

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Department of Operations Center (DOC) #254
February 27, 2020 – 8:30 A.M.

I. Call to Order and Roll Call

Dr. Johnathon Ross, President, called the meeting to order at 8:35AM.

A roll call was taken of Board Members for attendance:

Present: Barbara Conover, Richard Fernandez, DPT, Perlean Griffin, Matthew Heyrman, Ted Kaczorowski, Donald Murray, Johnathon Ross, MD, Barbara Sarantou, Michelle Schultz, Donna Woodson, MD

Excused: Fritz Byers, and Susan Postal

II. Introduction of Guests

A) Union representatives: Tony Maziarz (AFSCME) and Vicki Laverde (ONA)

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

III. Additions/Deletions to Agenda

Don Murray stated that he has to leave between 9:30-10:00 AM. The Bylaws & Governance Committees did not meet this month and the Legislative Committee just had a brief conversation that he deferred to Eric Zgodzinski report out at that time. Environmental Health meeting did meet on February 19, 2020. Mr. Murray deferred to Dave Welch and Eric Zgodzinski to report out. There were no resolutions to be presented for any of these committees.

Dr. Donna Woodson asked to share an update from the UTMC Campus issue. This will be put under Prior Business.

IV. Approval of the January 23, 2020 BOH Meeting Minutes

The January 23, 2020 Board of Health Minutes were sent to the Board Members prior to this meeting for review.

Dr. Woodson brought up that there was a numbering error on the minutes from the prior meeting. This is being corrected to show the proper number sequence.

(Resolution 2020.02.019) A motion was made by Donald Murray and seconded by Perlean Griffin to approve the January 23, 2020 Board Meeting Minutes with corrections. Motion carried. 10 yeas, 0 nays.

V. Approval of Payment for January 2020 Vouchers

Ted Kaczorowski stated the Audit/Finance Committee met on February 24, 2020 to review the bill schedule. Tina Stokes stated that due to the change in the finance system the transfer of any money between Lucas County agencies will be listed as a journal entry for both revenue and expenses.

(Resolution 2020.02.020) A motion was made by Barbara Sarantou and seconded by Donna Woodson, MD to approve January 2020 vouchers. Motion carried. 10 yeas, 0 nays.

VI. Legal Update

Kevin Pituch stated that the plaintiffs in the City of Toledo Lead Ordinance case have submitted their Notice of Appeal. They are asking the Court to take it on. The Court does not have to take it as it is a discretionary appeal. The Court turns down roughly 90% of Discretionary appeals it receives. We will know in May or June if they take it or not.

VII. Executive Session

(Resolution 2020.02.021) A motion was made Ted Kaczorowski and seconded by Richard Fernandez, DPT to enter into an Executive Session for the purpose of reviewing negotiations and compensation of public employees, and employment of public employees. Motion carried. 10 yeas, 0 nays.

(Resolution 2020.02.022) A motion was made by Donald Murray and seconded by Ted Kaczorowski to return to the Board of Health regular session. Motion carried. 10 yeas, 0 nays.

VIII. New Business/Contracts

- 1) Eric Zgodzinski requested a motion to accept the AFSCME contract which provides a 2% general wage increase retroactive to January 1, 2020 with the addition of 2 personal days to be used by November 1, 2020. AFSCME membership has already ratified this agreement. This is a three year agreement with a 2% annual wage increase and two personal days to be taken by November 1st of each year.

(Resolution 2020.02.023) A motion was made by Matthew Heyrman and seconded by Donald Murray to approve the AFSCME Contract. Roll call vote taken. Motion carried. 10 yeas, 0 nays.

- 2) Eric Zgodzinski requested a motion to for a one year 2% general wage increase retroactive to January 1, 2020 with the addition of 2 personal days to be used by November 1, 2020 for the Non-bargaining Unit employees.

(Resolution 2020.02.024) A motion was made by Matthew Heyrman and seconded by Donald Murray to approve NBU agreement. Roll call vote taken. Motion carried. 10 yeas, 0 nays.

- 3) Josie Smith asked for a motion for the layoff of two opticians, within a 30 day window, in the Mobile Vision Program, for the reason of lack of work.

(Resolution 2020.02.025) A motion was made by Matthew Heyrman and seconded by Donald Murray to approve the layoff of two opticians as stated. Roll call vote taken. Motion carried. 10 yeas, 0 nays.

Matt Heyrman asked, for the record, the Rationale for Layoff that was presented be part of the minutes.

IX. New Business/Points for Consideration

Eric Zgodzinski stated that we have been talking about children's health and the idea of starting a Childhood Wellness initiative. We need to finalize this with some resolution that this department wants to spend some money to look at the childhood wellness issues within our community. The concept is pre-conception to 18 years old. The Harvard study that was sent out to the board members this week to look over is a 4 platform approach. These are things we have talked about for a long time and are the mainstays of creating a better environment for our children. The infant mortality rate for our community is a concern, especially for the African-American population. We need to go back to before pre-conception for both men and women to understand what they have to do to get a child to 1, 5, 18 years and pass that. There are multiple agencies that are trying to work on each platform. The Board was asked to read over the document and there will be time for more discussion at the next BOH meeting.

Dr. Ross stated that he spoke with Polly Taylor-Gerken on the School Board about the number of TPS students who are homeless. If there are kids in this type of environment, the likelihood that they will do well is going to have long-term impacts on their ability to function in the community or be a burden on the welfare of the community, law enforcement and the court system. It all spills over and every dollar spent in those first few years, the returns are pretty huge. This is all going to take money to create a place where you would want your children to be in every level of this society.

Dr. Woodson brought up the fact that School Nurses are incredibly important to be in the school system and recognize these children before their situation gets too bad. Matt Heyrman stated that he echoes Dr. Woodson's comments and appreciates highlighting the issue we will talk about next month and getting background out to have a more informed conversation. Can we bring data from the Robert Wood Johnson Foundation as well as our Community Assessment to have a more informed conversation as to which areas of the 4 planks we are talking about? If there is more reading that could be sent out to the board ahead of the meeting, it would be beneficial. This impacts so many organization in the community. How can we bring in the right people? We could invite key coordination positions from our own organization to hear the discussion, they have so much valuable information to share.

Dr. Woodson mentioned that he Legal/Medical Seminar put on by the Academy of Medicine and the Bar Association on is scheduled on May 19, 2020. The meeting is focusing on millennial issues and communication. Every two years there is an ODH survey on a Youth Behavior Survey. This will be available in time for the seminar. ODH has a division called Infant, Youth, and Adolescent Behavior which may have a framework that we can use. ODH Medical Director, Dr. Mark Hurst, will be the keynote speaker. The meeting will be held at Toledo Hospital's Auditorium.

Eric Zgodzinski presented the Board Member with a Self-Evaluation Form to be completed and brought back to the next BOH meeting.

Brandon Palinski discussed the 2019 Staff Satisfaction Survey which was completed at the end of 2019 and will be presented to leadership by April 1st. This will then be filtered out to the BOH and staff.

(Don Murray left at 9:30 AM)

X. Other Business

Dr. Donna Woodson spoke regarding the UTMC issues. She stated that she, along with Dr. Willey, Dr. Maurice Manning and Dr. John McSweeney will be speaking at the Faculty Senate meeting today. Dr. Woodson will be speaking on Social Determinants of Health...Public Health is Everybody's Business.

The community meetings concerning UTMC are being held every other Saturday at Park Church at Glendale and Broadway. The next meeting will be on Saturday, March 7, 2020 at 10:00 AM. These meetings have been well attended.

XI. Committee Reports

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

Ted Kaczorowski presented the Audit/Finance Committee report. The Audit/Finance Committee met on February 24, 2020. The financial packet was provided via email and includes all of the financial data that was reviewed by the Committee.

Transfer of Appropriations and Revenue Estimates

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 January 2020 in the ordinary course of business. Total transfer is \$17,148.00 consisting of changes in various expense categories.

(Resolution 2020.02.026) A motion was made by Richard Fernandez, DPT and seconded by Barb Sarantou to approve the Transfers of Appropriations for the month of January 2020 in the amount of \$17,148.00. Motion carried. 9 yeas, 0 nays.

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of January 2020 in the amount of \$6,634,859.13 for Revenue Estimates and \$7,330,770.18 for Appropriations.

(Resolution 2020.02.027) A motion was made by Barbara Conover and seconded by Michelle Schultz to approve the changes in Revenue Estimates for the month of January 2020 in the amount of \$6,634,859.13 for Revenue Estimates and \$7,330,770.18 for Appropriations. Motion carried. 9 yeas, 0 nays.

Other Items – Board Resolution – Signature Bank Credit Card

Board of Health Resolution is required to authorize the Health Commissioner to apply for and obtain a corporate credit card from Signature Bank.

(Resolution 2020.02.028) A motion was made by Matthew Heyrman and seconded by Donna Woodson, MD to authorize the Health Commissioner to apply for and obtain a corporate credit card from Signature Bank. Motion carried. 9 yeas, 0 nays

Other Items – Board Resolution – 2021 Proposed Budget and Estimated Resources

Board of Health Resolution is required to approve the 2021 Proposed Budget and Estimated Resources. The Proposed Budget gives an estimate of money to be spent and received.

(Resolution 2020.02.029) A motion was made by Barbara Sarantou and seconded by Perlean Griffin to approve the 2021 Proposed Budget and Estimated Resources. Motion carried. 9 yeas, 0 nays

Ted Kaczorowski stated the committee has discussed having someone who can monitor grants more closely which will provide a better chance of securing additional funding which we may not be know is available. This would also give us the chance to see that all the grants are being properly allocated and all the deadlines are met. More will be discussed later.

Matt Heyrman stated that he is working with Administration to help make the budget more transparent. It is complicated because so many of the dollars come from grants. There will be a committee meeting between now and the March meeting to discuss possible ways to make the report more understandable. We are looking into having an educational forum in April or May to show how our funding is received and show how the funds flow.

(Resolution 2020.02.030) Motion was made by Perlean Griffin and seconded by Richard Fernandez, DPT to approve of the entire Audit/Finance Committee Report. Motion carried. 9 yeas, 0 nays

Matt Heyrman left at 10:05am

B. Personnel Committee Report

The Personnel Committee met on February 24, 2020.

1. There were no new hires during the month.
2. Norma Lake, NP retired February 14, 2020 and was replaced by Deanna Zaciek, APRN, NP-C.
3. Yolanda Taylor, Medical Assistant in WIC resigned effective February 7, 2020. A motion is required to approve the request to recall Melissa Regalado to the full-time Medical Assistant position in WIC. Melissa was laid off on June 29, 2018.

(Resolution 2020.02.031) Motion was made by Barbara Conover and seconded by Ted Kaczorowski to recall Melissa Regalado to the position of Medical Assistant in the WIC division. Motion carried. 9 yeas, 0 nays

4. The Personnel Committee discussed a reorganization of the agency divisions from the Division of Health Services & Outreach to the Division of Clinical and Community Wellness; and from the Division of Health Promotion and Policy Implementation to the Division of Population Health and Quality Assurance.
5. The Director of Nursing position has been vacant since August 20, 2019. Board action in November named Gwendolynn Gregory as the Acting Director of Nursing & Health Services, effective November 19, 2019.

A motion is requested to accept the revised position description of Director of Nursing, pay grade E6, in the Unclassified Service in the newly renamed Division of Clinical and Community Wellness. In addition approval is also requested to offer Gwendolynn Gregory the position of Director of Nursing in the Division of Clinical & Community Wellness.

(Resolution 2020.02.032) A motion was made by Ted Kaczorowski and seconded by Barbara Sarantou to reclassify the position description of Director of Nursing and to offer Gwendolynn Gregory the position of Director of Nursing in the Division of Clinical & Community Wellness at the hourly wage of \$43.49. Motion carried. 9 yeas, 0 nays

Eric stated that we have worked on framing Reproductive Health over the last couple of months. Gwen has brought some neat things to the table from her perspective. The Reproductive Health and Wellness area needs to be almost perfect from the start. The margin for error is not great. We will have to get through the first year to see where we are. The budget is not great for the RHWC. We are working to make this the best clinic it can be.

Gwen Gregory spoke about some of the attributes of the clinic setting. There will be digital white-boards in each of the three exam rooms. These are screens which allows the clinician/provider to show the patient a picture of any part of the anatomy, write on it, explain what is going on in their body, and the patient gets a visual that they will leave with attached to their care. This will be more comprehensive for them to understand what is going on with them. There will be an educational monitor in the check-out area that will speak not only about reproductive issues but also preventative issues. This will be in layman terms. We will have pap and pelvic exams available along with testicular exams and breast exams. A list of providers is being developed to give to the patient for referral services. We will have a Certified Application Counselor (CAC) who will there to enroll people in Medicaid who have termed out.

An open house will be held on Wednesday, March 25, 2020 from 2:00 pm – 6:00 pm. The Clinic's grand opening will be Wednesday, April 1, 2020. The Ohio Department of Health representatives will be attending.

Dr. Woodson stated that she would like the Health Services Committee to be able go through the clinic area to see what is going on in the set-up.

6. Dina Ramirez was promoted to the position of Health Educator in the SOR grant on February 17, 2020. This is a temporary position through September, 2020.
7. Eric stated that with the RHWC grant coming on quickly, clerical support has been at an arms-length. Clerical staff will be hired in the next couple weeks and we are looking at hiring a part-time nurse. This may be done prior to the next Board meeting. Authority has been given previously to the Health Commission to hire employees in an emergency. Personnel Committee and the Board President will be notified in advance of any decisions to hire.

(Resolution 2020.02.033) A motion was made by Ted Kaczorowski and seconded by Richard Fernandez, DTP to approve the Personnel Committee Report as given. Motion carried. 9 yeas, 0 nays

C. Environmental Health Committee Report – Dave Welch

1. Update on Toledo's Lead-safe Law – we are working with the City of Toledo in going through the details of the law. It looks like we will go back to the 2016 ordinance we implemented and use that as a framework. There is no funding on the City's side or our side for this program. The current fee of \$45 will be increased possibly to \$100 to help cover the costs. The original proposal, with both TLCHD and the City doing the work was between \$800,000 and \$900,000. We believe it can be done by TLCHD and save \$200,000 to \$300,000. The phases will be extended by 6 months. This would help us to get people through the process easier if they are spaced out. It will be another month or two before we have anything concrete.
2. BP/Huskey funds for lead abatement work. This was a consent decree handed down because BP/Huskey had violated the Clean Air Act. There is \$1.2 million for lead abatement and rehab of homes within the high-risk area of an 18 mile radius of the plant in East Toledo. This will provide funds for 40 – 80 qualified homes to be rehabbed within 36 months. This will mimic the HUD grant as to what work needs to be done. We are working on the bidding process with the Department of Neighborhoods. 10% of the \$1.2 million is for administrative plus there are risk assessments and clearance inspections which we can do and for which we will be reimbursed.
3. Lucas Metropolitan Housing Authority (LMHA) - Housing Choice Voucher program has approached TLCHD to inspect their 60 houses. This would involve training on how the inspections are to be done. The inspection would be similar to our Health Home inspections. We will be submitting a proposal of the cost to LMHA.
4. Environmental Health is looking at upgrading the software program which tracks the inspections, etc. in the division. The current HealthSpace program is outdated and unable to provide the data we need. The new HealthSpace Cloud costs \$48,000 to implement the program with \$18,000 annual maintenance.
5. Our website was updated last night through the efforts of staff to inform the community of the current status of coronavirus. Lauren Wagener, Epidemiologist and Eileen presented on the Coronavirus and the current data.

(Resolution 2020.02.034) A motion to accept the Environmental Health Committee report was made by Barbara Conover and seconded by Michelle Schultz. Motion carried. 9 yeas, 0 nays

Barb Sarantou left at 10:50am

XII. Facilities Committee

No report

XIII. Legislative Committee

- 1. There was discussion about the Toledo Lead Law as discussed earlier.
- 2. There are plans to have a Legislative Breakfast in the near future.

XIV. Bylaws Committee

- 1. There was no meeting held

XV. Health Commissioner’s Comments – Eric Zgodzinski

With the Coronavirus activities you can see that our staff with all their abilities is working diligently on the issue. This is just a part of the great work this staff does every day.

We will come back and talk about bench strength at a later time. Our bench strength is very low and we ask a lot of our staff. More to come on that.

XVI. Other Items and Public Health in the News – Dr. Johnathon Ross

Dr. Ross brought attention to Environmental Health Spring forum on March 13, 2020

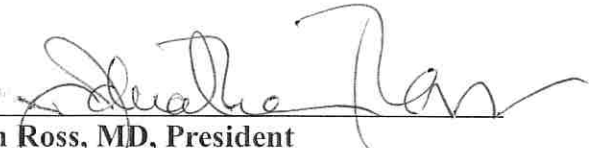
District Advisory Council (DAC) meeting will be on March 11, 2020 at 7:00 PM at the Springfield Township Hall. This is open to everyone to attend.

TLCHD Staff Retreat will be on Friday, March 6, 2020 from 8:00 am – 4:00 pm. If you plan to come please let Alice Dargartz know.

XVII. Adjourn

(Resolution 2020.02.035) A motion to adjourn was made by Donna Woodson, MD and seconded by Ted Kaczorowski at 11:00AM Motion carried. 8 yeas, 0 nays

Signed:



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

4/23/2020

Date

Attested By:



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

04-24-20

Date