

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Department of Operations Center (DOC) #254
September 27, 2018– 8:30 A.M.

I. Call to Order and Roll Call

Dr. Donna Woodson, President, called the meeting to order at 8:36 AM.

A roll call was taken of Board Members for attendance.

Present: Fritz Byers, Richard Fernandez, DPT, Perlean Griffin, Matthew Heyrman, Ted Kaczorowski, Susan Postal, Johnathon Ross, MD (Barbara Conover arrived at 8:43 AM)

Donna Woodson, MD.

Excused: Barbara Sarantou & Donald Murray

Absent: Reynald Debroas

II. Introduction of Guests

Dr. Woodson introduced guests: UTMC Population and Public Health Elective, 4th year Medical Students: Daiva Gerber and Ryan O'Connell.

Shannon Lands introduced intern, Alyssa Lubrano who is working in Health Promotion and Policy Integration Division.

Eric Zgodzinski introduced other guests: Blade reporter Lauren Lindstrom, AFSCME and ONA representatives: Nathan Fries and Cindy McLeod.

Staff & Others: Eric Zgodzinski, Tina Stokes, David Welch, Shannon Lands, Kelly Burkholder-Allen, Barry Gordon, David Grossman, MD, Brandon Palinski, Beth Williams, Alice Dargartz, Legal Counsel: Kevin Pituch

III. Additions/Deletions to Agenda

There were no changes to the Agenda.

IV. Approval of the August 23, 2018 BOH Minutes

(Resolution 2018.09.105) A motion was made by Ted Kaczorowski and seconded by Susan Postal to approve the minutes of the August 23, 2018 Board of Health meeting. Motion carried. 8 yeas, 0 nays.

V. Approval of Payment for August 2018 Vouchers

Ted Kaczorowski reported that the August, 2018 vouchers were reviewed at the Monday, September, 17, 2018 meeting of the Audit/Finance Committee. There is nothing out of the ordinary that needs attention, according to the chairman.

(Resolution 2018. 09.106) A motion was made by Fritz Byers and seconded by Perlean Griffin to approve the August, 2018 vouchers. Motion carried. 8 yeas, 0 nays.

VI. Legal Update

Kevin Pituch stated that he would give his comments during the Executive Session.

VII. Executive Session

(Resolution 2018.09.107) A motion was made by Johnathon Ross, MD and seconded by Ted Kaczorowski to enter into Executive Session for the purpose of compensation and condition of employment as well as pending litigation at 8:42 AM. Roll Call vote was taken. Motion Carried, 8 Yeas, 0 Nays.

(Barbara Conover arrived at 8:43AM)

(Resolution 2018.09.108) A motion was made by Johnathon Ross, MD and seconded by Ted Kaczorowski to return from Executive Session at 9:05 AM. Roll Call vote was taken. Motion Carried, 9 Yeas, 0 Nays.

VIII. Prior Business

A. Strategic Planning – Richard Fernandez, DPT asked if in the future we could have an update of the Strategic Plan available during Board meetings. Dr. Ross suggested having a one-page document in our packets as we have discussions to be able to refer to see where it fits. Dr. Woodson mentioned that there will be changes with the absence of the FQHC. The changes are truly dramatic as we are looking towards the future, especially in regards to population health.

Brandon Palinski reported that we received notification from the PHAB in August. There are a few key areas that they want us to put more work into and improve before they can give us the final decision as to if we will be accredited. Our PHAB team has looked through everything we need to address and the team is working on our next steps. A more detailed report will be given to the board as the plan of action is developed. Barbara Conover asked if the plan of action is due by a specific date. Brandon stated that it will be due within 90 days of the date we were informed, which is by the end of November. Brandon created a flow chart to help us walk through the process and what our responsibilities are in regards to PHAB. This was shared with our PHAB Specialist to see if anything was missed. PHAB liked it so much that they want to adopt it as their formal document to share with other departments going through the same process. Because they keep the status of every department that applies for accreditation confidential until they are awarded an accredited status, credit for the document will initially state “Adopted with permission from a department in process”. Once we are accredited that message will change to “Adopted with permission from the Toledo-Lucas County Health Department.” Dr. Woodson stated that this shows real leadership and thanked Brandon for the document. Ted Kaczorowski asked how quickly PHAB will move on this plan. Brandon stated that once they review our plan of action we will have up to one year to complete everything we have written into it. Brandon added that this is a very common pathway for health department's seeking national public health accreditation. Presently, about 40% of all departments who apply for accreditation go on to having an action plan.

B. New Business

A. Dave Welch stated that this is the second reading of the Environmental Health Proposed Fees for 2019. The Public Hearing and the final reading of the proposed fees will be at the October 27, 2019 Board of Health Meeting. Letters will be sent to the facilities this week to inform them of the proposed fees and public hearing and a posting will be in The Blade and on our website.

IX. Committee Reports

A. Audit/Finance Committee Report

Ted Kaczorowski stated that the Audit/Finance Committee met on Monday, September 17, 2018. The packet provided includes all of the financial data that was reviewed by the Audit-Finance Committee. This information was sent to all Board Members via email prior to this meeting for review.

General Revenue:	Collected 81% and expended 26%
Special Revenue:	Collected 67% and expended 55%
Special Revenue Fund – Grants:	Collected 24% and expended 26%
Special Revenue Fund – FQHC:	Collected 86% and expended 72%

Update - Grant Funded Programs

- 2018: Total applications of \$7,201,287 and awarded \$7,021,502
- 2019: Total applications of \$10,351,030 and awarded \$3,233,597.
- Three notice of award totaling \$811,225
- Pending grant applications = 9
- Contracts submitted for approval: 14
- The contract regarding Aprima will be discussed in more detail later in the meeting.

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 August 2018 in the ordinary course of business. Total transfer is \$38,035.84 consisting of changes in various expense categories.

(Resolution 2018.09.109) A motion was made by Barbara Conover and seconded by Johnathon Ross, MD to approve the Transfers of Appropriations for the month of July, 2018 in the amount of \$38,035.84. Motion carried. 9 yeas, 0 nays.

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of August 2018 in the amount of \$279,646.12 for Revenue Estimates and Expense Appropriations.

(Resolution 2018. 09.110) A motion was made by Barbara Conover and seconded by Susan Postal to approve the changes in Revenue Estimates and Expense Appropriations for the month of August 2018 in the amount of \$279,646.12. Motion carried. 9 yeas, 0 nays.

A Board of Health Resolution is required to authorize the Fiscal Officer to transfer residual funds totaling \$13,155.18 from the Special Revenue Grant fund to the Administration Department of the General Fund and to classify the transferred funds as unrestricted.

(Resolution 2018.09.111) A motion was made by Matthew Heyrman and seconded by Johnathon Ross, MD to approve the Fiscal Officer to transfer residual funds totaling \$13,155.18 from the Special Revenue Grant fund to the Administration Department of the General Fund and to classify the transferred funds as unrestricted.

Aprima Agreement – Eric Zgodzinski stated that we have been looking at a new EHR system for the past six months, with the understanding that Allscripts and CMHB contracts would be

ending. Staff researched several EHR systems. The staff involved were from IT, end users, billing, etc. This group indicated that this is the best option. We looked at the cost and if there are any savings relative to Aprima and the other system we currently use. Staff desires to have a system that actually works and they are comfortable using. Aprima was that choice. There were ten reference calls made by our staff along with three site visits. This was not something we just decided to go with without really digging into what Aprima could provide.

Eric stated that we are working through some contract language at this time which should be completed soon. Kevin Pituch stated that with most private companies they insist that you indemnify in case something goes wrong. However, by law, any county agency is prohibited from doing this. Usually it works out that we agree to be responsible for whatever we cause and they are responsible for whatever they cause. That is ultimately what will probably happen here.

Tina Stokes referred to the Software License Term Service Agreement which is the updated version with the exception of the paragraph in question on page 4, section 14B. This is an updated version of what was sent out the BOH members earlier with changes highlighted. The section that our attorneys are working on is on page 3 and is also highlighted.

Eric asked if we could have a motion to enter into a contract with Aprima with the caveat that the contract will be approved by the Prosecutors before we enter into the contract.

Dr. Woodson stated that she was involved in a conference call with Eric and some staff. This was very helpful. Dr. Woodson did ask for two additional references to be contacted and this was done.

Ted stated that research has been done and it was discussed in Audit/Finance where additional questions were asked and answered. Information was also gathered from third party individuals. Ted asked if there is an out-clause for this if we need one. There is a 60 day termination clause in the agreement.

(Resolution 2018.09.112) A motion was made by Fritz Byers and seconded by Dr. Johnathon Ross to authorize Eric Zgodzinski or his designee to execute this agreement once he receives legal advice from Kevin Pituch and constitutional province regarding the indemnity or other issues are resolved by Council's satisfaction. Roll call vote was taken. Motion carried. 9 yeas, 0 nays

(Resolution 2018.09.113) A motion was made by Perlean Griffin and seconded by Richard Fernandez, DPT to approve the Audit/Finance Committee Report in its entirety. Motion carried. 9 yeas, 0 nays

B. Personnel Committee Report

Perlean Griffin stated the Personnel Committee met last week and reviewed the contract for Dr. David Grossman.

(Resolution 2018.09.114) A motion was made by Perlean Griffin and seconded by Johnathon Ross, MD to enter into a service contract with Dr. Grossman as presented. There was no further discussion. Roll call vote was taken. Motion carried. 9 yeas, 0 nays.

AFSCME Agreement was discussed. This agreement has been reviewed and there are no issues with it. There are approximately 80 employees who are AFSCME members.

Barry Gordon reported: An agreement was reached with AFSCME regarding the Supreme Court decision in the Janus v AFSCME Case. This agreement has a procedure in place if an employee comes to us and requests to not be a part of the union anymore we are to refer them back to AFSCME. At this point the union will have the opportunity to share with the employee. The second part is, if they still don't want to be part of the union, they have to come back to TLCHD in writing and then we would immediately terminate the deduction of the union dues. The union then has the opportunity to grieve that situation. This is a national movement for AFSCME. They could potentially lose a lot of revenue.

Matt Heyrman asked if this move would affect any bumping rights. The answer to that is not, it will not affect bumping rights. The employee will still have union representation. Nate Fries stated that this agreement eliminates the employee's fair share they pay. Everything else is still in force. Matt asked if the prosecutor's office has any brief written on this. TLCHD is the first agency that has made an agreement like this in the county. Others departments are coming in the future.

Dr. Woodson thanked Nate Fries for being a great part of the relationship we have with his union. Matt Heyrman asked if there is a copy of the agreement in the packet. It is a part of the Personnel Committee Report but Barry Gordon said that he would provide copies.

Staff Changes:

Perlean Griffin stated that Human Resources Director along with Personnel will take a more proactive approach with new employees. When new employees come they will receive some up-front training. This will include their responsibilities as an employee and to better understand the policies we have in place that affect them. Barry will be scheduling training for new employees. This will give the employee the opportunity to ask questions about the things that affect them. The employees will receive an employee handbook which are currently being developed.

There are two new employees this month:

Sheena Barns, Community Health Worker, stated 9/10/18, Salary \$13.49/hr.

CoDale Cook, Program Coordinator in the OEI program, started 9/19/18. Salary \$24.23/hr.

OEI is the Ohio Equity Institute grant which focuses on Getting to 1. This looks specifically at the infant mortality rates, especially in those of African American and other minority babies. This funding provides for an epidemiologist who looks at data and a comparison to what is happening in other parts of Ohio.

Staff layoff: There were 5 nurses who were impacted when the agreement with Sylvania School was not renewed. The five staff members laid off were done after the result of the bumping process was complete. Dr. Woodson discussed the loss of these nurses and the effect it will have on these students. Parents had cell phones numbers for the nurses where they could contact them even during off hours. The benefits these nurses provided are invaluable.

Barry Gordon stated that there is a meeting scheduled with the AFSCME Union for an economic reopener prior to the next board meeting.

Dr. Fernandez asked if the loss of the nurses affects any of the current programs. Kelly Burkholder-Allen responded that the nurses with greater seniority bumped into positions so none of existing programs were unduly affected. The programs are continuing. Kelly stated that three of the five who have been laid off have taken jobs elsewhere. One part time and two are working full time.

(Resolution 2018.09.115) A motion was made by Johnathon Ross, MD and seconded by Richard Fernandez, DPT to approve the Personnel Committee Report in its entirety. Motion carried. 9 yeas, 0 nays.

C. Environmental Health Committee Report – Richard Fernandez, DPT

The Environmental Health Committee met on September 24, 2018. There are three variances for consideration.

- 1) Septic System variance request for 7844 Stitt Road was requested to allow for the distance of 5' from the property line rather than the standard required 10' distance. The soils in the area are variable and this would be the best placement for proper operation of the system. It is the recommendation of the Environmental Health Committee to approve this variance.

(Resolution 2018.09.116) A motion was made by Johnathon Ross, MD and seconded by Fritz Byers to approve the variance request for 7844 Stitt Road as outlined above. Motion carried. 9 yeas, 0 nays.

- 2) Request for variance for 1161 S. North Curtice Road to use manufactured sand as a fill to increase the grade on the property for sidewall stabilization of the leaching trenches. It is the recommendation of the Environmental Health Committee to approve the request for the variance.

(Resolution 2018.09.117) A motion was made by Johnathon Ross, MD and seconded by Susan Postal to approve the variance request for 1161 S. North Curtice Road for the use of manufactured sand as outlined above. Motion carried. 9 yeas, 0 nays.

- 3) Request for variance for 646 S. North Curtice Road to use manufactured sand as a fill to increase the grade on the property for sidewall stabilization of the leaching trenches. It is the recommendation of the Environmental Health Committee to approve the request for the variance.

(Resolution 2018.09.118) A motion was made by Susan Postal and seconded by Johnathon Ross, MD to approve the variance request for 646 S. North Curtice Road for the use of manufactured sand as outlined above. Motion carried. 9 yeas, 0 nays.

(Resolution 2018.09.119) A motion was made by Fritz Byers and seconded by Perlean Griffin to accept the Environmental Health Report as presented. Motion carried. 9 yeas, 0 nays.

D. Facilities Report – Barb Conover

- a. No Report

E. Legislative Committee – Eric Zgodzinski

- a. No report.

X. Pending Business

A. Division Reports

a. Administrative Services – Tina Stokes

- i. Eric stated that he is very impressed with what Tina has been able to do in the past two years.
- ii. Tina provided a presentation on how the budget is prepared using staff salaries and benefits. This also includes the distribution in the different programs.
- iii. This will be provided to the Department Directors so they will be able to see exactly how their staff is funded.
- iv. The expenses will show the previous two years (2016, 2017) and the current year of 2018. This will give us a trend to use to develop future budgets. The directors will receive this each month so they can see the trend by month and year to keep an eye on their budgets. This will also be done for the revenue portion of the budget.
- v. Ted Kaczorowski asked Tina to share this information with the Audit/Finance Committee.

b. Health Services – Kelly Burkholder-Allen

- i. The printed report in the Board packets outline Maternal Child Health, OEI and all of the Infant Mortality related grants. There are many grants that support young women, especially women of color to deliver healthy babies and keep them alive up to the age of one year. In the month of August, 88 women enrolled in Healthy Start. There were 377 women served during the month of August in the programs with 992 served year to date. Sheena Barns will be working as a community health worker in the Medicaid Expansion Grant. We will be working with AmeriCorp through a newer funding opportunity that we will be a sub-grantee regarding infant vitality. There are many funding sources just directed towards keeping babies alive and keeping moms healthy.
- ii. There are two crib programs here that are funded differently but have the same message: ABC: Alone, sleep on their back and always in their cribs. We teach many of crib classes and a lot of Pack N Plays are distributed to families.
- iii. Immunization Programs: It is back to school time and our immunization clinics have been very busy. The families have been receiving letters from their children's school stating that if the child is not fully immunized with the State required immunizations, they will be excluded from school. Dr. Ross asked when they receive the notifications. Kelly stated that this is done throughout the year with report cards, website and many other ways. There are numerous physicians' offices and pediatric offices that have access to the vaccines along with the over 20 Shots 4 Tots clinics located throughout the county. Dr. Woodson asked how long Shots 4 Tots has been around. Cindy McLeod stated that it has been since 1993.
- iv. Adult Travel and Immunizations: We will be carrying more indigent stock for those in our community with no insurance who don't qualify for any type of immunization program. This includes Hep A, Tdap, Pneumococcal Pneumonia and flu. We receive these immunizations from the State of Ohio.
- v. Eric reported that the Junior League of Toledo had a ceremony where TLCHD was recognized and presented a plaque for the Shots 4 Tots program from 1992 to 1999 working with the Junior League as well as the Family Wellness program from 1992 – 1999. This was in honor of everything we have been able to do for the community. This was the Junior League's 85th Anniversary that honored the many agencies throughout the years. Kelly stated that it was an honor to accept for the Health Department.

- vi. The Opioid Prevention staff has been very busy. There has been outreach and training and simulation with the University of Toledo. There have been 542 Fentanyl test strips since February of this year. We are working with Councilmen Tyrone Riley and Peter Ujvagi on opioid related community forums.
 - vii. Hep A continues to have active cases. Our Adult Travel and Immunization nurse has been busy after the Renaissance Festival in Michigan with cases from that event.
- c. Environmental Health – Dave Welch
- i. Dave Welch reported that the Environmental Health Committee often has variance requests regarding for sewage systems for homes. Sanitarian Michael Butcher, Brandon Tester and Nate Fries along with supervisor, Jennifer Gottschalk provided a presentation outlining the sewage treatment programs, public health issues of sewage, and types of systems in the community.
- d. Health Promotion and Policy Integration – Shannon Lands
- i. “Chalk the Walk” event in honor of International Overdose Awareness Day was on August 31. Staff members wore purple. There were also messages chalked on the sidewalks outside our building.
 - ii. A Press Conference was held at The Talbot Center, which is one of our NOSS sites. Councilman Peter Ujvagi was there along with the Talbot Center director. There was a lot of support for families who have lost a loved one due to an overdose of drugs.
 - iii. The Community Health Improvement Plan (CHIP) press conference was held at the United Way on September 12. This was in conjunction with the Hospital Council of Northwest Ohio and Healthy Lucas County. This was a release of the 2018-2021 plan. This is also available on our webpage for anyone interested is looking at the plan.
 - iv. The 4th Annual Drive the Lead Out Golf Outing was held on September 9th. The event raised \$4,500.00 and funds will be used to purchase necessary cleaning supplies for families directly affected by lead. Thank you to all who donated their time and sponsored a hole.
 - v. Tobacco Prevention ad Cessation grants have put together an Anti-Tobacco and Nicotine Alliance. This coalition will hold meetings quarterly to focus on tobacco cessation, policy change at the state level, youth prevention and infant mortality related to smoking before, during, and after pregnancy.
 - vi. Tobacco Prevention Coordinator, Safa Ibrahim worked with the Tobacco Free Ohio Alliance to develop a toolkit for individuals to influence schools districts to adopt 100% Tobacco Free School Policies. The team developed a Power point that will be used statewide and will be presented at the next Tobacco Free Alliance meeting on October 9.
 - vii. Community Cessation Initiative has doubled the number of Tobacco Cessation Provider locations. We are at 14 now and the team is working to get more providers involved in this effort. They have commercials airing during primetime on Channel 13.
 - viii. The September Employee Newsletter was made available in the Board packet.
 - ix. Richard Fernandez, DPT reported that tomorrow, groups 4 & 6 of the Dialogue for Change program have combined to identify what staff may benefit from moving towards inclusiveness and awareness of the diversity in culture. The wellness day is getting to what we thought was fundamental before we move forward to create a loving, caring and peaceful atmosphere within the department. The staff has taken ownership to determine what we need. From 12:45 – 4:30 there will be half hour introductions to yoga, tai chi, massage sessions, art therapy, and aromatherapy, gardening in small spaces with Toledo

Grows, stretching exercises, adult coloring, and guided meditation. Staff signed up for the sessions.

- x. Dr. Woodson stated in regards to tobacco cessation, this health department has done tremendous things. When you look back when Lucas County, which was deemed the “smokiest” county in Ohio, came out with the Clean Air Act it truly made a difference. It was the strictest one in the state. Now you see all of the vaping shops, and we ask “why”. This is nicotine, it doesn’t have carcinogens but we are finding that young people with young hearts are harmed by it. We need to look ahead into the future as we become more population health oriented. At that time 26% of Lucas County smoked. It is now down to 19%. The efforts undertaken in some of the housing buildings where no smoking is allowed, have been tremendous efforts. There was a discussion of what can be done to get educational information together to get to the community concerning vaping. This is something that we need to begin addressing.

XI. Health Commissioner’s Comments – Eric Zgodzinski

- A. Eric will be attending the Association of Ohio Health Commissioners (AOHC) conference in Columbus this afternoon. One session he will be attending regards cost methodology. An update will be provided at next month’s meeting.

XII. Other Items and Public Health in the News – Dr. Woodson

- A. An article in the Blade today stated flu deaths last winter were estimated at 80,000 which is the most in four decades. We will see a larger up-tick in vaccinations and we also have a certain number based on last year’s use for the quadrivalent vaccine. Eric reported that the Federal Government is highly suggesting to get your vaccines now. There was some debate in years past to get the vaccination in October, however they are pushing to get it sooner.
- B. We have a world famous, global economist coming to the University of Toledo to a committee called the Shapiro Committee. The presentation, Making Sense of a Global Economy, will be held on Oct 3· 2018. Zanny Minton Beddoes is the first woman in the 170 year history to run “The Economist”. This is a free presentation.

- XIII. **(Resolution 2018.09.120)** A motion to adjourn was made by Richard Fernandez, DTP and seconded by Johnathon Ross, MD to adjourn. Motion carried. 9 yeas, 0 nays Meeting ended at 9:54 AM.

Signed:




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

October 25, 2018

Date

Attested By:



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

10-26-18

Date