

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Virtual Meeting on Zoom website
April 23, 2020 – 8:30 A.M.

I. Call to Order and Roll Call

Dr. Johnathon Ross, President, called the meeting to order at 8:32AM.

A roll call was taken of Board Members for attendance:

Present: Fritz Byers, Barbara Conover, Richard Fernandez, DPT, Perlean Griffin, Ted Kaczorowski, Donald Murray, Susan Postal, Johnathon Ross, MD, Michelle Schultz, Barbara Sarantou, Donna Woodson, MD

Excused: Matthew Heyrman

II. Introduction of Guests

Union Representatives: Nate Fries and Cathy Nearhood

Staff and others: Eric Zgodzinski, DrPH, Dr. Jay Smith, Dave Welch, Shannon Lands, Tina Stokes, Josie Smith, Gwendolynn Gregory, Alice Dargartz, Jessica Poupard, Legal Counsel – Kevin Pituch

Dr. Ross introduced Dr. Jay Smith who is contracted with TLCHD to serve as the Medical Director.

III. Additions/Deletions to Agenda

Eric Zgodzinski stated there would be no need for an Executive Session.

IV. Approval of Minutes

February 27, 2020 BOH Minutes

(Resolution 2020.04.057) A motion was made by Susan Postal and seconded by Fritz Byers to approve the February 27, 2020 Board of Health meeting minutes. Motion carried, 10 Yeas, 0 Nays, 1 Abstain

March 12, 2020 BOH Minutes (Emergency Meeting)

(Resolution 2020.04.058) A motion was made by Susan Postal and seconded by Richard Fernandez, DPT, to approve the March 12, 2020 Board of Health meeting minutes. Motion carried, 10 Yeas, 0 Nays, 1 Abstain

March 23, 2020 BOH Minutes

(Resolution 2020.04.059) A motion was made by Donna Woodson, MD and seconded by Susan Postal to approve the March 23, 2020 Board of Health meeting minutes. Motion carried, 10 Yeas, 0 Nays, 1 Abstain

March 26, 2020 BOH Minutes (Emergency Meeting)

(Resolution 2020.04.060) A motion was made by Barbara Conover and seconded by Susan Postal to approve the March 26, 2020 Board of Health meeting minutes. Motion carried, 10 Yeas, 0 Nays, 1 Abstain

V. Approval of the March 2020 Vouchers

The Audit/Finance Committee did not meet prior to this meeting. Ted Kaczorowski stated that there was nothing out of the ordinary to report and no changes to the reports which were emailed to the Board Members. Education session for board processes including finance will be held after we are through the COVID-19 pandemic.

(Resolution 2020.04.061) A motion was made by Donald Murray and seconded by Barbara Conover to approve the March, 2020 vouchers for payment. Motion carried, 11 Yeas, 0 Nays

VI. Legal Update

Kevin Pituch stated that there was nothing to report. The Prosecutor's office has worked with the department over the past several weeks in assisting with information and guidance during the COVID-19 pandemic when needed.

VII. Audit/Finance Update

There are ending cash balances that still have funds in the FQHC line item. Tina explained that these funds will be transferred into the clinics that we currently operate and the balance will be put into the general fund. This will be presented to the Board of Health meeting once the Committee meets again.

The Coronavirus Response Grant awarded to TLCHD is \$382,794.00. A payroll policy with specific language is needed in order to spend that money. This can pay for things such as testing and salaries.

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 March 2020 in the ordinary course of business. Total transfer is \$38,434.92 consisting of changes in various expense categories.

(Resolution 2020.04.062) A motion was made by Fritz Byers and seconded by Michelle Schultz to approve the Transfer of Appropriations for the month of March, 2020 in the amount of \$38,434.92. Roll call vote was taken. Motion carried, 11 Yeas, 0 Nays

Revenue Estimates and Expense Appropriations: Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of March 2020 in the amount of \$1,591,541.31.

(Resolution 2020.04.063) A motion was made by Perlean Griffin and seconded by Susan Postal to approve the Revenue Estimates and Expense Appropriations for the month of March, 2020 in the amount of \$1,591,541.31. Roll call vote was taken. Motion carried, 11 Yeas, 0 Nays

VIII. Personnel Report

Josie Smith reported that there was no Personnel Committee Meeting held this month. However Josie was in contact with Michelle Schultz concerning a personnel matter regarding the Mobile Vision Program.

At the February 27, 2020 Board of Health Meeting approval was given to layoff two opticians due to lack of work in the Mobile Vision Program. The opticians were laid off effective April 20, 2020. In the days preceding the layoff there was a meeting with both of the opticians to develop a plan of how to address any issues that may arise in the program. It was discussed that there could be value in not laying off both opticians at this time. In addition to not having an Optometrist, the schools closing removes access to the schools and to the children at this time. The opticians had been working with patients and ordering glasses for which we have active prescriptions. They were able to order replacement glasses up to the benefit level of each patient's medical plan. Rather than lay off both opticians we have an interest in altering that by recalling one of them. This will be for 5 to 10 hours a week to maintain the minimum level of care for our patients to make sure they can continue to receive their glasses. We are asking for a motion to recall one of the opticians.

(Resolution 2020.04.064) A motion was made by Fritz Byers and seconded by Donald Murray to approve the recall of Mona Overmyer, Optician to work up to 10 hours per week to maintain the minimum level of care for current patients. Motion carried, 11 Yeas, 0 Nays

Discussion: The question was asked how we are progressing in getting another optometrist. We placed an ad on the American Optometrist Association and received a resume and have been corresponding with the applicant. We will have more discussion after May 1st. Mona and Kristin were going out to local offices to try to get some interest in the program. There is one practice, Summit Family Practice which has 2 optometrists that we have been in active discussion with them as well. Before the schools closed we were working on setting up a trial run for them so that they could come into one of the schools and see the structure and how we give those exams. We are very hopeful that this prospective partnership will turn into contracts as soon as we can get back to the children.

Josie Smith stated that it is her hope to have a policy on tele-commuting the expectations and guidelines for working for home. This should be presented at the meeting in May.

XI. Health Commissioner's Comments


Eric Zgodzinski stated that we are now working in a new world. We will have to have a new way of doing public health. Working from home and alternate work hours and sites will have to be considered in the near future. Tele-working could not be done 15 – 20 years ago because we didn't have the technology. We now have the ability to do our jobs differently.

- Josie Smith is working on a policy and procedure for staff work from home. This will allow for less physical contact with staff.
- Dr. Ross stated that he and Eric have been in constant contact concerning what is going on at the EOC and the tasks that are important to be done. Dr. Jay Smith, our Medical Director has also been involved. Mike Hart has been sending an email of the daily activities at the EOC to the Board of Health Members. The most important thing to talk about now is how we make decisions about whether to come out of the shut-down and the associated risks and benefits would be.
- There was discussion with staff on the weekly call that, to be transparent, we may have some financial issues that may occur as this progresses. If we can have some leeway from the Federal Government with deliverables that will help with grants. We don't know what, if any, the reimbursements may be for the pandemic.

- Our Epidemiology staff, under Dave's direction, has been able to change the system every day to make it better for the response to this pandemic.
- The University of Toledo has been working with us to use their facilities for self-quarantine. Also, Dr. Joseph Dake has provided help in getting the self-survey up and running.
- BP/Husky has settled their case and are ready to have us start the lead abatement on the homes that have been affected. We are in the process of finalizing the Scope of Work for the project, a 1.2 million dollar funding source. The houses are already in our system for lead control.
- Eric read a letter from the US Department of Health and Human Services. This letter is congratulating the Toledo-Lucas County Health Department on its Accreditation by the Public Health Accreditation Board (PHAB).
- There was discussion about the nursing homes and how they are handling the pandemic. We are working with them and have had conference calls. This will be looked at more as we progress.
- Dr. Ross expressed his appreciation to Eric and the entire staff for their hard work through this event. Ted mentioned that we take for granted all that this staff does and has proven themselves to be resourceful and remarkably agile to be able to move along with a difficult circumstance presented. The Board is proud of everyone for stepping up to the plate.
- Eric recognized Dr. Smith for working hard to understand public health over the past five weeks. He will be working with us for a while and will be building a relationship with us. Dr. Smith was thanked for what he has done and looking forward to working with him in the future.

(Resolution 2020.04/065) A motion was made by Donald Murray and seconded by Donna Woodson, MD to adjourn. Motion carried, 11 Yeas, 0 Nays

Signed By:




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

6/3/2020

 Date

Attested By:



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

6/3/2020

 Date