

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Department of Operations Center (DOC) #254
October 24, 2019 – 8:30 A.M.

I. Swearing In Ceremony

- 1) Michelle Schultz was reappointed to the Board of Health by the City of Toledo and sworn in by Kevin Pituch, Legal Counsel.

II. Call to Order and Roll Call

Dr. Donna Woodson, President, called the meeting to order at 8:33AM.

A roll call was taken of Board Members for attendance:

- i. *Present:* Fritz Byers, Richard Fernandez, DPT, Matthew Heyrman, Ted Kaczorowski, Donald Murray, Johnathon Ross, MD, Barbara Sarantou, Michelle Schultz, Donna Woodson, MD
- ii. *Excused:* Barbara Conover, Perlean Griffin, Susan Postal

III. Introduction of Guests

- i. Guests: Ronald Wells, Jr. - Promedica
- ii. Union representatives: Nate Fries, AFSCME and Cindy McLeod, ONA
- iii. Staff & Others: Eric Zgodzinski, Clark Allen, David Welch, Josie Smith, Tina Stokes, Brandon Palinski, Shannon Lands, Beth Williams, Josie Smith, Alice Dargartz, Gwen Gregory, Jessica Poupard, and Legal Counsel: Kevin Pituch.

IV. Additions/Deletions to Agenda

Eric asked to add under Prior Business: Preconception to 18 yr. old Reproductive Health and Wellness Grant discussion.

Dr. Woodson would like to add information about the Medical/Legal Seminar coming up at the end of the year.

V. Approval of the September 26, 2019 BOH and the October 8, 2019 Special Meeting Minutes

The September 26, 2019 Board of Health Minutes were sent to the Board Members prior to this meeting for review.

(Resolution 2019.10.149) A motion was made by Fritz Byers and seconded by Richard Fernandez, DPT, to approve the September 26, 2019 Board Meeting Minutes. Motion carried. 9 yeas, 0 nays.

The October 8, 2019 Special Meeting Minutes for discussion on the Reproductive Health and Wellness Grant were sent to the Board Member prior to this meeting for review.

(Resolution 2019.10.150) A motion was made by Fritz Byers and seconded by Richard Fernandez, DPT, to approve the October 8, 2019 Special Meeting Minutes. Motion carried. 9 yeas, 0 nays.

VI. Approval of Payment for September 2019 Vouchers

Ted Kaczorowski stated that the Audit/Finance Committee met on Monday, October 21, 2019, to review the bill schedule. He commented that there was nothing out of the ordinary in the vouchers for the month of September.

(Resolution 2019.10.151) A motion was made Johnathon Ross, MD and seconded by Fritz Byers to approve September 2019 vouchers. Motion carried. 9 yeas, 0 nays.

VII. Legal Update

1) Kevin Pituch the oral arguments on the City of Toledo Lead Ordinance case have been scheduled for November 7th by the 2nd District Court of Appeals. They have decided to hear the case has decided to hear it in Toledo. A final ruling is anticipated three to six months after the hearing.

VIII. New Business/Points for Consideration

1) The Environmental Health Proposed Fees for 2020 were read into the record. Eric Zgodzinski stated this is the third and final reading and serves as the public hearing for the proposed fees. Letters were sent to those operators/facilities affected by the fees updates. There were no changes to these fees from the second reading.

Donald Murray opened the public hearing for public comments concerning the 2020 proposed fees for 2020 and opened floor to any public comments concerning the proposed fees. Mr. Murray made three requests for comments. Hearing none, the Public Hearing was then closed.

(Resolution 2019.10.152) A motion was made by Fritz Byers and seconded by Ted Kaczorowski to approve the Environmental Health Fees for 2020. Roll call vote was taken. 9 yeas, 0 nays

IX. Prior Business

1) An update of the Reproductive Health and Wellness grant was given. We are in motion with the grant. There are two deliverables set forth for 177,000.

1. There is \$40,000 for marketing for the program. The marketing concept has been setup using social media, billboards and community forums. We will provide that information to the Ohio Department of Health (ODH). The other deliverable looks at reviewing the clinic operations as far as staffing requirements and building collaboration with community partners. There was a meeting with ODH last week to walk through the grant and have questions answered. There will be additional training opportunities from ODH in regards to billing, setting up clinics, HIPAA issues, and more. With an increase in patients, there will be additional demands on the department and staff. To help us stay on top of everything, there will be a quality improvement and monitoring program set up for billing that will allow us to better track and improve the checks and balances for billing.

2. The grant requires an Information and Education Committee be formed to talk about sexual reproductive health, clinic operations, and how it is operating and what is needed in the community. This committee will be meeting at least once a year. We envision having this group meet more often and look at all our programs and how they work.

Eric gave kudos to Gwen Gregory who is doing a fabulous job in the clinics. She has been tasked as the lead on this grant and has been handling it very well.

Eric started discussion with the board regarding the Reproductive Health Clinic. Timing is everything and it is a good opportunity to start looking at how we are actually improving the health of our community for the long haul. As we look at adult behaviors and promote healthy changes we want to look at what will provide the most meaningful impact to change the to change the health of our community - which is starting with the kids. If we can get them to 1 year of age and past and then get them to understand healthy behaviors and create the right environment so they can live good, healthy lifestyles, they will grow up to be young adults. It is a complex issue on how to get there. This is not just the Health Department's concern, it is community wide. The Health Department has to play a major role in trying to figure out how to get our children healthier. The idea is to start before a child is even born. Before a child is born is the most important time to begin that child down the road to a healthy life. If a woman is wanting to have a baby, is she ready? Can we tell her to wait six months? Get her on prenatal vitamins? Is she in a socio-economic condition that needs help with getting a crib? Can we educate her on SIDS? All these things we have talked about here could be preloaded so she will have the knowledge to make the right decision. This would help with stress issues and improve the chances of having a baby born into a better situation and getting it to the age of one. These concepts will be sent out to the BOH members over the next week. Coping for kids is huge right now. Coping with stress, school and other concerns important. All of these concerns are important to look at as we move into the future.

The foundation for this comes from a retreat that we had last year. The comments came from our staff and their input. As a board, we need to look at this to begin developing policy for some of these concepts.

X. Committee Reports

A. Audit/Finance Committee Report – Ted Kaczorowski, Chair

Ted Kaczorowski presented the Audit/Finance Committee report. The Audit/Finance Committee met on Monday, October 21, 2019. The financial packet was provided via email and includes all of the financial data that was reviewed by the Committee.

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 September, 2019 in the ordinary course of business. Total transfer is \$16,877.66 consisting of changes in various expense categories.

(Resolution 2019.10.153) A motion was made by Fritz Byers and seconded by Richard Fernandez, DPT, to approve the Transfers of Appropriations for the month of September 2019 in the amount of \$16,877.66. Motion carried. 9 yeas, 0 nays.

Revenue Estimates

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of September 2019 in the amount of \$103,000.00 for Revenue Estimates and Appropriations.

(Resolution 2019.10.154) A motion was made by Fritz Byers and seconded by Johnathon Ross, MD, to approve the changes in Revenue Estimates and Expense Appropriations for the month of September 2019 in the amount of \$103,000.00. Motion carried. 9 yeas, 0 nays.

(Resolution 2019.10.155) A motion was made by Matthew Heyrman and seconded by Fritz Byers to approve the entire Audit /Finance Report as presented. Motion carried. 9 yeas, 0 nays.

B. Personnel Committee Report – Barbara Sarantou, Acting Chair

The Personnel Committee met on Monday, October 21, 2019.

1. The Personnel Committee recommended a resolution to hire Eileen Thompson as the Community & Disaster Response Planner. This position is covered by the AFSCME Collective Bargaining Agreement, with compensation recommended at \$27.64 per hour.

(Resolution 2019.10.156) A motion was made by Ted Kaczorowski and seconded by Fritz Byers to hire Eileen Thompson and the Community & Disaster Response Planner as outlined above.

2. The Personnel Committee recommended a resolution to hire Jennifer Bert as a Public Health Nurse, to be assigned to the Adult Travel and Immunization program. This position is covered by the ONA Collective Bargaining Agreement, with compensation recommended at \$25.39 per hour. Please see the attached recommendation, and resume.

(Resolution 2019.10.157) A motion was made by Ted Kaczorowski and seconded by Richard Fernandez, DPT, to hire Jennifer Bert as a Public Health Nurse as outlined above. Motion Carried. 9 yeas, 0 nays

3. The Personnel Committee would like to recommend to the Board a revision to a position description. The Minority Health Supervisor position was vacated on September 25, 2019. The Minority Health Supervisor position does not have any subordinate staff, so it is more appropriately assigned as a Minority Health Program Coordinator. The position would remain a non-union position, but due to the lack of assignment of supervisory duties, it would be compensated at an E3 rather than an E5 on the Non-Union Salary Structure Plan, commensurate with other Program Coordinators. If approved, the position would be advertised competitively internally and externally.

(Resolution 2019.10.158) A motion was made by Fritz Byers and seconded by Ted Kaczorowski to approve the revision of the Minority Health Supervisor to Minority Health Program Coordinator as outlined above. Motion Carried. 9 yeas, 0 nays

We are still pursuing recruitment for a Director of Nursing, Community Health Worker and Minority Health Coordination. There are interviews scheduled for next week for these position. Currently contract negotiations are being held with AFSCME.

(Resolution 2019.10.159) A motion was made by Donald Murray and seconded by Ted Kaczorowski to accept the entire Personnel Committee report as presented. Motion carried. 9 yeas, 0 nays.

C. Environmental Health Committee Report – Ted Kaczorowski, Acting Chair

Ted Kaczorowski reported the committee met on Wednesday, September 18, 2019. The following items were discussed:

- 1) Rabies Update: The two dogs that were under quarantine for exposure to rabid bats have been released from quarantine.
- 2) Maternity Ward inspection was presented for Bay Park Hospital. There were no irregularities in the inspection. Recommendation for approval.

(Resolution 2019.10.160) A motion was made by Johnathon Ross, MD and seconded by Donald Murray to approve the Maternity Ward inspection for Bay Park Hospital. Motion carried. 7 yeas, 0 nays, 2 Abstentions.

- 3) Variances:
 - a. 8529 Mancie Road, Sylvania Twp. septic system variance. The homeowners are requesting a variance for the distance to be less than the 10' required from the property line. This is due to the small lot size. Recommendation from the committee is to approve this variance

(Resolution 2019.10.161) A motion was made by Barbara Sarantou and seconded by Richard Fernandez, DPT, to approve the variance for 8529 Mancie Road, Sylvania Twp. as outlined above. Motion carried. 9 yeas, 0 nays.

- b. The Metroparks are requesting a variance for the composting toilets that are on Granger Island. The toilets are 5' below the 100 year floodplain. The campsite is open from June 1 – November 1 each year and is closed during the high water periods. The committee is recommending approval of this variance.

(Resolution 2019.10.162) A motion was made by Johnathon Ross and seconded by Barbara Sarantou to approve the variance for the Metroparks Granger Island composting toilets as outlined above. Motion carried. 8 yeas, 0 nays, 1 Abstention.

- 4) Chambered Septic System update: A septic system survey has been sent to the 25 contractors who are licensed in Lucas County. Thirteen of these have returned the surveys. There is another survey being sent to the surrounding Health Department to gauge their experiences with chambered systems. A PowerPoint was presented with the results of the inspected chamber systems. Of the 111 that were inspected by TLCHD staff, 3 have failed. Additional information is being gathered from both installers and other counties to determine what the next step will be with regards to these systems.
- 5) Lot Split and Septic System:
 - i. The owners of the property for Creakdale Subdivision were wanting to split the lot into 13 parcels. After several agencies reviewed this the Lucas County Engineers decided that sewers will be used if the subdivision is built.
 - ii. Lot Split Definition. The Lucas County Engineers office allows lot splits to be up 5 parcels. The Environmental Health Committee recommendation is to change our requirements to 5 to come in line with what the Engineers office has in place.
- 6) Emergency Response Coordinator Position Interviews were held over the past week. Five candidates were interviewed. There were 2 internal and 3 external. Neither of the internal had the required qualifications. Of the external candidates, one had experience in the position in Wayne County, Michigan. This person was presented to the Personnel Committee on Monday, October 21, 2019

- 7) Other: A variance for the use of a septic holding tank was granted for the property at Seaman Road. This is a new home that is being occupied. The Ohio EPA has denied the use of a discharging system for the following reason: A new home cannot have a soil-based septic system unless it falls under the following: is a replacement home; a new home; a lot split was done before 2007; or point of discharge hits state water source (creek, river, leak, etc.) with 5+ miles of drainage distance. The sanitarian is working with those involved to see what other solution is possible.

(Resolution 2019.10.163) A motion was made by Fritz Byers and seconded by Johnathon Ross, MD, to approve the Environmental Health report in its entirety. Motion carried. 9 yeas, 0 nays.

D. Facility Committee – Eric Zgodzinski

There was no committee meeting. We are still possibly looking at 701 Adams Street. The LC Commissioners are aware that we may be in need of additional space due to the Reproductive Health Grant. We are currently planning to utilize the first floor of our building where the pediatric exam rooms were located for the additional patients who will be seen in this program.

E. Legislative Committee – Eric Zgodzinski

Eric stated that he would like to set up a meeting of the Legislative Committee. He will be planning to meet with Kevin Pituch to look at the new Lead Ordinance. Also discussed was the planning of a Legislative Breakfast.

F. Bylaws Committee – Donald Murray

The following three recommendation were presented to the Board of Health at the September 26, 2019 meeting and will be voted on at the November 21, 2019 meeting to meet the required time of 30 days from presentation:

- 1) The Bylaws Committee is recommending to change the name of the Bylaws Committee to *Bylaws and Governance Committee*. (pg. 2)
- 2) The Bylaws Committee is recommending the following change to ARTICLE V: APPOINTMENT OF BOARD MEMBERS: (pg. 4)
With the abolishment of the District Licensing Council, the number of members needs to be changed to 12.
- 3) The recommendation from the September 26, 2019 Board Meeting concerning the succession of President and Vice-President will be removed from consideration for further review by the Bylaws Committee and presented at a later date.
- 4) The Bylaws committee is recommending the following change to Article XI: BYLAWS AMENDMENTS: (pg. 9)
Change 30 days to 28 days prior to Board action.

XI. Pending Business: Division Report

- 1) Brandon Palinski presented on the TLCHD Public Health Accreditation Board (PHAB) status. The final submission date is by November 19, 2019 at midnight. There will be a Sexual and Reproductive Health Forum on Tuesday, October 29, 2019 from 9:00am – 12:00pm at St. Luke

Hospital's Auditorium. This will cover results from two surveys conducted earlier in the year; one with our community partners and stakeholders and the other with the public. This could potentially help with the formation of the focus group for the grant as we discussed earlier. Board members are invited to attend this forum.

- 2) The 2017 and 2018 Employee Satisfaction Survey results were presented. The full report will be given out in the next week or so. The next survey will be taken in January for the 2019 year.

XII. Health Commissioner's Comments – Eric Zgodzinski

- 1) Eric reported that Anthony Wayne Schools have opted to not participate in the Community Health Assessment for their students. They did not participate in the last Assessment either. Eric had asked some board members to make contact to see if the superintendent would reconsider, but he did not.
- 2) Eric went to Cleveland on Tuesday to participate in a committee meeting on lead with the Governor. The funding in Cleveland has been very good and the participation with other organizations has helped with the issues of lead. The ordinance in Cleveland mirrors what the City of Toledo originally had proposed. The next meeting was in Toledo that afternoon to discuss what we have here. Our passion to have this ordinance for the children is high. We are behind in funding sources but are looking at how to get funding in place. The Governor is a staunch supporter of Public Health. Dr. Action, Director of Health for the Ohio Department of Health and the Governor both know that Public Health is sorely underfunded and they need to do something about that. Prevention and Primary care are important but the funding is not always there.

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

- 1) There were two articles in the Blade with Eric in pictures above the fold. The front page hosted an article about Infant Mortality and the second section had an article about lead. Even though there is not a lot said about TLCHD and the lead issue, nobody is really aware of all of the things our department does. We have the Healthy Homes and many other things that are positive.
- 2) Tomorrow is a big day at UTMC. The first of several sessions training over 600 first year health profession students in the use of Naloxone will take place. This is being coordinated with the help of Shannon Lands and Kim Toles, who is the coordinator of our Opiates Task Force, they have been working diligently on this and we have some good instructors who will be providing the training.
- 3) The Annual Medical/Legal seminar will be held at the end of the year. If there are any topics that the Health Department may want to add to this seminar please let Dr. Woodson know. There are many ways that doctors and lawyers can work together for the benefit of the community.

Other:

Ted Kaczorowski brought up the topic of vaping and all that has been in the news about it lately. Spending a short time at a facility that sold vaping products, he saw no fewer than a dozen young people purchasing these items. With the age for tobacco purchases being raised to 21, these individuals were definitely younger than 21. We need to be doing something about this.

Would love to hear what is going on with the lead issues from our front line staff as to what they are doing in the community and what they may need from us as a board.

XIV. Adjourn

(Resolution. 2019.10.164) A motion to adjourn was made by Donald Murray and seconded by Johnathon Ross, MD. Motion carried. 9 yeas, 0 nays Meeting ended at 10:12am.

Signed:

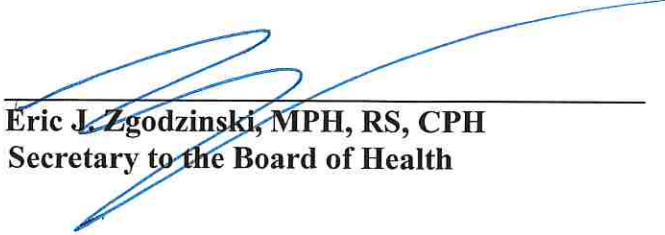


Dr. Donna A. Woodson, President
Lucas County Regional Health District Board

11/21/2019

Date

Attested By:



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

11-21-19

Date

Resolution #: 2019.10.152

Motion: A motion was made by Fritz Byers and seconded by Ted Kaczorowski to approve the Environmental Health Fees for 2020.

Made By:	Seconded by:		
Fritz Byers	Ted Kaczorowski		
	YES	NO	ABSTAIN
Fritz Byers	X		
Barbara Conover – Absent			
Fernandez, Richard	X		
Perlean Griffin - Absent			
Matthew Heyrman	X		
Ted Kaczorowski	X		
Donald Murray	X		
Postal, Susan - Absent			
Johnathon Ross, MD	X		
Barbara Sarantou	X		
Michelle Schultz	X		
Donna Woodson, MD	X		
Totals	9	0	0

Passed

Failed


 Eric J. Zgodzinski, MPH, RS, CPH
 Board of Health Secretary

11-21-19
 Date

Resolution #: 2019.10.160

Motion: A motion was made by Johnathon Ross, MD and seconded by Donald Murray to approve the Maternity Ward inspection for Bay Park Hospital. Motion carried.

Made By:	Seconded by:		
Johnathon Ross, MD	Donald Murray		
	YES	NO	ABSTAIN
Fritz Byers	X		
Barbara Conover – Absent			
Fernandez, Richard			X
Perlean Griffin - Absent			
Matthew Heyrman	X		
Ted Kaczorowski	X		
Donald Murray	X		
Postal, Susan - Absent			
Johnathon Ross, MD	X		
Barbara Sarantou			X
Michelle Schultz	X		
Donna Woodson, MD	X		
Totals	7	0	2

Passed

Failed


Eric J. Zgodzinski, MPH, RS, CPH
Board of Health Secretary

11-21-19
Date