

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Department of Operations Center (DOC) #254
March 28, 2019 – 8:30 A.M.

I. Call to Order and Roll Call

Dr. Donna Woodson, President, called the meeting to order at 8:37AM.

A roll call was taken of Board Members for attendance:

Present: Richard Fernandez, DPT, Perlean Griffin, Matthew Heyrman, Donald Murray, Susan Postal, Johnathon Ross, MD, Barbara Sarantou, Michelle Schultz, Donna Woodson, MD. Barbara Conover arrived at 9:13am.

Excused: Ted Kaczorowski

Absent: Fritz Byers, Reynald Debroas

II. Introduction of Guests

Eric Zgodzinski introduced staff who were present: Kelly Burkholder-Allen, Cindy McLeod, Gilliam Wilke, David Welch, Shannon Lands, Barry Gordon, Tina Stokes, Heidi Sifuentes, Alice Dargartz, Samantha Eitniear, Vaughn Jackson and Legal Counsel: Kevin Pituch.

III. Additions/Deletions to Agenda

There were no additions or deletions to the agenda.

IV. Approval of the February 28, 2019 BOH Minutes

The February 28, 2019 Board Meeting minutes were sent out prior to the meeting for review.

(Resolution 2019.03.029) A motion was made by Perlean Griffin and seconded by Richard Fernandez, DPT, to approve the February 28, 2019 Board Meeting Minutes. Motion carried. 9 yeas, 0 nays.

V. Executive Session

There was no Executive Session required.

VI. Approval of Payment for February Vouchers

In the absence of Ted Kaczorowski, Eric Zgodzinski reported that there was nothing out of the ordinary in the vouchers for the month of February.

(Resolution 2019.03.030) A motion was made by Donald Murray and seconded by Richard Fernandez, DPT, to approve the February 2019 vouchers. Motion carried. 9 yeas, 0 nays.

VII. Legal Update

There was no legal update.

VIII. New Business/Points for Consideration

- a. *Research:* Eric Zgodzinski reported that TLCHD has the unique ability to do public health research. With the availability of academia so close with the Medical College, UT, BGSU and also up into Michigan, we are exploring how to conduct research at the local public health level. The concept is to get a procedure down. What do we have to do relative to research? There are a number of types of research we can do. Participatory and action research is probably the best for us. This gives us the ability to document what we are doing as we are going through the process. Whether it a QI project or looking how we are developing a budget, to be able to document that as a research project, change the process as we go along which gives us the unique ability to have the research project as well as the improved ability for us to do whatever we are looking to do. There are also clinical trials and other typical types of research. We need to discuss with academia how to form a better bond between our organizations and start doing some research. Especially looking at when to use an Institutional Review Board (IRB) for potential issues as we go through the process of research. The IRB looks at how you treat and protect subjects; i.e., if we do some sort of structured interviews of individuals we would need to ensure their privacy and rights are protected. More robust research practices would allow us to improve our interventions by saying "This is the issue in our community, this is how it was looked at, this is how we might solve the problem, or this is how we solved the problem." There will be more to come on this. It will take some work on our part. We don't expect to be fully up and running for the next year with the process and procedure about research. Samantha Eitnrear has done several studies here at the department and has had a couple papers out on those studies.

Eric reported that the TLCHD is now a participant in a study initiated at Wayne State University about the 2014 water crisis. How does public health influence good quality water and response to issues? This group is saying that our response to the crisis several years ago is the gold standard.

As we look at more grants, we can look at some public health journals that might be helpful to direct our focus. More publications and research will help put us out in the public eye even more. Don Murray commented that working across the state line may help with grant applications for the future. The larger the reach the more numbers you can put on the grant application for the initial research will help with grant application for the future.

- b. *501c3:* Eric reported that we had a 501c3 for several years that took us several years to get. When the Health Department separated from the FQHC, the 501c3 needed to be transferred with the FQHC so it could become a stand-alone entity. With their partnership with Health Partners of Western Ohio, they do not need the 501c3 we transferred to them. He said it was just a transfer of paperwork to get it back. The paperwork has been put through and we now have the 501c3 reinstated. The original idea for the 501c3 was to fund some of the initiatives we wanted to do, e.g., bike helmets for injury prevention. There was a grant in the past but that is no longer available. We could tap into the 501c3 to pay for them. The other idea was to use our 501c3 status to apply for grants that the Health Department could not otherwise get, including research based grants.

Dr. Joe Dake will attend the Board of Health meeting next month to report about the clinic situation.

Eric remarked with the reinstatement of the 501c3, we may need to look into having an individual to run it. If you are going to take the 501c3 from \$5,000 to \$100,000 or more, you need someone dedicated to fund raising and running the 501c3. Previously we had department staff and leadership taking their own time to run our 501c3. Eric proposed that Board members consider if they know anyone, perhaps a retired 501c3 director, who would be willing to come in and volunteer their time to get us up and running, with the possibility of becoming a part-time paid director of the 501c3. Delaware County has a 501c3 with a paid director and it is relatively lucrative for them. This may be a multi-year endeavor but is well worth looking into.

Dr. Woodson asked about the "Loan Executive" service that could loan someone for a month or two. Eric said he can look into that. Dr. Ross asked if it needed its own board. Eric stated that it does and that we will probably reseal the old board to start off. Dr. Woodson was the president along with Shannon, Eric and others. We have bylaws for the program.

Dr. Ross said that we have a number of not-for-profits around the community and it might be more beneficial to look into partnering with other like organizations to get better clout and reach in the community. There have been boards in the community that have common interests stepping on other toes and fighting over limited funds and then the community suffers because nobody gets the grant.

Dr. Woodson stated that there was a quasi-connection with the community fund where funds could be earmarked to the health department. Eric stated that this was the Community Shares from the United Way. Dr. Ross asked if we should be identifying the things or range of actions we are interested in and then seeing if others want to partner in these items.

Dr. Woodson asked where fundraiser funds go. Eric stated that things like the Lead Golf Outing proceeds were entered into the 501c3.

Matt Heyrman stated that he agrees with Dr. Ross in the statement of the number of non-profits in the community. He also respects the intent that there are grants we are not eligible for because we are already doing the services in the community that would lock us out of grant dollars. We may want to create a sub-committee to look at the mission and reassess it. We may just have the 501c3 because it allows us to provide funding for personnel to work in this department to provide services we have a role in doing.

Dr. Woodson stated if you know people out in the business world with some experience with this it would be helpful. Eric stated that the bylaws for the 501c3 will be sent out.

- c. *Policies:* Eric stated that from the retreat the Board wants to start looking at getting more involved in the policies and suggesting what we should do in the community with health concerns. We probably want to get more information on recreational marijuana. We need to see what policies we need to look at for the next year and get more in-depth.

Matt Heyrman stated that there are two areas he is very interested in: the impact of access to health care and insurance and the relationship to health; and anything we can do in regards to recreation, movement and fitness through the Metroparks. Our Board Member, Fritz Byers is also on the Metroparks Board. Maybe there is something we can do to partner with them to supplement

our programs. There is a program called F3- Fitness, Fellowship and Faith, that is free to join.. Michelle Schultz stated that there will be a press conference from the City of Toledo next week concerning obesity. Dr. Ross brought up the 5A's of Access: Available, Affordable, Accessible, Accepting, and Accommodating.

A general discussion among many board members ensued and Eric suggested that we take the next month to think about other policies we may want to discuss; these have already been discussed at the staff level, Eric said.

Dr. Ross stated that at the retreat we discussed data collection and we don't want to forget about that. Dr. Woodson asked what other large healthcare entities might have in their strategic plans such that we might collaborate and not duplicate. There may be things that they are doing that we are unaware of that we could possibly work with.

Eric stated that staff is highly energized about data collection. We will put a placeholder on the agenda for policies including further discussion about data collection.

- d. *Vaccinations:* Eric sent an email yesterday about a possible measles case at a daycare. We found out this morning that it is not a measles case. We did find out there are some communication issues at the hospital level from that case. Staff have been tasked to find out where those breakdowns were and to work with the lab and hospital to get a better process and procedure in place to make sure we are notified quickly when things like this happen. Several years ago we had an issue about being contacted after hours, now we are having an issue of being contacted during the day.

If we were to have an outbreak, three or four cases of measles, we could get vaccinations out quickly. We were geared up to have a clinic on Friday if needed. That is the easy part. The hard part is what we do relative to exclusion of individuals. In New York they are imposing that anyone who is not vaccinated cannot be in public places. Looking in the ORC, this is something we cannot do here. In regards to quarantine issues, we have not used them in a long time in this state. We do use them for TB but for other infectious diseases we have not had to invoke our authority. We had initiated quarantine with an Ebola patient in the past which went to court and we found out that it was unconstitutional to quarantine that individual. We need to talk with Kevin Pituch, Legal Counsel, and shore up that aspect of our process and procedures to see what we can and cannot do.

In regards to vaccination in our community, our issue is not so much with Toledo proper, it is with some of the outlying areas. One is Ottawa Hills with a less than stellar rate of vaccinations. It seems to be counterintuitive of where you think the problems lie. We are going to look hard at our community to see where we need to start putting emphasis. This is precision public health, emphasis on the message out to those communities. The good thing about this community is that we have always had a good rate of vaccinated individuals overall. We are at about 92% for kindergarteners. This tapers off after 7th grade to about 82%. What and how do we message this to the community? The anti-vaxxers are out there and they are using old studies that have been proven wrong scientifically. There are billboards that are free that maybe we can possibly use and can also put more frequent messaging on our front marquee were some of the suggestions

It was mentioned that today in the Blade there were two articles about vaccination. The first one was "Battling Anti-Vaxxers". The second one was "New York banning non-vaccinated people in public places". Maybe the Blade would be open to suggestions for when we wish to get more information out to the public.

Matt Heyrman asked if it is still the rule that you have to have your child vaccinated to enter school. Kelly Burkholder-Allen stated that it is a rule, unless the parent signs a waiver. There are two kinds of waivers: medical issues and religious/philosophical reasons.

The Board of Health is adamant about having every child vaccinated. This would be the same thing we did in regard to lead poisoning. We said that no child should be lead poisoned in our community. Dr. Ross suggested that we could publish a letter coming from the Board. Dr. Woodson stated that these are public health concerns forever, we must keep putting this message out because it is the most important things public health does. Maybe one letter might be helpful since the Blade is looking at it. Dr. Woodson asked Eric if he and Shannon could get to work on the marketing as soon as possible. A letter to the Editor from the Board of Health may be prepared to the Blade.

- e. Susan Postal asked to add a resolution under New Business. On the tails of our last few weeks on how the board members interact with staff and how it should be done. No member of the Toledo Lucas County Health Department Board of Health has the authority to order or direct any of the health department staff or serve in any other capacity at the TLCHD other than as a member of the Board of Health. Under the rules and regulations we are governed by, none of us are stepping out telling the staff what they should or should not be doing. After the last few weeks and the discussions we had, we should have something in place to protect not only us, but the staff.

Don Murray stated that this is something that should go through the Bylaws Committee. Dr. Woodson stated that until Board Members know the history we have gone through, such a broad movement should wait until a discussion can be held first.

Susan stated that she wanted to bring it to the table. Whether true or not, it was brought to our attention and it was something that I wanted to make sure we're not overlooking or letting the ball drop. As Board Members we want to make sure this doesn't come up again without us addressing it in some way.

Don Murray stated that it is a point well taken but the process needs to go through the Bylaws Committee and go from there. Dr. Fernandez stated that if it goes to the Bylaws Committee and the committee has that conversation and brings it to the board, we can follow through on any additional conversation there.

Susan stated that she wanted to make sure the conversation didn't just end and we at least address it. And if the DAC ever does come back, they at least know that we did hear them, we stuck by our vote with Dr. Woodson as our president and want to make sure that we just did not ignore what was said.

Don Murray stated that we are going to try to establish when we will be having the Bylaws Committee meeting on a regular scheduled date and time.

IX. Prior Business

- a. **Lead Program:** Dave Welch stated that the same conversation we just had on vaccinations is the same that is happening with lead. How do we get outreach, how do we regulate, etc. There are regulations about testing you child for lead. The idea is that we cannot regulate the prevention of childhood lead poisoning. We have to take a multi-pronged approach to it. Regulation is one of them. Included in your pack is information on our volunteer program. It is much more difficult than perceived to get it going. Vaughn, Dave, and Samantha have trained the lead staff in Healthy Homes Inspections so they can do those inspections. We are moving our housing complaints under the Lead division. When we get complaints for nuisances on things like mold and bed bugs, a lot of times we don't do anything with it because there are no regulations or programs to take care of it. Now we are looking at going out and doing a Healthy Home inspection which will allow us to identify issues for the family/tenant/landlord. The other side of that is the education piece that we will start stepping up. Vaughn Jackson provided an overview of what is happening the Lead Program. There are several events in the next month where staff will be presenting on the Healthy Homes program and Gloria Smith will be performing lead screenings. Gloria has also been performing lead screening at Shots 4 Tots 'n Teens and the W.I.C. program. Susan Postal stated: She was at a meeting at the City of Toledo with Kristy Sancrant and Ed Moore who were talking about the water issues and how they now have their technicians going into homes to figure out if they have lead pipes in the homes; Susan asked if they had spoken to anyone here and they said no. She told them we are starting some really good programs here and if the technicians are going into the houses they should have that information in hand. They seemed to be interested but are not educated on what we have available. Dave Welch stated: We are touching families every day but we have not been telling them about the programs we have such as lead, Infant/child programs, WIC, etc. We have brochures now in several areas of the building and will be getting information out to other places.

Dr. Ross asked, "Is there is more clout with a family that has a child with an abnormally high lead level in terms of getting things done? If there is, is there a way to offset the fees for work being done. One hundred forty dollars (\$140) for a lead safe home is a lot for a family who has limited income." Dave stated that the ODH program for lead is for children with 10 µg/dL blood lead level or higher and we go out and perform the top inspection. We tried to have those that were 5-9 µg/dL included but our legal counsel and the State of Ohio said we cannot do that. There is a rule review happening right now and we had suggested this to the State Review Committee. We received it back this week and they did not take our recommendation. There will be a public hearing next and we will be going to the state to testify. The comment that did come back was that we can do what we want with our own regulations, however, with the state law it stated that we cannot do this.

On the marketing piece we are still working with the City of Toledo and their stakeholder group. There were medical professionals, community resource people, etc. The group was not communicating well. They each had different terms for the same things. We have decided to bring in a facilitator to help us all to talk the same language. That will be happening next week.

X. Committee Reports

A. Audit/Finance Committee Report

Ted Kaczorowski is out of town and had asked Eric Zgodzinski to present the Audit/Finance Committee report. The Audit/Finance Committee met on Monday, March 22, 2019. 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.

Eric brought attention to the Grant Funded Programs which we will hear more about in the Personnel Committee report. Our Community Cessation Initiative Grant will be ending prematurely. ODH had the right and ability to do this. They are defunding the third year of that grant. They still want us to do the work but when we look at the finances, we will not be able to make the deliverable they have stated for us which means those deliverables have a dollar amount set to them. We are going to look to make that grant as whole as can be. We will have to reduce by one individual in that grant. We have a plan of what we need to do to keep everybody employed and to get the work done.

Transfer 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 February 2019 in the ordinary course of business. Total transfer is \$23,995.18 consisting of changes in various expense categories.

(Resolution 2019.03.031) A motion was made by Don Murray and seconded by Johnathon Ross, MD, to approve the Transfers of Appropriations for the month of February 2019 in the amount of \$23,995.18. Motion carried. 10 yeas, 0 nays.

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of February 2019 in the amount of \$135,825.09 for Revenue Estimates and for Appropriations.

(Resolution 2019.03.032) A motion was made by Donald Murray and seconded by Richard Fernandez, DPT, to approve the changes in Revenue Estimates and Expense Appropriations for the month of February 2019 in the amount of \$135,825.09 for Revenue Estimates and for Appropriations. Motion carried. 10 yeas, 0 nays.

Other Items – Level One Food Safety Proposed Fees

Dave Welch explained that changes in the Level One Food Safety Program fee schedule. We looked at the cost for the Level One classes and found that the current charges are not covering the program cost. It cost us more to send someone out in the field to do the work. We met with the Environmental Health and Finance Committees. Currently we charge \$240 off site for up to 25 people. In-house we charge \$30 per student with a maximum of 25 per session. The proposed fees are: 1) \$240 base fee plus \$10 per student when off-site during normal working hours and 2) \$400 base fee plus \$10 per student when off-site during non-working hours.

(Resolution 2019.03.033) A motion was made by Donald Murray and seconded by Susan Postal, to approve the changes in the Level One Food Safety Classes. Roll call vote was taken. Motion carried. 10 yeas, 0 nays.

Eric mentioned that we can see giving the directors the ability to control their budgets and constantly critique their budget, these are things we find that need corrected.

(Resolution 2019.03.034) A motion was made by Barb Conover and seconded by Perlean Griffin to accept the entire report of the Audit/Finance Committee. Motion carried. 10 yeas, 0 nays.

B. Personnel Committee Report

Perlean stated the Personnel Committee has raised the kind of issues with Eric and his staff that will help us be more supportive of them and will also help us determine whether or not we need to do some things differently.

- 1) The Personnel Committee would like to recommend to the Board to approve the delegation of additional duties to the Health Commissioner or his designee allowing the Health Commissioner to make emergency appointments, and temporary appointments up to a maximum of three (3) months. The reason we to come forth and respond to some of the questions raised at the meeting is because we want to make sure that everyone understands the importance of this recommendation. Eric spoke to the issue of emergency and temporary appointments. He stated that on a grant or in Environmental we have to wait an extended amount of time to fill those positions. We are asking for the ability to go ahead with HR and notify personnel we would like to bring someone in quickly and get them up to speed in the position. This will help the process we have here in regards to deliverables for grants. As we go through those 3 months we can critique them on the probationary level to see how they will function. This does a number of things to streamline the process for us relative to hiring an individual.

Barry Gordon stated: "We are in a situation right now related to personnel. The situation is currently that we had a young lady that we had approval to hire. Within the process of hiring there are certain standards that I adhere to relating to time frames. One of those is we give them one week to do their drug test. During that time the background check is done. She failed to do this. I rescinded the conditional offer. We have the second candidate for EH who finished the vetting by Friday. Theoretically we have to wait until the April board meeting to get approval to hire. With this new process we can bring her on board as a temporary employee, include that time as probationary time, bring the information to you at the board meeting in April, and if you approve, change the classification from temporary to permanent. This is something Barry has looked at and discussed with counterparts. This has worked very well for the County Commissioners." Don Murray asked if this was discussed with the union. Barry stated that it is not required as it is a management situation. The board would be giving the Health Commissioner the permission. If Eric makes the decision to go ahead and hire the person, the Board will be made aware of that status at the next meeting. Ultimately the Board can say whether or not they should be hired. The candidate will know in advance that this is temporary until being made permanent at the next Board meeting. Richard Fernandez, DPT, asked if we know how often this might be expected in a year. Barry responded

possibly once. Eric stated that he will let the President or Vice President know of the situation and they have the option to call a special meeting if need be.

(Resolution 2019.03.035) A motion was made by Dr. Johnathon Ross and seconded by Perlean Griffin to approve the delegation of additional duties to the Health Commissioner or his designee allowing the Health Commissioner to make emergency appointments, temporary appointments up to a maximum of three (3) months.

Don Murray asked that the time frame be changed to ninety (90) days. Dr. Johnathon Ross amended his motion to change the time frame to ninety (90) days.

A roll call vote was taken. Motion carried. 10 yeas 0 nays.

- 2) The Personnel Committee would like to recommend to the Board to approve the hiring of Holley Jackson to the position of Community and Minority Health Supervisor.

(Resolution 2019.03.036) A motion was made by Dr. Johnathon Ross and seconded by Donald Murray to approve the hiring of Holley Jackson to the position of Community and Minority Health Supervisor. Roll call vote was taken. Motion carried. 9 yeas, 0 nays, 1 abstention.

- 3) Regarding the hiring of Gwendolynn Gregory for the position of Nursing Supervisor, Perlean Griffin asked to hold on this due to additional information that was needed. Barry Gordon stated the required information had been received after the Personnel Committee and is sufficient to go forward with the recommendation to hire.

Dr. Woodson asked if there was more information needed and if is there some way the Personnel Committee might be able to interview the person too. If the Personnel Committee is unsure about a CV or some question that has not been answered. Barry stated that when the Personnel Committee met and reviewed these people, the only person not involved in the interview was Perlean, as a board member. Those in the interview process were Kelly Burkholder-Allen and himself. Dr. Woodson stated those are all non-board members. Eric stated there is a liability for board members to be in interviews. That is why there is a separation between the interview process and staff. There are some that he is not involved with also.

Dr. Woodson wanted to ask if the Personnel Committee has a specific problem with the CV or something else, is there nothing they can do. Barry Gordon stated that first of all, they would not bring it to the Personnel Committee if there was a problem with it. Dr. Woodson stated that may be a problem that someone has not asked that questions, if someone wants an answer to a question for an important decision, what

does the Personnel Committee have? Barry stated: "The process would be to go into Executive Session and review the information and make the determination when you come out whether you want to vote in favor of hiring the person or not. That is the way it should be done and has not been done in the past." Dr. Woodson stated that just because it has never been done in the past, she is not saying that they want to take control of everything, but if there is a question.

Matt Heyrman stated that it is a matter of a state law issue. It is important to remember that we, unlike the County Commissioners or the Mayor, are only directly given the authority to hire or fire the Health Commissioner. He brings the personnel to the board for approval of his decision to hire. Separation is healthy for the board and legally appropriate, as well.

Dr. Woodson stated that it is then always important to recognize that when we are looking for things or people are making accusations from the outside of this board that they may not recognize that. She just wanted to make sure if there is a questions that it can be asked. Eric stated that if Perlean is having a problem with somebody he would look critically at the decision we made and probably say it is not worth it if there is a problem and not take that person forward, unless we truly all agree that this is the best candidate. Then we can come back and debate in either Executive Session or through Perlean. That would be the best way to solve those issues.

Don Murray stated that in his governmental agency they go through a two-step process. First, it is a conditional offer of employment, which includes drug testing and background and criminal history. Once completed there is the actual hiring of the individual. Any issue that would come up in the interim during the conditional offer of employment could cause it to be nixed.

Dr. Woodson stated that she wants to make sure our board members who spend a lot of time and put a lot into this, are able to express opinions. Even though it states that we hire and fire the Commissioner, that there is also things in bylaws that talk about "and approve the hiring and firing of personnel". Don stated this is two different levels of governmental entities. They are home rule, we are not. We derive our power from the County Commissioners and the State Code. Richard Fernandez, DPT stated with our bylaws it seems that it is our relationship with the commissioner and disciplinary and grievance hearings, recommending rate increases. Have we added to the bylaws since 6/22/17. Don Murray responded those are on the radar but have not we have not gotten there yet.

The Personnel Committee would like to recommend to the Board to approve the hiring of Gwendolynn Gregory to the position of Nursing Supervisor. Ms. Gregory would fill the new position created and approved in the Health Services Division.

(Resolution 2019.03.037) A motion was made by Donald Murray and seconded by Richard Fernandez, DPT, to approve the hiring of Gwendolynn Gregory to the position of Nursing Supervisor. Motion Passed. 10 yes 0 no.

- 4) Barry Gordon stated that Latasha Assad did not follow procedure to have her test done in a timely manner. It was notarized to her in writing what our standards are and what our expectations are. She failed to meet that and a letter was sent to rescind the offer. Dave has a person who should be vetted tomorrow and we will be able to move forward.
- 5) Perlean Griffin stated that Jerry Kerr will be retiring effective June 7, 2019. We have had a lot of discussion with the Board, and the reason we had that discussion is that this is a very critical position for the Health Department. We will be dealing with a lot of issues affecting this position and have to be very careful in the selection process. The Personnel Committee was really concerned with the recruitment and how extensive the recruitment was and where did we recruit from. This position has to do with HIV. The HIV coordinator is critical in the African American community and other communities where we have a large number of people with HIV. Want to let the Board know that we are very concerned with the type of person we hire and whether they have training experience and other kinds of attributes that will make sure we have a very successful program. We will be watching this position very closely, especially the recruitment and the hiring process.

Matt Heyrman asked what programs are under Jerry Kerr. Kelly Burkholder-Allen responded that HIV Prevention and STD, which are both ODH grants.

Richard Fernandez, DPT, asked if the job description needs to be updated in order to help the Health Department find the right person. Perlean Griffin stated that this is one of the things we are looking at now.

Eric stated that he was not at the Personnel Committee. Perlean stated that there were a number of the committee members who could not attend the meeting so we wanted to hold this position so that we could have a discussion and is why it was brought up today. The Personnel Committee will look at this position very critically as a part of assisting in that process.

Barry Gordon stated that if we could move to item 5, these two situations are related. The Chair of the Personnel Committee is going to request from the Board the ability to start the layoff process for eliminating the position of Tobacco Cessation Program Coordinator who, because of funding, is going to be dropped from that program. It

is a non-bargaining unit position. Under the Ohio Revised Code there are two options. You go to retention points, if there are no positions available, the individual can bump the lowest person in their classification with lesser retention points. Jerry Kerr is the coordinator of HIV/STD. By law that individual takes the position that is available or they would have to leave. Barry informally spoke to the individual and she said she would be more than happy to take that position. As a result of that, Barry met with Kelly and asked what we would have to do to ensure this person is qualified. By law, we have to give 14 day notice of the layoff which would go into effect tomorrow. Within two weeks we could have her working and training side by side up to June 6 with Jerry Kerr. It is a good situation and the lady is knowledgeable. The learning curve won't be that drastic. We are obligated to do this because we are governed by the Ohio Revised Code.

Matt Heyrman asked if the Ohio Revised Code says a non-bargaining unit person has the right to bump somebody. Barry explained that you get one point for every pay period that you have worked since the day you started. You start off with 100 points. The lady who would take that position has 325 ½ retention points. It is kind of a convoluted process but we are doing what we are supposed to do within the guidelines so nobody gets in trouble.

(Resolution 2019.03.038) A motion was made by Don Murray and seconded by Susan Postal to recommend the approval of the layoff of the Program Coordinator – Tobacco Cessation pursuant to O.R.C. 124.321. If approved, this action is the result of a lack of funds (economics). The grant responsible for the position will be terminated by O.D.H. in October 2019. Based on this grant, there is currently a short fall in revenue to support the aforementioned position. A roll call vote was taken. Motion Passed. 10 yeas, 0 nays.

Barry reported that the agency should realize a savings between \$8,500 and \$9,599 for the period from June 7 through October 31.

(Resolution 2019.03.039) A motion was made by Barbara Conover and seconded by Richard Fernandez, DPT, to accept the entire report of the Personnel Committee. Motion carried. 10 yeas, 0 nays.

C. Environmental Health Committee Report – Richard Fernandez, DPT

- 1) A variance request was received for 4245 Holt in Sylvania Township. The request is for the length of the replacement field to be changed due to the small lot size.

(Resolution 2019.03.040) A motion was made by Donald Murray and seconded by Susan Postal to approve the variance request for 4245 Holt in Sylvania Township. Roll call vote was taken. Motion carried. 10 yeas, 0 nays.

- 2) A variance request was received for 5140 Estess, Sylvania Township for the installation of a deep well that will not be able to meet the isolation distances from the structures and

driveway. The current point well is no longer working and will be abandoned. Nathan Fries stated that there is no concern of contamination and little chance of the well being damaged unless it is run over. Matt Heyrman asked that the variance be adjusted to say due to the limited space the deep water well will not be able to meet the isolation distances from structures and therefore will need a variance.

(Resolution 2019.03.041) A motion was made by Donald Murray and seconded by Perlean Griffin to approve the variance for the isolation distances at 5140 Estess, Sylvania Township. Roll call vote was taken. Motion carried. 10 yeas, 0 nays.

3) Food fees for Level 1 classes was discussed in the Audit/Finance section.

4) There are five pool facilities that have been summonsed in for a hearing with the Environmental Health Director. Three of the five came for their summons. The staff is working with the pool operators on a plan to engage them to improve their inspections and have a safe pool. They are looking at the high turnover rate in the management of the pools. From the discussion there are some great ideas to address the community's health at the pools. Dave Welch stated that those operators who did not show up for the summons may end up being summoned to the Environmental Health Committee's next meeting.

(Resolution 2019.03.042) A motion was made by Perlean Griffin and seconded by Michelle Schultz to approve the Environmental Health report in its entirety. Motion carried. 10 yeas, 0 nays.

D. Facility Committee – Barbara Conover

The Facility Committee did not meet in March. We will have information from the survey to share next month.

E. Legislative Committee – Don Murray

There was no meeting. We do need to get together before the next board meeting.

F. Bylaws Committee – Don Murray

There are plans to set up a standing meeting.

XI. Pending Business

A. Division Reports

a. Administrative Services – Tina Stokes

i. Tina Stokes stated that the audit for 2018 will be starting in the next few weeks.

b. Health Promotion and Policy Integration – Shannon Lands

- i. Organizational Branding Strategy Training took place in March for all staff. Approximately 76% of staff have attended the training. This effort directly corresponds with the PHAB Action Plan and our success toward accreditation.
- ii. Creating Healthy Communities staff is working with ODH and TooleDesign group to plan a 2019 Active Transportation workshop for June. This will be to engage LC area stakeholders to help improve bike-ability and walkability for our residents. This is part of the plan to help overcome obesity.
- iii. Shannon attended the Ohio Commission on Minority Health Expo in Columbus. It was a very eye opening experience in regards to the disparities we have in the state. We had a

table set up and we also showed the documentary that Celeste put together on Infant Mortality.

- iv. Community Cessation Initiative presented to 100 community agencies through the Buckeye Health Community Forum which resulted in discussion with two new providers. Presented to 70 members of the Thomas Wernert Center for mental health resulting in five intakes and 10 referrals. Presented to 20 residents of Ashland Manor (LMHA complex) resulting in 8 intakes.
 - v. Upcoming events include a Phone Bank with 13ABC to answer questions about smoking cessation and conduct intakes on April 10. Participation in Minority Health Month Kick-off, TLCHD sponsored health fair, and health fair with Nuestra Gente.
 - vi. Tobacco Prevention – There was an article in the Blade about a proposed state law to raise tobacco purchase age to 21.
 - vii. Safa Ibrahim, Tobacco Prevention Coordinator, worked with Addison Young, a Clay High School Student, on a counter-marketing activity. This is an activity that is the opposite of promoting smoking. When a young person goes up to a cash register, there isn't all the glamorous appeal, sex appeal, high color ads to make someone want to buy cigarettes. This was her senior project on being the change. "Be the Generation of Change." It was featured on the TLCHD facebook page. It shows the progression of her grandmother, mother, brother and dad when they started smoking. It shows premature aging and how this affected them. At the end she said "Hi, my name is Addison Young and I want to be the generation of change". She is making the decision to not smoke like her family members have.
 - viii. Getting back to vaccinations, Eric did an interview with Melissa Veitch on Channel 13 yesterday about the importance of immunizations and measles and how contagious it is and why you should be getting vaccinated. She interviewed a physician who will not see a patient who is not vaccinated and another who will. It was quite interesting. We want to do a follow up on why these children need to get their vaccinations and how many preventable diseases these children are subjected to at such a young age and how deadly it can be. We were trying to drive home the point that this can cause your child to die.
 - ix. The Minority Health Month Kickoff is April 13 at Scott High School from 9 AM – 3 PM. There will be a large amount of vendors and services provided along with music and broadcasting live. They are sponsoring the Community Baby Shower along with our Getting to 1 Coalition. Representative Paula Hicks-Hudson will be providing a clip on wellness and health in the minority community. The day before there is a meeting where she will be talking about Infant Mortality in the community. This will be at the ATNA meeting. Safa will be presenting on Juul-ing, Vaping and E-Cigarette use at 11:00. A number of health screenings will be provided.
 - x. Our TLCHD Times newsletter was included in the packet.
- c. Environmental Health – Dave Welch
- i. Environmental Health's Spring Forum was held on March 8 at St. Luke's Hospital. We should be proud of the great job our staff did on this event. There were 14 different agencies in attendance.
 - ii. Dave Welch, Jennifer Gottschalk, and Samantha Eitniear attended the Waterville City Council meeting on March 18. Dave has been out to Washington Township's meeting to touch base with that part of our community. We have been to Sylvania and plan to go to Whitehouse next month. We will be continuing to go out and make contact with the different jurisdictions.

Jennifer Gottschalk, Lauren Stein, and Daniel Thompson presented at the Ohio Midwest Workshop concerning the local health department's response to drowning deaths in swimming pools. We have had six drowning deaths in the past 13 years in Lucas County Pools.

Samantha Eitnecar reported that there has been a big increase in flu the past couple weeks. We have not had any pediatric deaths in Lucas County. We do not have specific numbers on adult deaths since it is not considered to be a reportable event. There have been a number of Norovirus cases reported. Many have been in institutional settings. Tanika Carter attended the Statewide Epidemiology meeting this month. There were conversations about many topics. Legionella and Hep A were discussed and we believe that measles will be further discussed as we go down the road. It is currently in Michigan and we tend to see outbreaks like this cross the border.

d. Health Services – Kelly Burkholder-Allen

- i. Kelly introduced Shynell Jones, Supervisor for Maternal/Child Health which encompasses a large number of programs and grants. There are five grants under Shynell and her staff.
- ii. Shynell reported that we have received the Healthy Start Grant through HRSA. It is a five year grant for \$1.07 million. This is an increase from the last time we were funded. There are over 100 grantees throughout 37 states and there are 5 Healthy Start Grants in the State of Ohio. Some partners for this funding are: Brothers United, Hospital Council of Northwest Ohio- which focuses on the prenatal population, Neighborhood Health Association- who will help with focus on maternal mortality, Worldway Social Media Marketing- which will help with the Getting to 1 Coalition to put us out there so people will know what the coalition is and what Healthy Start is. The goals of Healthy Start are to improve the health of women and families, reduce the number of deaths, reduce the number of premature babies and promote birth spacing of at least 18 months.

Some of the strategies of Healthy Start include being tasked with serving 700 women, infants, children, fathers and their partners; improving women's health; improving family health and wellness; and promoting system change and accountability through quality improvement.

Some of the services of Healthy Start are home visits, care coordination, safe sleep education, breastfeeding and nutrition education, transportation through bus tokens, and community training. One of the trainings we offer to the community at large is the breastfeeding training. One of the benchmarks for Healthy Start is to increase the number of women who initiate breastfeeding and continue to breastfeed after six months. This is an area we are struggling in so we thought we would provide a training for breastfeeding. In November we brought in Cathy Carothers who is a world renowned breastfeeding educator. There were over 100 people in attendance. The feedback we received was very positive.

Shynell also oversees the Medicaid funding which allows us to focus on life planning for adolescents. We have a curriculum we use for them. The idea is for them to create a life plan so they know and understand that a pregnancy should be planned. When we can educate young people of the idea of planning a pregnancy it help decrease poor birth and pregnancy outcomes. The OEI grant which is the Getting to 1 program, has neighborhood navigators who go out and find women who are pregnant and not connected to home visiting services. The Maternal Child Health Grant encompasses an adolescent health deliverable. This program offers programs for adolescents who do an assessment of the program and will have a report to be submitted to ODH. Shynell said that her assumption is that ODH wants to gather information of what is offered to youth in the State of Ohio and maybe put funding behind it to promote enhanced services. Also under this grant there is a piece on pre-conception health in the workplace. Staff is tasked with partnering with five small employers with 50 employees or less to offer pre-conception counselling for their employees and in an attempt to increase our breastfeeding numbers, offer them a little bit of funding to set up a breastfeeding space for moms in their workplace. The Cribs program offers safe sleep education and a safe sleep kit that includes a pack-n-play for moms who are in need.

Eric stated that he has watched Shynell though her career here. He was her supervisor at WLCC when she was a nurse, an outstanding nurse. It has been fun to watch Shynell grow into the position she is in. There could not have been a better person put in that position, he stated.

Shynell said this is a huge grant. A team of staff worked very hard writing it. You could get up to 100 points, we got 99 and she is very proud of that.

XII. Health Commissioner's Comments – Eric Zgodzinski

- A. On the west coast there is a problem with typhus with the homeless population in Los Angeles and San Francisco. This is one of those medieval diseases that is coming back. Typhus can be spread from rats to fleas to humans- the point being that we went back last week to the CDBG and hope to be refunded. Every year our rat funding has been cut so we will have to look at what we want to do with that program in regards to reduction in funding from the city.
- B. The leadership team- supervisors and directors- meet a couple times a month to have discussions and make sure we are on the same page. Eric brought up to the team to have this department support a cause. Staff will be surveyed to decide on what to support. We are trying to utilize this department to change the culture and do things out in the community as one voice. Support would be possibly fund-raising, or going out to an event to support our cause. It will depend on what cause we support.

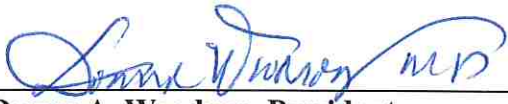
XIII. Other Items and Public Health in the News – Dr. Woodson

Dr. Woodson's comments regarded immunization. We need to strike while the iron is hot.

XIV. Adjourn

(Resolution. 2019.03.043) A motion to adjourn was made by Donald Murray and seconded by Johnathon Ross, MD, to adjourn. Motion carried. 10 yeas, 0 nays Meeting ended at 11:05am.

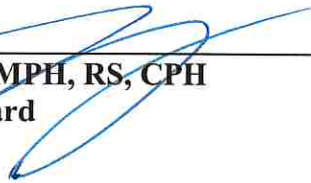
Signed:



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

Date 23 May 2019

Attested By:



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

Date 05-23-19