from the City of Toledo's perspective. He complimented Samantha Eitnrear and TLCHD on the amount of work that has been done to get this process from zero to where it is today. There have been meetings with other stakeholders working towards a common ground. They will be looking at some potential amendments to the current ordinance which may be needed to tighten up the legislation. There is also the possibility of extending the initial compliance date which will be discussed further. One issue that is currently written that Section 8 properties or LMHA are included, however, they have federal inspections that are required annually so that will also be considered.

Dr. Woodson announced that this will be Matt Heyrman's last Board of Health Meeting. He is taking a position in the private sector. She thanked him for his service on this Board.

Executive Session

Resolution (2017.02.023) Motion by Barbara Conover to enter into an Executive Session for personnel issues regarding hiring, budget, litigation and contracts. Seconded by Robert Reinbolt. Roll Call vote was taken. 8 yeas, 0 Nays.

Resolution (2017.02.024)

Motion by Ted Kaczorowski to return from Executive Session. Seconded by Barbara Conover. Roll Call vote was taken. A vote was taken: 9 yeas, 0 nays. Motion carried.

New Business

Personnel Committee met on February 21, 2017. Discussion on the proposal of services associated with the classification plan. (Chapter 124 of the ORC) There will be a proposal narrowing the scope of the positions that will be looked at in the non-bargaining unit. Looked at the interviews that were done for the open Environmental Health position. The group of applicants were narrowed down to 5 candidates who were interviewed by the team. The recommendation is made to hire David Welch as the Director of Environmental and Community Health. Discussed new hire of a public health nurse for the 60+ Program, Rita Blaszczyk. Discussed a policy of vacation and the new job description for the Administrative Assistant. These will be discussed further by the Personnel Committee.

Resolution (2017.02.025) Robert Reinbolt made a motion to offer to Dave Welch the position of the Director of Environmental Health at the starting pay of \$47.79/hr. We will carry over some issues from his employment with the City of Toledo (vacation, seniority). These will be worked through, giving the Commissioner the authority to negotiate this. Seconded by Perlean Griffin. A vote was taken: 9 yeas, 0 nays. Motion Carried.

Matt Heyrman wanted to commend Samantha Eitnrear in her role as interim EH Director. There were a lot of good comments from the Toledo City Council for her. Mr. Reinbolt stated that we are not forgetting

Samantha either. We are going to look at Samantha and we have some other ideas in mind. She has been a great asset and will continue to be a great asset for us.

Resolution (2017.02.26) Motion was made by Barbara Sarantou to accept the Personnel Committee Report. Seconded by Barbara Conover. A vote was taken: 9 yeas, 0 nays. Motion carried.

Environmental Committee Report

The committee met on February 15, 2017. There are two requests for variances for septic systems.

The property at 6805 N River Road, Waterville Township is a small lot that is having a new home built. The owner is requesting a variance to change the runs from the standard to accommodate the property size.

Resolution (2017.02.027) Reynald Debroas made a motion to accept variance 17.01. Seconded by Robert Reinbolt. A vote was taken: 9 yeas, 0 nays. Motion carried.

Norfolk Southern Railroad yard request a variance to install a small flow on site treatment. The septic tank and leach field would need to be installed 700' from the system. A grinder would be used along with a high pressure sewer line to get the sewage from the building to the septic tank.

Resolution (2017.02.028) A motion was made by Robert Reinbolt to approve the Variance #17.02. Motion seconded by Barbara Conover. Motion carried.

Resolution (2017.02.029) Motion was made by Robert Reinbolt to accept the report from the Environmental Health Committee. Seconded by Barbara Conover. A vote was taken: 9 yeas, 0 nays. Motion carried.

Audit/Finance Committee

Review - Month of January 2017 Financial Status

The Committee reviewed the Consolidated Financial Report through January 31, 2017. This represents 8% of time lapsed. Ted Kaczorowski presented the Revenue and Expenditure reports for January, 2017.

Review - Bill Schedule

The Bill Schedule was reviewed, in detail. All items were routine. No additional items were added to the February 2017 Bill Schedule after the Audit Finance Committee Meeting.

Review - Grant Funded Programs

The total applications for fiscal year 2016 in the amount of \$9,215,198 of which we have been awarded \$8,930,513 in funding. The total applications for fiscal year 2017 in the amount of \$7,439,491 of which we have been awarded \$6,773,304 in funding. The total applications for fiscal year 2018 in the amount of \$1,167,309 of which we have been awarded \$300,000 in funding.

Grant Applications (10):

- Immunization Action Plan for \$198,350 (April 1, 2017 – June 30, 2018)
- Rodent Nuisance Control, 43rd year \$68,229 (July 1, 2017 – June 30, 2018) GF Match \$68,229
- Ohio Commission on Minority Health \$42,500 (July 1, 2017 – June 30, 2018) GF Match \$8,500

- Public Health Emergency Preparedness \$348,230 (July 1, 2017 – June 30, 2018) – GF Match \$26,814
- Healthy Homes Awareness \$ 10,000 (April 1, 2016 – June 30, 2017)
- Tobacco Use Prevention & Solicitation \$110,000 (July 1, 2017 – June 30, 2018)
- FQHC Continuation Grant HRSA \$704,000 (June 1, 2017 – May 31, 2020). \$2,207,218 expected program income and \$1,497,779 GF support for FY2017.
- Accountable Health Communities (Hospital Council NWO) \$14,113 (April 1, 2017 – March 31, 2022)
- Community Economic Development Initiative \$32,000 – reimburse state exam & licensure for 100 lead inspectors under the new City of Toledo Lead Ordinance.
- Prevention of Opioid Misuse in Women \$300,000 (July 1, 2017 – June 30 2020) \$100,000 each year.

Review of Contracts

There are two contracts in the month of February, 2017

1. Mercy Health is a disbursement contract for well women, gynecology and prenatal care services for four hours weekly at a rate of \$55/hour. Contract period will automatically renew for an additional one year from April 1, 2017 through March 31, 2018.
2. Thread Marketing Group is a disbursement contract for \$45,000 to provide marketing services (i.e. \$25,000 to promote the FQHC, \$20,000 to promote other strategic priorities. Contract period is from January 1, 2017 – December 31, 2017.

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 2017 in the ordinary course of business. Total transfer is \$315,337.15 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 2017 in the amount of \$272,183.00. This represents addition appropriation for Area Office on Aging's Sixty Plus program, Dental Sealant program, Breast and Cervical Cancer Program, Injury Prevention Prescription Drug Overdose Program, and OEPA Mosquito Control program.

Resolution (2017.02.030) A motion to approve the Transfers of Appropriations was made Reynald Debroas. Seconded by Robert Reinbolt. A vote was taken: 9 yeas, 0 nays. Motion carried.

Resolution (2017.02.031) A motion to approve the Audit Finance Committee report as a whole was made by Robert Reinbolt. Seconded by Barbara Sarantou. A vote was taken: 9 yeas, 0 nays. Motion carried.

Points for Consideration

2017 – 2020 Strategic Plan

Barbara Sarantou reported that the Strategic Plan has been worked on over the past several months. Brandon Palinski worked very hard to provide this document.

Brandon Palinski discussed the plan as presented. There will be a couple of other changes yet to come. We will include a section on what we have learned each month under the different action steps that we are taking. For the quarterly reports that will be made to the Board we have added which staff are responsible

for the progress made. Those are in addition to the previous version. Added a "for Consideration" section which includes information from the most recent Community Health Assessment and Community Health Improvement Plan and a few other data sources that the committee looked at in deciding what priorities we pursue. The priorities are what the BOH approved at the January 26, 2017 meeting. The only other thing to be added is the introductory messages.

Dr. Woodson wanted to thank Brandon for the presentation and the staff input which was excellent. Community partners were included in preparation of the plan. Dr. Woodson suggested that that Brandon be included in the introduction for all the work that he did on this plan.

Resolution (2017.02.032) Perlean Griffin made a motion that the 2017 – 2020 Strategic Plan for the Toledo-Lucas County Health Department be approved as presented. Motion seconded by Robert Reinbolt. A vote was taken: 9 yeas, 0 nays. Motion carried.
(Matt Heyrman left meeting)

Facilities Committee

The Facilities Committee did not meet this month. The committee is planning to meet prior to the next board meeting. Elevator B (main lobby) repairs have been completed. Elevator C – new tile is installed and it is operational.

Health Services Committee – No Report

Prior and Pending Business

FQHC Update

Rebecca Anderson reported that the FQHC Annual Uniform Data System (UDS) Report was submitted on February 15, 2016. We had 10,675 unduplicated patients. That is important because we are above the 95% level that is required for full finding. When you hear that 704,000 to get the \$650,000 base we have to have more than a certain number of patients, and we did have that. We had 18,848 total visits. Those are visits with providers. Does not include Shots 4 Tots or Adult Immunizations. Total activity is closer to 24,000 -25,000 per year. We have 2 requirements to meet. The Further Wave and Reduce policy that we are going to work through this quarter that has gone through our Health Center Board that be submitted tomorrow. The last requirement that we have to complete is the credentialing and privileging with a few more things to fix on it. It is due on March 10, 2017.

From the UDS Report, the total cost per patient this past year was \$198.96 which is a reduction from 2015. That is a reduction of about \$100.00 per patient. Dental was at \$75.00 a visit and vision was at \$90.00. Our Medicaid reimbursement did go up. It is over \$160.00 per visit. They gave an increase once they saw how expensive things are for us and how much we are reimbursed. We have a co-applicant meeting that we are supposed to have. It includes three members from each of the boards to have a meeting.

We have a Nurse Practitioner who is a good candidate for Family Practice. She will be coming in next week for AllScript Training on Wednesday in good faith that we intend for her to come on staff here. One of our requirements is that we have the extended hours. Hoping that we can get that back up with her coming in for those 4 hours. Other personnel item is that Dr. Aouthmany. Dr. Jerry Knierim is taking a sabbatical through the summer and plans to come back after the summer. Dr. Kevin Knierim plans to be gone in June of this year. Dr. Aouthmany will be available for additional hours and funding should not be a problem. Her last day in the Fremont office that she is currently working is the end of May.

Division Reports

Food Service education: Licensing is currently going on. Rules in the food code now require restaurants that are class 3 & 4 to have someone who is level 2 certified. What that means for our department is that we have added certification classes and have seen a tremendous amount of work done in the community. Every class has been filled. Last year we had classes spaced out intermittently but so far this year in the first 3 months we have almost doubled what we did the entire last year. We are doing classes outside of the building as well. We are trying to get people in compliance by March 1st. In addition to that, Maria Bibish who is a fairly new employee, took it upon herself to start developing level 1 classes in Spanish. It is a great aspect for our department. There are many facilities that will benefit having the training available in their native language. The city of Columbus offers the classes in 3 or 4 different languages. There are not a lot of others that do that.

Administrative Services

Eric stated that Tina Stokes has done a fantastic job not only the fiscal concerns but also in billing. In your packet there is a document that shows where we are in billing. It has been a real concern with the change-over in the AllScripts. You will see the comparison from 2016 to 2017.

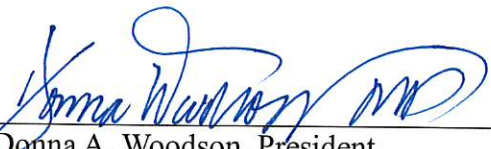
Tina explained the comparison of the first 3 weeks of February compared to January. There has been a significant increase in billable charges. Staff is working hard to keep current on all new billing and get caught up on the items still on the old billing program.

Dr, Woodson presented some items in the news. One highlighted area included Infant Mortality which is one of TLCHD's priorities.

Reminder that the District Advisory Council will be meeting on March 8, 2017.

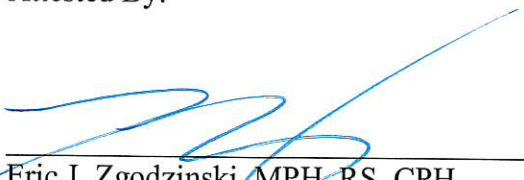
Meeting adjourned.

Signed:



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

Attested By:



Eric J. Zgodzinski, MPH, RS, CPH
Secretary to the Board