

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

**November 16, 2017– 8:30 A.M.**

**I. Swearing in of new Board Members**

Susan Postal was sworn in as a Board of Health Member by Elaine Szuch, Legal Counsel Lucas County Prosecutor Office.

**II. Call to Order and Roll Call**

Dr. Donna Woodson, President, called the meeting to order at 8:40 AM.

A roll call was taken of Board Members for attendance.

*Present:* Fritz Byers, Richard Fernandez, Matthew Heyrman, Perlean Griffin, Ted Kaczorowski, Donald Murray, Susan Postal, Johnathon Ross, MD, Barbara Sarantou, Donna Woodson, MD.

*Absent:* Barbara Conover, Reynald Debroas

**III. Introduction of Guests**

Eric Zgodzinski introduced guests. AFSCME and ONA representatives: Terri Dalton and Cindy McLeod.

*Staff & Others:* Tina Stokes, David Welch, Shannon Lands, Rebecca Anderson, Clark Allen, Brandon Palinski, David Grossman, MD, Clarence Coleman, John Bibish, Lauren Lindstrom (Toledo Blade), KC Kenney (UTMC HHS Student), Ryan Sexton, TPS, Elaine Szuch (legal counsel).

**IV. Additions/Deletions to Agenda**

There were no additions or deletions to the Agenda.

**V. Approval of the October 26, 2017 Board Minutes**

**(Resolution 2017.11.153)** A motion to approve the minutes of the October 26, 2017 Board of Health meeting as presented was made by Ted Kaczorowski and seconded by Dr. Ross. 10 yeas, 0 nays. Motion carried.

**VI. Approval of Payment for October Vouchers**

Ted Kaczorowski, Chair of the Audit/Finance Committee, stated the October vouchers were reviewed by the committee. There are a few items on the report that are reimbursements that are funded requiring no money out of department funds.

**(Resolution 2017.11.154)** A motion was made by Matt Heyrman and seconded by Fritz Byers to approve the payment of the October Vouchers. 10 yeas, 0 nays. Motion carried.

**VII. Legal Update**

Legal Counsel, Elaine Szuch stated she had nothing to report.

**VIII. Environmental Health – 2018 Proposed fees – Third Reading**

Dave Welch presented the 2018 proposed fees for the Third Reading and public hearing.

Dr. Ross asked for a clarification on how these fees are set. Dave Welch and Eric Zgodzinski stated that the cost methodology is set by the Ohio Department of Health for the fees. Matt Heyrman asked if this was properly advertised. Dave Welch stated that it was.

Don Murray stated that the vote to approve the fees will be delayed until the December 21, 2017 Board of Health meeting. The Licensing Council will be meeting to review these fees prior to the vote for approval of the fees.

**(Resolution 2017.11.155)** A motion to open the Public Hearing on the 2018 proposed fees was made by Matt Heyrman and seconded by Fritz Byers. Roll call vote was taken. 10 ayes, 0 nays

There were no members of the public in attendance to discuss the proposed fees.

**(Resolution 2017.11.156)** A motion to close the Public Hearing on the 2018 proposed fees was made by Matt Heyrman and seconded by Fritz Byers. Roll call vote was taken. 10 ayes, 0 nays

#### **IX. Executive Session**

Dr. Woodson asked for a motion to enter into Executive Session for the purpose of discussing employment issues.

**(Resolution 2017.11.157)** A motion was made by Barbara Sarantou and seconded by Donald Murray to enter into Executive Session. A roll call vote was taken. 10 Yeas, 0 Nays. Motion carried

Dr. Woodson asked the Board Members, Dave Welch, Shannon Lands, Clarence Coleman, John Bibish, Tina Stokes, and legal counsel Elaine Szulch to remain. Dr. Woodson excused everyone else from the meeting.

**(Resolution 2017.11.158)** A motion was made by Donald Murray and seconded by Barbara Sarantou to come out of Executive Session. A roll call vote was taken. 10 yeas, 0 nays. Motion carried.

#### **X. Committee Reports**

##### **A. Audit/Finance Committee Report**

Ted Kaczorowski stated that the Audit/Finance Committee met on Tuesday, November 14, 2017 and reviewed the bill schedule. There is nothing out of the ordinary that needs to be brought to our attention.

##### ***General Revenue Fund***

The General Revenue Fund for 2017 has collected 72% or \$4,099,968.25 this represents \$870,602.25 revenue from all General Fund programs and subdivision taxes of \$3,229,366.00. The projected General Revenue Fund for 2017 is \$5,696,205.00 which accounts for all the General fund programs and annual distribution from political subdivisions.

***Special Revenue Fund - Fees***

The special revenue funds have collected 72% or \$1,918,028.91 of the projected \$2,674,828.91 for 2017.

***Special Revenue Fund- Grants***

The special revenue grants have collected 27% or \$4,334,725.40 of projected revenue. The projected revenue for 2016/2017/2018 based on grant awards and contracts is \$16,077,066.21.

***Special Revenue Fund – FQHC***

The special revenue fund FQHC has collected 59% or \$2,641,707.48 of the projected \$4,511,019.00 based on FQHC grant awards.

***Expenditures***

▪ General Revenue Fund;	32%	\$1,701,956.37
▪ Special Revenue Fund – Fees	70%	\$1,882,648.04
▪ Special Revenue Fund – Grants	41%	\$4,603,018.26
▪ Special Revenue Fund – FQHC	72%	\$3,251,539.91

***Grant Funded Programs***

- Total applications in the amount of \$9,620,010 for 2017 were submitted for and the department was awarded \$9,478,968 in funding.
- Total applications in the amount of \$8,672,291 for 2018 were submitted for and the department was awarded \$6,403,800 in funding.

***Pending Grant Applications (11 grant applications)***

1. Household Sewage Treatment Repair/Replacement grant application for \$200,000.
2. Sexually Transmitted Diseases grant application for \$49,568, grant period from January 1, 2018 through December 31, 2018.
3. Tuberculosis Case Reporting grant application for \$22,968, grant period from July 1, 2017 through December 31, 2017.
4. Healthy Homes Awareness Month 2018 grant application for \$10,000, grant period from April 1, 2018 through June 30, 2018.
5. HIV Prevention grant application for \$285,039, grant period from January 1, 2018 through December 31, 2018.
6. Sixty Plus Clinic, grant application for \$95,472, grant period from January 1, 2018 through December 31, 2018.
7. Testing Initiative for People Who Inject Drugs (PWID) grant application for \$1,907, grant period from October 1, 2017 through September 30, 2018.
8. Supportive Pregnancy Care grant application for \$5,000, grant period from May 1, 2017 through June 30, 2018.
9. Community Health Improvement Plan Project grant application for \$12,500 grant period from November 15, 2017 through May 31, 2018.
10. Developing Healthy Places grant application for \$524,000 grant period from January 1, 2018 through December 31, 2019.
11. Project DAWN Program Expansion, grant application for \$14,250, grant period from December 1, 2017 through June 14, 2019.

***Contracts – Review*** There are 15 contracts in the month of October 2017:

1. Mental Health and Recovery Services Board (MHRSB) of Lucas County is a revenue contract for \$90,000 to dispense Naloxone and associated atomizers, provide education to the recipients of the Naloxone, to bill insurance and balance bill MHRSB, and to participate in joint advertising campaign funded by MHRSB. Contract period from July 1, 2017 through June 30, 2018.
2. Family Service of Northwest Ohio is a disbursement contract for \$81,317 for LISW services, employee mileage reimbursement, cell phone usage fees, and SBIT training. Contract period from December 1, 2017 through December 31, 2018.
3. Criminal Justice Coordinating Council is a disbursement contract for \$615 and is an annual cost to access NORIS applications for the purpose of personal identification for orders and litigation. Contract period is from January 1, 2018 through December 31, 2018.
4. Various Property Owners is a contract for release of real property from the restrictive covenant from former HUD Lead-based paint hazard control program. Property owner will pay Recorder's fee.
5. Triversified, LLC is a disbursement contract for \$14,400 to invoke the automatic renewal clause for an additional one year period on the same terms and conditions (including rent for storage facility), unless 30-day written notice for termination is provided. Contract period is from January 1, 2018 through December 31, 2018.
6. ProMedica Toledo Hospital is a disbursement contract for \$45,760 to provide a maximum of sixteen hours weekly of Certified Nurse Midwife's services at clinics (rate of \$55 per hour). Agreement will automatically renew for one year term on 01/01/18, unless 30-day written notice to terminate is provided. Contract period is from January 1, 2018 through December 31, 2018.
7. The University of Toledo is an agreement to provide supervised access to direct patient care of medical students of the University's College of Medicine and Life Sciences. Agreement will automatically renew for one year term, unless 180-day written notice to terminate is provided. Contract period is from May 26, 2017 through May 28, 2018.

#### **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 October 2017 in the ordinary course of business. The total transfer is \$31,204.49, consisting of changes in various expense categories.

**(Resolution 2017.11.159)** A motion was made by Matt Heyrman and seconded by Fritz Byers to approve the Transfers of Appropriations in the amount of \$31,204.49 for the month of October. 10 yeas, 0 nays. Motion carried

A Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriation for the month of October 2017 in the amount of \$28,484.24. This represents new revenue estimate and appropriation for Health Eyes Healthy Children Grant, FY18 Maternal and Child Health, Creating Healthy Communities BASE, Creating Healthy Communities DELIVERABLES, MOD Supportive Pregnancy, and ODH Tobacco Cessation Initiative and a decrease in revenue estimate and appropriation for 2016 Minority Health Month, MHM 2017, HCNO Infant Mortality Hot Spot, HUD Lead Hazard Control, 2017 Child Health, 2016 HIV Prevention, and ODH Tobacco Environmental Policy.

**(Resolution 2017.11.160)** A motion was made by Barbara Sarantou and seconded by Fritz Byers to approve the changes in Revenue Estimates and Expense Appropriations in the amount of \$28,484.24 for the month of October. 10 yeas, 0 nays. Motion carried.

**FQHC Report**

For October 2017 the receipts were \$309,091.80 and expenses were \$415,203.04 for a net loss of \$106,111.24

**(Resolution 2017.11.161)** A motion was made by Dr. Jonathan Ross and seconded by Perlean Griffin to approve the Audit/Finance Committee report. 10 yeas, 0 nays. Motion carried.

**B. Personnel Committee**

Eric Zgodzinski reported that we did not have a Personnel Committee Report due to some personal issues with a board member.

1. Job Description Approval: The Tobacco Cessation Grant provides us the ability to hire a Program Coordinator and two Health Educators. This is a three year, approximately \$300,000 per year, non-match grant to look at tobacco cessation. This will be under Health Promotion and Policy Integration Director.

**(Resolution 2017.11.162)** A motion was made by Dr. Ross and seconded by Ted Kaczorowski to approve the Job Descriptions for the Program Coordinator and Health Educator positions. 10 yeas, 0 nays. Motion carried.

2. New Hire – Clerk 1 Environmental Health: This position is for the front desk Clerk 1 position. The clerk from that position was moved into the Lead Program with the funding from the City of Toledo for the Lead Safe Ordinance. The candidate for this position comes with great recommendations from her references and has passed the required tests.

**(Resolution 2017.11.163)** A motion was made by Ted Kaczorowski and seconded by Fritz Byers to approve fill the Clerk I position. 10 yeas, 0 nays. Motion carried.

3. Human Resources: From last month's Board of Health meeting, Eric was tasked to contact the Lucas County Human Resources Office to look into the possibility of obtaining immediate HR assistance with a short-term contract for HR service with the possibility of a long-term contract. A contract was received relative to the long-term proposal and an hourly wage for a short-term proposal. Jim Walters, LC Prosecutor is reviewing the contract. Eric stated that several months ago when we approached the County, this the amount was going to be about \$50,000. The price tag now in the contract is about \$90,000. Dr. Woodson asked to find out how this amount was almost doubled.

In the contract the Human Resources (HR) support is supplied by the County and the building is supplied by the City. We are in need of a full-time HR position.

The County was originally expecting us to cover the salary but now the position includes benefits. Eric will discuss this and attempt to get it reduced.

Matt Heyrman stated that he has had a discussion with Commissioner Tina Skeldon-Wozinak about this and she stated that the County would be willing to provide the services for the base hourly wage of the HR person which is \$55,000 per year for one or two months to see if these are the services we need. If we want to go to a long term solution then the perspective is that we would pay the full cost of the individual.

Dr. Ross reminded that the Board that it previously gave Eric the authority to enter into a contract with the County on a short-term basis. If we go ahead and do that then we have the ability to go further with a long-term contract if we are happy with the services provided.

Eric is meeting with Jim Walter on Monday to look over the contract. Hopefully, in a short amount of time we will have something that is advantageous to both us and the County.

**(Resolution 2017.11.164)** A motion was made by Ted Kaczorowski and seconded by Fritz Byers accept the Personnel Committee Report. 10 yeas, 0 nays. Motion carried.

#### **C. Environmental Health Committee Report**

The Environmental Health Committee met this morning and had three items on the agenda to discuss.

1. Proposed 2018 fees, which have already been addressed earlier in the meeting.
2. Septic system variance: Property in Sylvania Township near Whiteford Center Road. This lot's size does not allow for a septic system to meet the hydraulic linear loading rate for the property. The variance is being requested that two 40' trenches instead of one 90' trench be installed. Typical set back is 10' but for this case we will drop it back to 5'. This is something we have done in the past and will be looking at in the future due to the small lot sizes in this area. It is the recommendation of the committee that we grant this variance.

Dr. Ross asked if there are any environmental consequences of these changes in terms of water run-off or pollution. Don Murray stated that when the field fails we need to accommodate instead of condemning the house and not have it occupied. This is the most economical and accommodating solution to allow occupancy of the house. Dr. Ross asked if the Township needs to start looking at putting sewers in the area. Dave mentioned that we are going to have discussions with the Township in the near future because we are seeing more and more of these issues.

**(Resolution 2017.11.165)** A motion was made by Barbara Sarantou and seconded by Fritz Byers approve the variance. 10 yeas, 0 nays. Motion carried.

3. The Environmental Health Committee would like to give the Health Commissioner the authority to release the properties from the Restrictive Covenant. The TLCHD had HUD grant that provided for home owners for the lead based paint control program. As part of the requirement of the grant to the home owners, the owners had to sign a restrictive covenant not to sell their homes for a period of three years. Those properties are now coming up on the three year anniversary and they are requesting a release from the restrictive covenant after the three year period expires. There are two property owners requesting the release. This is not a general coverage, this is only for those who have requested it at this time. They have to take the initiative to be released from this.

Fritz Byers asked that if we are at the end of the three year period, wouldn't the covenant just disappear. Dave Welch stated that one of the attorneys for one of the properties wanted something in writing. We talked with our prosecutors and they said this would be the way to satisfy this. We have had a form approved by the prosecutor to use for this purpose. Mr. Byers said that if this is just a technicality and they want us to formally acknowledge that the covenant has expired then we therefore have no concern.

**(Resolution 2017.11.166)** A motion was made by Fritz Byers and seconded by Dr. Ross to give the Health Commissioner of the TLCHD the authority to release the real properties from the Restrictive Covenant of the Lead Based Paint Hazard Control Program through HUD after the three year period has been completed. A Roll Call vote was taken. 10 yeas, 0 nays. Motion carried.

**(Resolution 2017.11.167)** A motion was made by Matt Heyrman and seconded by Dr. Ross accept the Environmental Health Committee Report. 10 yeas, 0 nays. Motion carried.

**D. Facility Committee - No report**

**E. Co-Applicant Committee – No report**

**F. Legislative Committee**

- a. Issue 2 did not pass in the State of Ohio.
- b. Regarding Environmental Health, Joshua Niese, Lead Program Supervisor, serves as a District Elect representative with the Ohio Environmental Health Association (OEHA) Board. This board deals with environmental issues and legislation and also works with lobbyists for OEHA. We will be bringing more environmental legislative issues to our board's knowledge over the next few months.
- c. Today some of our staff members are going in front of the Toledo City Council to present the Tobacco 21 (T-21) program. Shannon reported: we have staff working closely with the University of Toledo on T-21. This initiative is working on raising the age of tobacco sales from 18 to 21 years. This includes smokeless products and vaping. We will be meeting with the City of Toledo Neighborhood and Community Health Committee this afternoon. We have been preparing for this meeting for some time and have reached out to City Council members, local townships and cities in Lucas County. No one else in the community or county is

willing to do anything until Toledo makes a move. We have a very solid presentation prepared.

Dr. Woodson stated that Mayor Carr in Maumee was very interested in this program about a year ago. He brought information to their council meeting but it did not pass. Maybe we can now bring this to Maumee for support.

Matt Heyrman asked if the City of Sylvania was approached about this. Shannon stated that Lindsay Rodenhauser (Tobacco Prevention Coordinator) did approach them. She said that a lot of individuals in the community really don't want to do anything until Toledo takes this on; our staff has done a lot of research and have a very nice packet prepared with statistics and background literature from other cities in the country which have pursued this legislations.

Matt Heyrman asked to clarify if local municipalities, by home rule, have the ability to legislate this so that in their city you must be above 21. This is allowed by Ohio law. Ohio, as a state then must also have the ability to do this statewide.

Eric stated that people are asking why the Lead Ordinance is not county-wide. We will be approaching the cities and the District Advisory Council. We will put a plan in place to make this county wide. The cities need to pass this and then the rest of the county.

Matt Heyrman said that he would like to serve on Legislative Committee, as he is very interested.

Dr. Ross asked if other departments have passed this. Shannon stated that Columbus has. We have been in contact with the City of Columbus on what they are doing, how they are enforcing it and learning from them.

Matt Heyrman asked if the Board of Health has already endorsed and support T-21. Dr. Ross asked if we have the ability to add taxes to tobacco on a local level. Shannon stated that we had discussed increasing their permit fee for selling tobacco products but found that we could not do that.

## **XI. Prior Business**

### **A. Public Health Accreditation Board (PHAB)/Strategic Planning**

- a. Brandon presented information on Domain 12 for Public Health Accreditation. This is the domain that covers the board and governance.
- b. Documents were distributed to the board members detailing the Domain 12.
- c. Brandon explained the process of developing the Domains, Standards and Measures.
- d. Currently of the 118 health departments in Ohio, 18 have been accredited. All of the departments must be accredited by 2020. Ohio is the only state that has mandated accreditation. It is voluntary nationally and other states are seeing how it progresses in Ohio before deciding to mandate it.
- e. The Accreditation Board meets once a quarter to approve health departments which have met the standards. We anticipate we will have our decision in June of 2018.

- f. In August of 2016 Brandon attended training on the accreditation process. Our department was given one year to submit our documentation. All documentation was submitted in August 2017 and the completeness review from our accreditation specialist has been received. There were a few measures where our specialist felt the documentation submitted was outside PHAB's scope, or had other simple errors such as missing signatures.
- g. The site visitors always come from states other than our own. The team selected for TLCHD are from Arizona, Kentucky and Georgia. They are currently reviewing our documentation. We are now in a 10 -12 week period where we will not hear feedback from PHAB while our site visitors are reviewing. However, they may have additional requests for documentation or clarification after a period of time.
- h. Our site visit is currently set for mid-April. The Board will have a part in that.
- i. Domain 12: *Maintain Capacity to Engage the Public Health Governing Entity*  
This focuses on how the health department engages with our Board to strengthen our public health infrastructure to make sure our programs are running smoothly.
- j. There are three standards:
  - i. Standard 12.1: Maintain current operational definitions and statements of the Public health roles, responsibilities and authorities.
  - ii. Standard 12.2: Provide information to the Governing Entity regarding public health and the official responsibilities of the health department and the governing entity.
  - iii. Standard 12.3: Encourage the Governing Entity's engagement in the public health department's overall obligations and responsibilities.
- k. The Board of Health site visit interview will last approximately an hour. This will include 4 – 6 board members to remain below quorum. The board can decide which members are selected to attend that interview. A list of possible questions that may be asked were distributed to the board members.
- l. Dr. Ross asked what the board members can do to be prepared to be interviewed. Review the Strategic Plan and other documents. Brandon will work with Eric and the board members to provide more information that may be covered.
- m. There will be a mock site visit in late February/early March. There will be two individuals who come from accredited health departments who are also PHAB site visitors. They can provide a good idea of items that may need more in-depth explanation or to be focused on during our site visit. They will look at all 12 domains. Dr. Ross asked if, in the future, PHAB site reviewers can just show up on a surprise inspection like with hospital accreditation. Brandon Palinski stated that currently that is not how public health accreditation is structured. PHAB Accreditation is a five year accreditation and annual reports need to be submitted on how we are doing and what we are working on. Some of the standards and measures need to be updated more frequently than a five year cycle so they will be continuously focused on for compliance. Dr. Ross asked what kind of support we can get from Columbus given it is a mandate. Brandon stated that we have gotten some support with focus on training and technical support. We are beyond a lot of the stages where we would require some of the technical assistance available. Brandon was trained to be peer coach on establishing a performance management system and also presented a workshop in June to other health departments in conjunction with the Ohio State University. Dr. Ross asked what backups or plans in place should Brandon become unavailable. Brandon stated

that we have Domain Champions have been assigned to understand their domain and the documentation submitted. Most are supervisors and they each have back-ups who have been tasked with the same understanding. There is quite a bit of staff involvement in this process.

Dr. Woodson asked Brandon to share how long we have been in the process prior to it becoming mandatory. Brandon stated that he was hired in this role in the fall of 2013 and the full mandate came around 2015. There are a lot of agency culture issues that we are working to improve in terms of quality improvement. Staff members are beginning to understand that they can actually change how things are run if they have a better idea or a solution that may work. This has been a long and ongoing process in getting everyone on board.

The cost to our department when we applied was \$31,800 for five year accreditation. This is being paid over three years. The first two installments have been made. After the first cycle of five years there will be an annual fee which is currently \$8,500. For Board Members that wish to seek additional information on the accreditation process, there is an online orientation on PHAB's website which Brandon will share with the Board Members to review.

Barb Sarantou wanted to state that, as the Chairperson of the Strategic Plan Committee, she wants to recognize the amount of work that Brandon has put in, and that everything is perfect when he gives it to us. The input from other staff members has been great. Eric was thinking ahead, years ago, before they even required accreditation, that we should begin the process. She stated she does not understand how the Task Force thought that we did not have a strategic plan or PHAB in process, but we have been working on it for years. Brandon has done a fantastic job.

## **XII. Pending Business**

### **A. FQHC Update – Rebecca Anderson**

#### **1. Health Center Key Accomplishments**

- i. Total funding for this budget period: \$964,838
- ii. Have made progress on the Alternative Payment Method. We bill Medicaid and the difference we should have gotten is reimbursed. Should hear back from Medicaid tomorrow.
- iii. Contract negotiations are going on with Family Services of NW Ohio for LISW. They may be merging with Unison in the near future.
- iv. Dental Department has working with Oral Health Improvement initiative. Staff went to Chicago for training to look at improving their practice.
- v. Timely closing of charts improvement. Clinical training was provided.
- vi. WLCC Nurse Practitioner attended a Trunk or Treat event in that neighborhood.
- vii. Outreach and Enrollment staff is working with the County to increase residents with insurance.
- viii. Federal Financial Report was submitted.
- ix. Medicaid Cost Report will be submitted for Alternative Payment Method next week.

### **B. Current Challenges/Concerns.**

1. Working to approve Pathways contract to begin participation for Outreach and Enrollment staff.
  2. Improving our Medicaid Administrative Claiming (MAC) return and Alternative Payment Method submission.
- C. Staffing:
1. WLCC Medical Assistant is on leave at this time. Currently working on covering 3 positions.
  2. Planning on our Pediatric RN will be off on maternity leave in January, who will be off for three months.
- D. Scope of Project:
1. Current encounter numbers for October were 3,110 (includes shots)
  2. Active Conditions: \$175,000 for LISW and IT upgrades which was supplemental funding. Revised budget was submitted and approved.
  3. Flu Fit Program will be on December 5<sup>th</sup>. Currently mailing to qualifying patients to invite them to come in for the program.
  4. Supportive Pregnancy Care, which is an ongoing group pregnancy sessions, will start in December with a baby shower. This is an initiative to decrease infant mortality, especially in the African American population.

Richard Fernandez asked in regards to the Outreach and Enrollment events how the outcomes are measured. Rebecca stated that we keep statistics and have followed those who got Medicaid. Those patients are tracked through the process. This is reported back to the FQHC grant reports.

Richard Fernandez asked with general outreach programs, do we know when we are bringing in patients from those events. We have done surveys in the past by asking at the front desk how the patient heard of the services at the health department.

Rebecca asked if the nursing position was discussed and approved to switch from a Medical Assistant to Nurse. Matt Heyrman stated that it was discussed but was decided to hold off on that for another month as the board evaluated the need.

Dr. Ross brought up that he was looking at numbers on the report. The Dental Sealant program is billing \$300,000 worth of efforts and receiving \$38,000 of reimbursement. Rebecca stated that a lot of the training in Chicago was regarding Dental Sealant. A large portion is in the administrative account and not distributed to the different clinics.

Dr. Woodson stated that the Dental Clinic and Vision Clinics are two stand out programs that serve the public. They have amazing, ongoing benefits for the children in our community.

#### E. Division Reports

1. Health Promotion/Policy Integration (Shannon Lands)
  - i. The Policy of Healthy Vending was presented for approval. The vending machines in our building are already set up for healthy vending. The machines contain at least 50% healthy foods. Matt Heyrman asked if the drinks could be at 100% no sugar. It was stated that this might be an eventual goal from the starting point in the policy.

**(Resolution 2017.11.168)** A motion was made by Matt Heyrman and seconded by Dr. Ross approve the policy as written with the goal of having further discussion towards 100% on the beverage standard policy in the next year. 10 yeas, 0 nays. Motion carried.

- ii. Last month we held a continuing medical education on lead poisoning and prevention and testing of children in our community at the Toledo Club. We worked closely with Dr. Fran Rogalski who is on staff at the Toledo Hospital. Dr. Rogalski developed a presentation along with Gloria Smith, Lead Nurse investigator and Vaughn Jackson, Environmental Supervisor (previously Lead Risk Assessor), who did a lot of our assessments and LaTasha McDonald, Lead Risk Assessor. We are very proud of the presentation that was given to the residents, nurses, attend doctors, pediatricians, and hospital leaders. Dr. Rogalski presented first, followed by our staff on their duties and processes and the purpose of the program.
- iii. Staff have been required to attend mandatory training on workplace respect and customer service. The training is provided by Brian Cunningham from Lucas County. All staff is required to attend these trainings, held in November and December.
- iv. The Food Safety program is now offering Level I food safety training in Spanish. A press release was sent out and was promoted in the Blade. The first session was scheduled yesterday, however, there was no one registered for this class. Tony Gefos from Channel 13 is doing an interview today on the importance of providing bi-lingual food safety classes in our community. Hopefully that will stir interest for those who need training in other languages.
- v. The Employee Retreat will be on February 16, 2018 at the University of Toledo Health Science Campus in the Mulford Library, I-Care training center from 8:00 – 4:30. This invitation is also extended to the Board Members.

2. Health Services (Clark Allen – WIC Director)

- i. WIC continues to provide educational and intern opportunities to those in our community. Currently we have an intern who is completing her internship for her International Board Certified Lactation Consultant (IBCLC).

There is currently a resident from Rocket Peds spending time with Gloria Shortridge in breastfeeding. Whenever we have the opportunity to have interns or medical residents we try to encourage them to remember our WIC services when they encounter children.

Clark Allen and Gloria Shortridge are meeting with representatives from the City of Toledo regarding Breastfeeding Awareness Month health-walk decals we are trying to get in place on sidewalks around the downtown area. It will be a 0.6 mile walking path with decals that have breastfeeding promotion and a personnel health fitness message. TLCHD's logo will be on the decal.

As part of the Health and Wellness committee here at the department, which is part of the strategic plan, a staff survey will be distributed in regards to personnel fitness and wellness. We will be promoting walking groups.

- ii. Shots 4 Tots has administered over 7000 vaccines year-to-date.
  - iii. December 15 will be the Annual Staff Holiday Party at Caper's. An invitation will be sent out to the board members once everything is finalized. Dr. Woodson stated that this is a great way to meet the staff and mingle with them.
3. Environmental and Community Health (Dave Welch)
- i. Update of the lead program progress was distributed. There are 826 properties that are currently listed as lead safe. There are 12,500 in phase I. The deadline is June 30, 2018. There is a lawsuit filed against the City of Toledo and TLCHD regarding the constitutionality of the Lead Ordinance. Many of the landlords are waiting to see the outcome.

Dave stated that we cannot do any enforcement until after the June 30, 2018 deadline. What we have done in regards to the Ohio Department of Health Lead Program is to take those who have not complied to court. There are six properties that were taken to court. These were reported in the Blade and on TV. This demonstrates to the landlords that we are willing to take them to court if they don't comply. If they wait too long and there are not be enough inspectors to get them all completed prior to the deadline, those properties will still be in violation of the law. There are 60 – 70 properties that are pending at this time and will bring them to court if they don't comply.

- ii. Dr. Ross asked about the Hep A outbreak in Michigan and if we are planning for a potential outbreak here. Eric stated that we have already been before the news last week talking to the community about the Hep A issue in Michigan which has been going on for over a year. We have not seen any evidence of an uptick in Hep A here so we continue to monitor the issue and inform the public and the hospitals of what is going on. We have a very robust epidemiology office that continues to build relationships both in Michigan and locally to make sure the information gets out.  
We have vaccine available as part of our Disaster Planning.

4. Administrative Services (Tina Stokes)

- i. *Developing Healthy Places* was a grant that was an extension of the PICH grant that ended. This piggybacked on the Kellogg foundation grant that we did not receive which was a two part grant. We never received notification that they accepted our Letter of Intent.

Eric stated that over the past several month's corner stores and nutrition issues and access to food is a huge concern for our community and is in our strategic plan. This is something that we would want to pursue. In talking with Kelly and her staff, the Healthy Corner Store grant has run out and they are urged to find another source of funding, if possible. The Kellogg Grant was a legitimate grant that we did submit. Unfortunately when you submit to a Foundation it is an abridged version of applying for an ODH or CDC grant.

### **XIII. Health Commissioner's Comments**

1. Dialogue for Change continues. We are currently in the 4<sup>th</sup> session. Ted attended group 3. There are six sessions that are two hours each. Richard and Matt are participating in session 4. This has been exciting to see the staff sit down and discuss cultural issues and the things that are pertinent to making this department and community better. It is good to see how the course has changed and become more fluent in the issues inside this department.
2. As discussed, in regards to infectious diseases, next month we will have our epidemiologists come in and give an update about what they do and how they do it, specifically regarding Hep A. We have two exceptional epidemiologists. We have great capabilities in this department that other health departments don't have.
3. A monthly report will be submitted to the board regarding infectious disease to give a highlight of what is going on. Currently we are dealing with an elevated number of cases of cryptosporidium over the last year. We have not found commonalities between these cases and have asked ODH for help.

Comments: Dr. Woodson stated that she is working on a learning module for the freshmen medical students about population health. They need to know the importance of Public Health/Population Health.

Dr. Ross stated that in terms of epidemiology we have both of our large health systems in Toledo under the same electronic health records. Wondering if there is some coordination between them in terms of looking at diagnoses popping up in the EHR and coordinating that with our health department efforts. They should be able to tell you how many cases of cryptosporidium they have identified within the system. This data base should be able to tell us what we should be looking at and our epidemiologists can work with them on what could be red flags. Dr. Woodson stated that the application could be for all members of the medical community to report plus our Epidemiologists. It has only been recently that there has been communication between the two hospital systems within this community.

Eric stated that one thing we have is direct communication with the Infectious Control Practitioners at each of the hospitals on a routine basis. If something happens we are notified immediately because of those relationships that have been built. There is a process in place that is pretty robust to get information to us and back to them. Epidemiology is one of the most exciting thing that we do. The presentation next month will shed a lot of light on how they do it.

### **XIV. Other Items and Public Health in the News**

1. Dr. Woodson stated that she has just returned from the AMA Interim Meeting. She is on a review committee for Public Health in the Great Lakes State's Region. One major thing that was brought up was naloxone. We have been greatly involved in this in our community. Jerry Kerr has done a great job. He traveled with a group from the Medical College to go to a large Medical Symposium in Chicago. There are some people in this community who do not want naloxone around because they don't think there is enough evidence on it yet. One presentation discussed AED boxes in public places to put naloxone.

2. Another important item is one that Dr. Rega has been talking about "Stop the Bleed". This would train people on how to use a tourniquet. Looking back at what happened in Las Vegas where so many of the injuries had created critical injuries because of the uncontrolled bleeding. Any citizen can learn how to do that. Another idea was to also put tourniquets in the AED boxes.
3. Reminder that the retreat on Saturday. It is at the Medical College Campus in the Simulation Center at 8:30 AM.

**XV. Next Meeting Dates:**

**December 21, 2017**

**January 25, 2018**

**February 22, 2018**

**XVI. Adjournment:**

**(Resolution 201711.169)** A motion to adjourn was made at by Ted Kaczorowski and seconded by Perlean Griffin 12:02PM. Motion carried.

**Signed:**



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

*12/21/2017*

**Date**

**Attested By:**



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

*12-21-17*

**Date**