

**LUCAS COUNTY REGIONAL HEALTH DISTRICT**  
**Board of Health Meeting**  
**Department of Operations Center (DOC) #254**  
**January 23, 2020 – 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:* Fritz Byers, Barbara Conover, Richard Fernandez, DPT, Perlean Griffin, Matthew Heyrman, Ted Kaczorowski, Donald Murray, Susan Postal, Johnathon Ross, MD, Michelle Schultz, Donna Woodson, MD

*Excused:* Barbara Sarantou,

**II. Introduction of Guests**

A) Union representatives: Gillian Wilke (AFSCME) and Vicki Laverde (ONA)

B) Staff & Others: Eric Zgodzinski, David Welch, Josie Smith, Tina Stokes, Brandon Palinski, Shannon Lands, Eileen Thompson, Alice Dargartz, Gwen Gregory, David Grossman, MD, and Legal Counsel: Kevin Pituch & Jim Walter.

**III. Additions/Deletions to Agenda**

Dr. Woodson added that Eric Zgodzinski has a presentation on the Coronavirus event in China. Eric Zgodzinski added that he would like to have a discussion about what is happening in regards to the University of Toledo Medical Center (UTMC) and possible recommendation or support from the Board of what we will be venturing into in the next couple of months (under New Business)

**IV. Election of President and Vice President**

Don Murray presented the ballots for the election of President and Vice President of the Board of Health.

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Mr. Murray stated there was one nomination on the ballot for President for Dr. Johnathon Ross. Mr. Murray asked for additional nominations from the floor three times. Receiving no further nominations, Mr. Murray made the request for a motion to close the nomination for President.

**(Resolution 2020.01.001)** Motion that nominations for the position of President be closed was made by Fritz Byers and seconded by Perlean Griffin. Roll Call vote was taken. Motion carried. 11 yeas, 0 nays. By acclamation the position of President goes to Dr. Johnathon Ross.

Mr. Murray stated there was one nomination on the ballot for Vice President for Ted Kaczorowski. Mr. Murray asked for additional nominations from the floor three times. Receiving no further nominations, Mr. Murray made the request for a motion to close the nomination for Vice President.

**(Resolution 2020.01.002)** Motion that nominations for the position of Vice President be closed was made by Fritz Byers and seconded by Richard Fernandez, DPT. Roll Call vote was taken. Motion carried. 11 yeas, 0 nays. By acclamation the position of Vice President goes to Ted Kaczorowski.

Eric Zgodzinski presented a plaque to Dr. Donna Woodson and thanked her for all that she has done and accomplished for this Board of Health, the department, and the community as President of the Board of Health.

**V. Approval of the December 19, 2019 BOH Meeting Minutes**

The December 19, 2019 Board of Health Minutes were sent to the Board Members prior to this meeting for review.

**(Resolution 2020.01.003)** A motion was made by Ted Kaczorowski and seconded by Donald Murray to approve the December 19, 2019 Board Meeting Minutes. Motion carried. 11 yeas, 0 nays.

**VI. Approval of Payment for December 2019 Vouchers**

Barbara Conover stated the Audit/Finance Committee met on January 13, 2020 to review the bill schedule.

**(Resolution 2020.01.004)** A motion was made by Matt Heyrman and seconded by Michelle Schultz to approve December 2019 vouchers. Motion carried. 11 yeas, 0 nays.

**VII. Legal Update**

Kevin Pituch stated the Court of Appeals issued its decision regarding the City of Toledo Lead Ordinance. We prevailed in the case. When the City of Toledo enacted the Lead Ordinance everyone involved believed that the Health Department had the authority under law to administer and enforce the City's Lead Ordinance. The Court of Appeals reversed the ruling of the original trial court and agreed that the Health Department does have the authority to administer and enforce City ordinances. This decision may be appealed. The City of Toledo will likely amend the current ordinance to include TLCHD in the process. There will be more discussion with the City regarding funding. Eric asked if he should go through with the project. The Board Members agreed that he should.

Eric stated that in a meeting with Congresswoman Marcy Kaptur it was realized there is a lot of Federal Funding available that we should be looking at to bring into this community dealing with health.

Richard Fernandez, DPT, stated that this is in line with conversations we've had in the past year about redirecting the health department's focus to influence our community to organize and be proactive so we don't have to carry the burden.

**VIII. Executive Session**

There was no Executive Session needed.

**IX. New Business/Points for Consideration**

- 1) The Minority Health grant requires a Board of Health resolution to apply for the continuation grant in the amount of \$52,500.00 with a 20% match of \$10,500. There will be a Minority Health Month grant that we will apply for in the amount of \$10,000.00 for the month of April, 2020. The continuation grant is due on February 18, 2020.

Matt Heyrman brought to attention that the wording on the Resolution Title and Action language in section #1 do not match.



**(Resolution 2020.01.005)** A motion was made by Fritz Byers and seconded by Matt Heyrman to amend section one of the resolution to match the language of the heading. Motion carried. 11 yeas, 0 nays.

**(Resolution 2020.01.006)** A motion was made by Fritz Byers and seconded by Matthew Heyrman to approve the amended resolution for the Minority Health Grant as outlined above. Motion Carried. 11 yeas, 0 nays.

- 2) Eric Zgodzinski reported on the issues UTMC is facing. UTMC has been a foundation in South Toledo for many years and has transformed itself several times. UTMC is reducing services for a variety of reasons and have done some studies to support these changes. As a teaching hospital, UTMC also faces issues of physicians not being able to be taught in the hospital because of the agreement with ProMedica and sharing of doctors. Recently, Carty Finkbeiner convened a group to have a conversation about what to do regarding some of these issues. There was misinformation circulating that was being cleared up at the Citizen's Advisory Committee meeting. UTMC brings in a lot of secondary resources and funding for the community. By losing services at UTMC, the ability to train doctors in our community and bring in research will be impacted. What is the Health Department's role? After looking at data staff put together, if UTMC were to close there would be a large hole in the center of our county where individuals would have to travel 20+ minutes more than they do now to reach another hospital. People who rely on public transit would have to take several different bus routes to get to another hospital. Dr. Ross stated that it is appropriate for us to be involved in this. One positive thing is an effort to bring public accountability to some of the large health institutions in the community. We should be doing everything within our power as a Board of Health to recognize the value of having that institution be the best that it can possibly be.

**X. Prior Business**

Nothing to be discussed

**XI. Committee Reports**

**A. Audit/Finance Committee Report – Barbara Conover, Acting Chair**

Barbara Conover presented the Audit/Finance Committee report. The Audit/Finance Committee met on January 13, 2020. The financial packet was provided via email and includes all of the financial data that was reviewed by the Committee.

We have two notices of award and 5 pending grants with 2 grant applications needing approval. We would like to enter into a contract starting January 1, 2020 to April 30, 2020 with Dr. Grossman. Because there is going to be additional work, we have increased his contract from \$800 to \$1200 a month, which seems fair for the amount of work. This may change with the review of the work. The contract will be extended to Dr. Grossman until the end of April when this will be reviewed. Deliverables will be identified for the work to be done.

**Transfer of Appropriations**

A transfer reallocates funds from one cost object to another. Board of Health Resolution is required to approve Transfer of Appropriations performed in the month of December 2019 in the ordinary course of business. Total transfer is \$19,397.49 consisting of changes in various expense categories.

**(Resolution 2020.01.007)** A motion was made by Ted Kaczorowski and seconded by Fritz Byers to approve the Transfers of Appropriations for the month of December 2019 in the amount of \$19,397.49. Roll call vote was taken. Motion carried. 11 yeas, 0 nays.

A Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of December 2019 in the amount of (\$226,618.18).

**(Resolution 2020.01.008)** A motion was made by Matt Heyrman and seconded by Fritz Byers to approve the changes in Revenue Estimates and Expense Appropriations for the month of December 2019 in the amount of (\$226,618.18). Roll call vote was taken. Motion carried. 11 yeas, 0 nays.

**Other Items – Board Resolution – 2019 Official Amended Certificate of Estimated Resources**

The amended certificate of estimated resources indicates the actual revenue that was received. Board of Health Resolution is required to approve and submit to the Budget Commission the 2019 Official Amended Certificate of Estimated Resources in the amount of \$14,806,613.53 as Other Sources.

**(Resolution 2020.01.009)** A motion was made by Fritz Byers and seconded by Matt Heyrman to approve the 2019 Official Amended Certificate of Estimated Resources in the amount of \$14,806,613.53 as outlined above. Roll call vote was taken. Motion carried. 11 yeas, 0 nays

**Other Items – Board Resolution – 2020 Official Certificate of Estimated Resources**

The official certificate of estimated resources indicates the projected revenue to be received. Board of Health Resolution is required to approve and submit to the Budget Commissioner the 2020 Official Certificate of Estimated Resources in the amount of \$16,344,963.00 as Other Sources.

**(Resolution 2020.01.010)** A motion was made by Susan Postal and seconded by Richard Fernandez, DTP, to approve the 2020 Official Certificate of Estimated Resources in the amount of \$16,344,963.00 as outlined above. Roll call was Motion carried. 11 yeas, 0 nays

**Other Items – Transfer of Funds**

Board of Health Resolution is required to approve the following transfer of funds as part of the December 31, 2019 year end closing: \$1,942,698.20 from the General Fund to within the General Fund and \$570,310.21 from the General Fund to the Special Revenue Fund – Fees.

**(Resolution 2020.01.011)** A motion was made by Matthew Heyrman and seconded by Fritz Byers to approve transfer of funds as part of the December 31, 2019 year end closing in the amount of \$1,942,698.20 from the General Fund to within the General Fund and \$570,310.21 from the General Fund to the Special Revenue Fund – Fees. Roll call vote taken. Motion carried. 11 yeas, 0 nays

**(Resolution 2020.01.012)** Motion was made by Fritz Byers and seconded by Ted Kaczorowski for approval of the entire Audit/Finance Committee Report. Roll call vote was taken. Motion carried. 11 yeas, 0 nays



## **B. Environmental Health Committee Report – Don Murray**

1. Jamestown Apartment representatives were summonsed in for several pool violations over the last 18 months. The Regional Manager, Stephen Hentemann was informed that these issues needed to be addressed. If not dealt with satisfactorily the pool license would be revoked until such time as all repairs and issues were properly addressed.
2. HSTS Authorizing Resolutions:
  - a. A resolution authorizing the Health Commissioner to apply for, accept and enter into a Water Pollution Control Loan Fund Agreement for the repair and replacement of Home Sewage Treatment Systems was presented. A motion is required to approve this resolution.

**(Resolution 2020.01.013)** Motion was made by Ted Kaczorowski and seconded by Perlean Griffin to authorize the Health Commissioner to apply for, accept, and enter into a Water Pollution Control, Loan Fund Agreement for the repair and replacement of Home Sewage Treatment Systems. Roll call vote was taken. Motion carried. 11 yeas, 0 nays

- b. A resolution authorizing the Health Commissioner to enter into contract with septic installers, soil design and evaluators, and to approve invoices, refund bid guaranty, purchase sewage permits, and other expenditures for the 2020 Water Pollution Control Loan Fund (WPCLF) Agreement for the repair and replacement of Home Sewage Treatment Systems (2020 HSTS Grants). A motion is required to approve this resolution.

**(Resolution 2020.01.014)** Motion was made by Fritz Byers and seconded by Ted Kaczorowski to authorize the Health Commissioner to enter into a contract with septic and installers, soil design and Evaluators, and approve invoices, refund bid guaranty, purchase sewage permits and other expenditures for the 2020 Water Pollution Control Loan Fund Agreement for the repair and replacement of Home Sewage Treatment systems. Roll call vote was taken. Motion carried. 11 yeas, 0 nays

3. The Swimming Pool/Campground Audits were performed this week by the Ohio Department of Health. From all indications the audit went well.
4. Days Inn Motel Swimming Pool on Miami Street was inspected during the ODH visit. The operator was given is list of items that need to be addressed. A follow-up inspection will be performed. A summons will be issued to require their representative to discuss pool issues with the EH Director and get a plan in place for them to become compliant.

**(Resolution 2019.01.015)** A motion was made by Ted Kaczorowski and seconded by Fritz Byers to approve the Environmental Health Committee Meeting report. Motion passed. 11 yeas, 0 nays.

## **C. Facility Committee – Eric Zgodzinski**

There was no meeting this month. Eric Zgodzinski reported there was correspondence with the City of Toledo about reconvening discussion on 701 Adams. More to come on that.

**D. Legislative Committee – Don Murray**

1. A copy of Senate Bill 121 is in the packet. The Bill has to do with venereal disease and how it is taught in the schools. This will be brought up at the NW Ohio Health Commissioners meeting later this month.
2. There was discussion about having a Legislative Breakfast sometime in the near future. This hasn't been done in at least 10 years. This would involve inviting local politicians and state representatives.
3. Lead Ordinance update was discussed.

**(Resolution 2019.01.016)** A motion was made by Ted Kaczorowski and seconded by Susan Postal to approve the Legislative Committee report. Motion passed 11 yeas, 0 nays.

**E. Bylaws & Governance Committee – Don Murray, Chair**

1. Possible change in the Bylaws to reflect the tenure and progression of President and Vice President. There will be further discussion on this. It will include the progression of the President, Vice President and Past President This will not affect the current year. It will have to be voted on and put into the Bylaws.
2. Board Members being required to attend at least 3/5 of the regular and special meetings. If this is to be done it would have to be changed through the Merger Agreement. There is a new Merger Agreement in process of being written at this time. Jim Walter will be in next month to discuss this along with Union Negotiations.
3. There was discussion on capping the number of Committees a Board Member can chair. It is recommended to be a maximum of two (2). If anyone has any other opinions on this to let Mr. Murray know. Dr. Ross stated that he will be calling everyone to get feedback about what you think we should be doing personally. He will also be attempting to attend each of the committee meetings over the next couple of months. Dr. Woodson thanks those who were so giving of their time to chair meetings.
4. Changing the procedure of the Board Meeting to utilize a consent agenda format instead of the current agenda process for some of the boilerplate items that can be accepted by general approval. The agenda will also have the opportunity to be to have items extracted from the consent approval portion and further discussed individually during a meeting.
5. Discussed the possibility of a quarterly review of the Strategic Plan to keep abreast of where we are as an agency. There will be further discussion whether this should be part of the Bylaws or a policy.
6. There was discussion regarding designating Committees section of the Bylaws on page 7.
  - a. The President of the Board may establish, modify, or eliminate ad hoc and/or advisory committees to assist the President and the Board of Health in their official functions. The President may determine the scope of committee assignments, appoint membership, and specify the chairperson.

**(Resolution 2019.01.017)** A motion was made by Fritz Byers and seconded by Matt Heyrman to approve the Bylaws & Governance Committee report. Motion passed 11 yeas, 0 nays.



## **XII. Pending Business: Division Reports**

1. Gwen Gregory reported that we have our new Nurse Practitioner on staff, Deanna Zaciek. She had been shadowing with Norma Lake. The area where the clinic will be located is being painted and readied. This is in the old dental program area. There is training that staff will need to go through as we continue preparing. Dr. Ross asked what plans there are for getting the word out. Shannon Lands and Gwen have met with Thread Marketing Group and there are plans to have an open house in March. We will have media involvement with both Radio and TV. A brochure is being developed to distribute to other areas in the community. Planned Parenthood has allowed us to have our brochures at their locations and will promote our venture. They are willing to direct patients who no longer qualify for their services to our agency. Shannon Lands said that we will be working with Thread Marketing in regards to graphic development, social and digital media campaigns. There will be a live remote broadcast from our location. We want to make the open house in March very big and draw in our community. They can come in and learn about our services, see the new look of our clinic and also have fun and educational components. This will be from 2:00 pm to 6:00 pm. Additionally, we are going to make it easier for people to schedule appointments. This will be done on our website. They will get reminder text to be sure they come to the appointment.
2. Eric stated that we are still planning for an April start for the clinic, but would also like to start earlier. We are able to bill now through the grant.
3. Dr. Ross asked if we are involved in vaping and the sale of vaping products. Shannon Lands stated that our role is strictly an educational role. Letting establishments know what is available. As far as the enforcement piece, that is not anything we do. We do compliance checks as part of our grant.
4. Shannon commented that the work the staff is doing on NOSS at the three sites is extraordinary. They saw 152 new participants in 2019. They have received quite a few syringes back into these locations. There was 100% increase in returned syringes and a 30% increase on distributed syringes. The Harm Reduction efforts are really being applied at these locations. We are pulling people from Michigan and our surrounding counties to utilize our services. The fentanyl test strips provided have increased 132% increase. People are very interested in utilizing them. We are trying to get another location for these services because there is a need for it across the county. There are only 2 staff members in this program and they are spread very thin. We are in discussions on how to get another staff member involved to go out into the community to work with our staff.
5. Opiates Program: Mahj Steffin is our new Opiate Coordinator. The Lucas County Opioid Coalition is on February 5<sup>th</sup> at 1:30 at the Kent Branch Library. We have an epidemic in Lucas County and are working to determine how to best leverage our resources and other community partners to the fullest capacity. Mahj will be working with Eric and Shannon on coming up with a plan for this committee. There are currently several workgroups working under the coalition and Mahj is putting together an executive committee to drive the coalition. From harm reduction, prevention, education, and providers, how can we put them all together? We will be getting reports from each on a monthly or quarterly basis to report out to the coalition. They will be identifying needs and gaps working with our Healing Communities. We are taking a long hard look at what we are doing here locally. Where the resources need to be focused and changes need to be made to take us to the next level? Establishing this committee will help the decision makers and leaders in Lucas County work together for the best outcomes for our communities.

6. A new Facebook page is being developed for the Reproductive Health & Wellness Center. We will be using Snapchat and Instagram. We have paid campaigns that will be implemented in the next few weeks for people to come in and use our services. We will be canvassing and reaching a lot of people.
7. There was a request for a list of our stakeholders which Brandon has put together. These are individuals who are close stakeholders or community partners that we have composed. We utilize this when we need to reach out to our community or to mobilize our community for collaborative efforts.
8. Dave Welch mentioned that we are working with OEPA and the City of Oregon on the Wolf Creek issues to start doing sampling. We are working with our GIS program to map all of the septic and well systems in the county. We are starting to get our lab set back up to do regular sampling of creeks and ditches for *E.coli* and *coliform*.

### **XIII. Health Commissioner's Comments – Eric Zgodzinski**

1. NALBOH conference will be August 18 & 19 – Eric submitted an abstract for this conference and it was accepted so we will be presenting there on the 19<sup>th</sup>. This will be on our Strategic Plan. We will talk about the barriers and facilitators and also about the lessons learned. This will also be presented to our Board of Health.
2. Eric provided a presentation on Quarantine and Isolation. An update on coronavirus was also included in the presentation. Copies of the PowerPoint were included in the Board packet

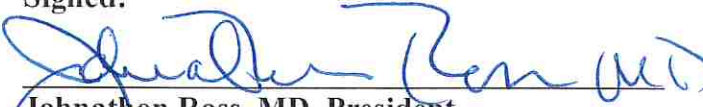
### **XIV. Other Items and Public Health in the News – Dr. Donna Woodson**

1. Dr. Woodson distributed a CDC one-page report on coronavirus by to Dr. Woodson to the Board Members.
2. Ted Kaczorowski voiced his concern on all of the CBD products which are unregulated items. Young people and children are using these products. Is there something that we can do to get more information about these products as we don't know the long-term effects of these products? Eric stated that Dr. Willey at UPMC conducted a study on marijuana and psychosis, and long-term use. He is not only concerned with marijuana but also vaping. Eric would like to have him come in at talk to us about some of these issues.
3. Don Murray asked about the retreat for this year. Eric referred to the flier about the staff retreat, to which the Board Members are invited. There will also be a Board of Health Members retreat planed.

### **XV. Adjourn**

(Resolution 2019.01.018) A motion to adjourn was made by Donald Murray. Motion carried. 11 yeas, 0 nays

**Signed:**

  
 Johnathon Ross, MD, President  
 Lucas County Regional Health District Board

2/27/2020  
 Date

**Attested By:**

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

2/27/2020  
 Date