

**LUCAS COUNTY REGIONAL HEALTH DISTRICT**  
**Board of Health Meeting**  
**Zoom Virtual Meeting**  
**January 28, 2021 – 8:30 AM.**

**I. Call to Order and Roll Call**

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

A roll call was taken of Board Members for attendance:

*Present:* Fritz Byers, Amr Elaskary, Richard Fernandez, DPT, Matthew Heyrman, Ted Kaczorowski, Richard Munk, MD, Donald Murray, Susan Postal, Johnathon Ross, MD, Barbara Sarantou, Michelle Schultz, Donna Woodson, MD

**II. Introduction of Guests**

Union Representatives: Cathy Nearhood (ONA) and Legal Counsel – Kevin Pituch

Staff and others: Eric Zgodzinski, DrPH, Daniel Cadigan, MD, Dave Welch, Tina Stokes, Josie Smith, Gwendolynn Gregory, Shannon Lands, Alice Dargartz, Jessica Poupard

**III. Additions/Deletions to Agenda**

No changes to the agenda

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

Don Murray stated with the situation we are in within the community with the pandemic there has been some discussion concerning elections of President and Vice President. Dr. Ross and Ted Kaczorowski's names were nominated for the positions of President and Vice-President.

Dr. Ross stated that it has been his intention to not be President for more than one year. Ted Kaczorowski has indicated that he has concern of being the President of the Board of Health in the middle of the COVID epidemic. Dr. Ross stated that he and Ted would stay in the position if reelected with the understanding that later this year, as the COVID epidemic gets under control with vaccination he would like to resign and Ted would take over as President. There was an expression of interest from Dr. Fernandez in running for Vice President. After further discussion, Dr. Fernandez stated that he rescinded his name from the nomination for Vice-President for continuity during this time. The recommendation is to hold an election and when Dr. Ross resigns later in the year, Ted would then move into the President's position and the Board would have an election to name a Vice President at that time.

Mr. Murray opened the floor for additional nominations for President. Dr. Johnathon Ross is the only nomination at this time. Mr. Murray requested 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 2021.01.001)** A motion was made to close the nominations for the position of President by Dr. Munk and seconded by Dr. Fernandez. By acclamation the position of President goes to Dr. Johnathon Ross. Motion carried. 12 Yeas, 0 Nays.

Mr. Murray opened the floor for additional nominations for Vice President. Ted Kaczorowski is the only nomination at this time. Mr. Murray requested 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 2021.01.002)** A motion to close nominations for the position of Vice President was made by Dr. Fernandez and seconded by Dr. Woodson. By acclamation the position of Vice President goes to Ted Kaczorowski. Motion carried. 12 Yeas, 0 Nays.

**(Resolution 2021.01.003)** Motion to close the election was made by Dr. Munk and seconded by Dr. Woodson. Motion carried, 12 Yeas, 0 Nays.

**V. Approval of Board Minutes from December 17, 2020, and January 14, 2021 Special Meeting**

Dr. Ross stated there was concern about another person's personal health information being discussed during the meeting. It was discussed with the individual and determined they didn't feel it was a problem for them personally. As a board we need to be cautious about putting personal health information into our minutes for any staff member or member of the board.

**(Resolution 2021.01.004)** A motion was made by Dr. Woodson and seconded by Dr. Munk to approve the minutes of the December 17, 2020, Regular Board Meeting. Motion carried, 12 Yeas, 0 Nays.

**(Resolution 2021.01.005)** A motion was made by Don Murray and seconded by Dr. Munk to approve the minutes of the January 14, 2021, Special Board meeting minutes. Motion carried, 12 Yeas, 0 Nays.

**VI. Legal Update**

Kevin Pituch stated that his report would be given during the Executive Session regarding pending litigation.

**VII. Executive Session**

**(Resolution 2021.01.006)** A motion was made by Dr. Woodson and seconded by Susan Postal to enter into an Executive Session for the purpose of pending litigation at 8:30 AM. Roll call vote was taken. Motion carried. 12 Yeas, 0 Nays.

**(Resolution 2021.01.007)** A motion was made by Dr. Munk and seconded by Susan Postal to return to the regular session at 9:14 AM. Roll call vote was taken. Motion carried. 12 Yeas, 0 Nays.

Dr. Ross stated that there were no decisions made during the Executive Session that will require a vote.

**VIII. Medical Director Report – Dr. Daniel Cadigan**

Dr. Cadigan reported COVID has been the main focus.

- Much of the last month has been handling questions regarding COVID-19. Staff questions about vaccination and any unusual circumstances. Everyone has done a wonderful job in getting the vaccine rollout up and moving well.
- Participated in the medical involvement of the V-Project as we move forward.
- We are close to having all of the members in place for the Medical Advisory Group. The plan is to move on to fetal mortality in the next few weeks and getting that program more active within the community.

- Dr. Rafeeq, an allergist who is one of the members of the Medical Advisory Group has reviewed our allergy protocol for COVID vaccination and made suggestions to revise the protocol.
- Completed bi-annual chart reviews for the Certified Nurse Practitioner's position. There were no issues with the charting. Patient satisfaction is quite high.

Dr. Ross commented he is particularly pleased that we are putting together this group of medical experts in the community. Having their input into coping with community based public health issues is going to give us additional leverage. Having a handful of highly respected experts in the community backing us up on actions we might want to take is a good leverage tool.

Dr. Cadigan reported that in speaking with the advisory group, several have offered services of their groups. For example, Dr. Anthony Armstrong, an OB/GYN from Mercy, is on board and is putting us in touch with their Maternal/Fetal specialist in case we need anything from there.

Eric stated along with this we will be forming a committee of individuals from the community to share health concerns they have and eventually take these two groups and merge them together to start having conversations. We will have the medical professionals and general public's concerns with us in the middle making a better plan on how to attack public health concerns in the community. By next year we will be leaps and bounds of understanding what is happening in the community with their concerns.

Dr. Woodson asked if the board could have a list of the other medical specialists on this committee. Dr. Cadigan will get a list out to the board members.

Dr. Fernandez asked if this group would overlap with the efforts of our stakeholders who work on the Community Health Assessment (CHA) and the Community Health Improvement Plan (CHIP). Eric said he does not believe there will be overlap. The CHA and CHIP are long-term developing plans. This will be two or three steps down. This will be getting into the weeds of what we have available within community. This group along with the community members will be able to meld the group and attack the problems that would arise from the CHA and CHIP.

## **IX. Committee Reports**

### **A) Audit/Finance Report**

The Audit/Finance Committee met virtually on Monday, January 25, 2021. Ted Kaczorowski stated that there was nothing out of the ordinary to report in regards to the December 2020 vouchers. With it being the first of the year, there are some substantial amounts that are being paid.

**(Resolution 2021.01.009)** A motion was made by Susan Postal and seconded by Dr. Munk to approve the December 2020 vouchers for payment. Motion carried, 12 Yeas, 0 Nays.

### **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 December 2020 in the ordinary course of business. Total transfer is \$14,537.84 consisting of changes in various expense categories.

**(Resolution 2021.01.010)** A motion was made by Dr. Munk and seconded by Dr. Woodson to approve the Transfer of Appropriations for December 2020 in the amount of \$14,537.84. Motion carried, 12 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 December 2020 in the amount of \$10,300.00 for Expense Appropriations.

**(Resolution 2021.01.011)** A motion was made by Matt Heyrman and seconded by Dr. Woodson to approve the Revenue Estimates and Expense Appropriations of \$10,300.00 for the month of December, 2020. Motion carried, 12 Yeas, 0 Nays.

**2020 Official Amended Certificate of Estimated Resources**

The amended certificate of estimated resources indicates the actual revenue that was received. A Board of Health Resolution is required to approve and submit to the Budget Commission the 2020 Official Amended Certificate of Estimated Resources in the amount of \$15,960,516.42 as Other Sources.

**(Resolution 2021.01.012)** A motion was made by Dr. Munk and seconded by Susan Postal to approve the amended certificate of estimated resources in the amount of \$15,960,516.42. Motion carried. 12 Yeas, 0 Nays.

**2021 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 Commission the 2021 Official Certificate of Estimated Resources in the amount of \$19,344,963.00 as Other Sources.

**(Resolution 2021.01.013)** A motion was made by Barbara Sarantou and seconded by Dr. Munk to approve the 2021 official certificate of estimated resources in the amount of \$19,344,963.00 as Other Sources. Motion carried. 12 Yeas, 0 Nays.

**2020 Year End Transfer of funds**

Board of Health Resolution is required to approve the following transfer of funds as part of the December 31, 2020 year end closing: \$1,669,924.45 from the General Fund to within the General Fund and \$323,766.76 from the General Fund to the Special Revenue Fund – Fees.

**(Resolution 2021.01.014)** A motion was made by Dr. Fernandez and seconded by Dr. Munk to approve the 2020 year end closing transfer of funds: \$1,669,924.45 from the General Fund to within the General Fund and \$323,766.76 from the General Fund to the Special Revenue Fund – Fees.

**(Resolution 2021.01.015)** A motion was made by Dr. Woodson and seconded by Dr. Munk to approve the Audit/Finance Committee report as presented. Motion carried, 12 Yeas, 0 Nays.

Dr. Fernandez asked for a summary of our financial position to be presented to the board. Eric stated the Audit/Finance Committee will give a report next month. We will put a grade on how we are doing 2021 and then into 2022. Ted stated that each month we will take a portion of the Finance

report and go into more detail so it easier to understand and share with the board for an understanding of where we are and how we go about doing what we do.

**B) Personnel Report – Michelle Schultz**

The Personnel Committee met on Monday, January 25, 2021, and provided a report to the Board of Health. The following require Board action:

1. The Personnel Committee discussed and recommends a change in appointment status for the emergency hire of Matthew Orbain to the full-time permanent position of Epidemiologist in the OEI (Ohio Equity Institute) program in the AFSCME bargaining unit, at the rate of pay of \$28.75 per hour. Mr. Orbain starts February 1, 2021.

**(Resolution 2021.01.016)** A motion was made by Dr. Fernandez and seconded by Don Murray to approve the change in appointment status for the emergency hire of Matthew Orbain as outlined above. Motion carried. 12 Yeas, 0 Nays.

2. The Personnel Committee recommends the hiring in the following five positions:
  - a. Khalilah Horton to the classified full-time permanent position of Community Health Worker in Healthy Start in the non-bargaining unit, at the rate of pay of \$14.71 per hour. (\$15.00 per hour if 2021 wage increase is approved)
  - b. Desiree Johnson to the classified full-time permanent position of Community Health Worker in Healthy Start in the non-bargaining unit, at the rate of pay of \$14.71 per hour. (\$15.00 per hour if 2021 wage increase is approved)
  - c. Charity Stewart to the classified full-time permanent position of Community Health Worker in OEI (Ohio Equity Institute) in the non-bargaining unit, at the rate of pay of \$14.71 per hour. (\$15.00 per hour if 2021 wage increase is approved)
  - d. Robert Flunder to the classified full-time permanent position of Clerk II in Vital Records in the AFSCME bargaining unit, at the rate of pay of \$15.01 per hour.
  - e. Jessica Ford to the classified full-time permanent position of Clerk II in Environmental Health in the AFSCME bargaining unit, at the rate of pay of \$15.01 per hour.

**(Resolution 2021.01.017)** A motion was made by Barbara Sarantou and seconded by Dr. Munk to approve the hiring of Khalilah Horton, Desiree Johnson, Charity Stewart, Robert Flunder and Jessica Ford as outlined above. Motion carried, 12 Yeas, 0 Nays.

3. The Personnel Committee recommends the approval of two job descriptions in the Harm Reduction program: Supervisor of Overdose Prevention and Harm Reduction-salary level #E5 and Health Educator-salary level per AFSCME bargaining unit. Additional funding of \$232,000 for this and next year has been received. In addition to a grant for state opioid response to distribute Naloxone in the community.

**(Resolution 2021.01.018)** A motion was made by Dr. Fernandez and seconded by Susan Postal to approve the job descriptions as outlined above. Motion carried, 12 Yeas, 0 Nays.

4. The Personnel Committee recommends the approval of additional COVID-19 operational temporary positions and job descriptions as follows:
  - a. POD Manager and Planner – full-time temporary \$26.88 per hour (1)
  - b. Volunteer Coordinator – full-time \$26.88 per hour (1)
  - c. Call Center Clerks/Clerk II to be filled under contract (up to 4)

d. POD workers – intermittent temporary \$11.82 per hour (up to 20)

**(Resolution 2021.01.019)** A motion was made by Fritz Byers and seconded by Dr. Munk to approve the temporary COVID positions as described above. Motion carried, 12 Yeas, 0 Nays.

5. The Personnel Committee recommends the ratification of the ONA contract, to be effective January 1, 2021 through December 31, 2023, which includes a 2% general wage increase and two (2) personal days for all three (3) years of the contract.

**(Resolution 2021.01.020)** A motion was made by Dr. Munk and seconded by Fritz Byers to ratify the ONA contract, effective January 1, 2021 through December 31, 2023, which includes a 2% general wage increase and (2) personal days for three (3) years of the contract. Motion carried, 12 Yeas, 0 Nays.

6. The Personnel Committee recommends the approval of a 2% general wage increase and two (2) personal days for calendar year 2021 for all non-bargaining unit personnel.

**(Resolution 2021.01.021)** A motion was made by Dr. Fernandez and seconded by Dr. Munk to approve the 2% general wage increase and two (2) personal days for calendar year 2021 for all non-bargaining unit personnel. Motion carried, 12 Yeas, 0 Nays.

**(Resolution 2021.01.022)** A motion was made by Dr. Fernandez and seconded by Susan Postal to approve the Personnel Committee Report. Motion carried, 12 Yeas, 0 Nays.

**C) Environmental Health Committee – Donald Murray**

The Committee met on Wednesday, December 9, 2020

1. The property owners at 5049 Willow Glen in Sylvania Twp. request a variance for the replacement of a septic tank. Due to space, the tank needs to be placed 5' from the driveway which is less than the 10' requirement.

**(Resolution 2021.01.023)** A motion was made by Dr. Woodson and seconded by Dr. Munk to approve the variance for the septic system to be placed 5' from the driveway instead of the 10' requirement. Motion carried. 12 Yeas, 0 Nays

2. BP/Huskey Lead Abatement Funding administration contract and the City of Toledo Lead Ordinance enforcement contracts were listed on the contract list in the Audit/Finance Committee Report.

**(Resolution 2021.01.024)** A motion was made by Susan Postal and seconded by Dr. Woodson to approve the Environmental Health Report. Motion carried. 12 Yeas, 0 Nays

**X. Health Services Committee Report**

Dr. Fernandez stated the Health Services Committee met on January 12, 2021 via Zoom.

- a. Thanks were given to Gwen Gregory for taking on additional roles and responsibilities.
- b. An email was sent from an RN at ODH from the Bureau of Maternal, Child and Family Health giving glowing reviews and praise to our department, and specifically Gwen in leading our staff through COVID and still maintaining the quality of our Reproductive Health and Wellness Clinic and seeing to its month to month growth.

- c. Discussed expectations for the committee and decided that meeting quarterly is sufficient, however there may be times to meet every other month.
- d. Personnel issues: There are 2 supervisor positions we are looking to fill in Health Services.
- e. Clarified some items in our organizational and reporting structure. Gwen is covering several areas right now including the clinical supervisor and the emerging roll of Maternal Health Supervisor. Clarified that Gwen has also been filling the position of Director of Health Services, and Director of Nursing duties. We are moving towards the Director of Health Services being over supervisors with those supervisors having staff members.
- f. The Reproductive Health and wellness Clinic (RHWC) has met and surpassed its deliverables.
- g. Division capacity: The RHWC is fully staffed now. We are also seeking assistance from our stakeholders and local organizations. UTMC has a strike force that is taking on further roles in our COVID response.
- h. Health Services report is included in your packet. From October to December there has been some drop off of services due to the COVID testing and vaccination.
- i. The Committee purposes: Committee expectations are in addition to reporting to the board the state of Health Services Division, our committee will consider divisional goals and objectives and relate that to the full board. Will review and consider any other items of health service concerns and report recommendations to the staff and the board and act as a connector.
- j. Dr. Woodson asked that the committee be given a copy of the current updated organizational chart for the agency.

**(Resolution 2021.01.025)** A motion was made by Dr. Munk and seconded by Ted Kaczorowski to approve the Health Services Committee Report. Motion carried, 12 Yeas, 0 Nays.

**XI. New Business/Points for Consideration**  
No new business

**XII. Prior Business – Eric Zgodzinski**

**A. COVID Update**

We have moved into the mass vaccination phase of the COVID response. The vaccine numbers are dismal when looking at the amount of vaccine we need. In Lucas County we are receiving about 6000 doses a week. That will go up and down over the next couple of weeks as new priority groups are added to the vaccination process. This coming week eligibility will be 70 year olds and older along with K-12. The issue as we start adding groups like K-12 is that takes away from the other groups who are in the process or queue. Ohio is getting about 140,000 doses a week for the 11 million people we have. You can see the limiting effects of not having vaccine for all of these groups is quite a concern. The vaccination process is going well. Even with all the bumps in the road. Here in Lucas County we are doing it differently than other counties are doing. We are no longer doing what we planned for over the last 2 decades. We are creating a provider network and moving vaccine through these providers to get out to the community. A couple of problems with that is we have a list of 80 providers but there are only 9 of us giving the vaccine at around 30 sites. The idea is good to get the vaccine out to the community and have local sites people can walk to if they need. However, ODH didn't talk to the communities to see if these were really good spots to hold PODs or if other locations would be better. We are working on that now and there is more communication. We are going to reach a little deeper into these communities that are underserved. That 72 hour turnaround time is true. Our local staff with the EOC sat down and within that time frame, drastically turned the way we are going to do vaccinations. It is mainly hospitals, and some pharmacies on board including Kroger, CVS and Walgreens. There is a limiting factor of the

amount of vaccine we have been given in our community. We are managing the scheduling for our doses and the hospitals that represent 4000 of the 6000 vaccines we receive. This process has been good because it creates a central location where people can get online and pick the facility they want to go to. The problem is they fill up quickly. Last week they were filled up within a matter of hours.

We are not going to increase our vaccination percentage quickly. Right now we are at about 6.5% of the Lucas County population receiving their first vaccination. We are leading the urban counties and are about 5<sup>th</sup> or 6<sup>th</sup> in the state. Pfizer and Moderna will be pushing out 100 million doses a piece in June or July. Johnson and Johnson will be applying for emergency use authorization soon. If that happens that will be a good amount of vaccine made available as early as April. If we can hold on a couple more months with the amount of vaccine we do have and do the best we can getting shots in arms, we will be doing pretty well in our community.

We are decreasing in daily numbers. We are hovering around 130 or so per day of new cases. We were around 300 average per day with some individual days nearly reaching 450 new cases per day. We are seeing a downward trend. This is in the state too. Curfew has been moved from 10 PM to 11 PM. The hospitals are seeing a decrease in hospitalizations which is a good indicator. We need to caution though, we are seeing some mutations. We don't know what is going on with the UK variant. We think it is more infectious but is it going to cause more mortality? And is it with the younger group? We still need the standard precautions; wear masks, social distancing, not going out when we don't need to. Contact tracing is still going on but has been less than we have seen in the past several months.

Right now our PODs are at the UAW Hall and the Recreation Center. We are holding a few closed PODs at nursing homes and care settings. Our staff is amazing, they get everything set up and running. Almost all of the satisfaction surveys have comments such as: this was marvelous, I was scared to come in here, thought long lines, staff is professional, they are kind. We could go on and on with the kudos that we have relative to our PODs. Our staff is professional and understand the task at hand. You saw from the personnel Committee report that we are trying to bring staff on to alleviate some of the stress. We are working on rotating staff so they can get some rest and relaxation and be able to get back to their regular job duties.

We keep getting the question of "when will this end?" The faster we get people vaccinated and get to our goal of herd immunity, the less time we will have in the era of COVID. The problem is that COVID will always be with us. If we continue to get the amount vaccine out as we expect, have we are looking at a substantial time before we return to normal life prior to COVID in August to September. We see light at the end of the tunnel and having people want to get vaccinated. We see the switch of people wanting to get the vaccine. They are seeing it is not as bad as people have made it out to be. There is a spectrum of adverse reactions. Some only get an arm that hurts for a couple days, headache or body aches, chills, and fevers. This has lasted 24 hours for the most part. Some have lasted a little longer.

Dr. Fernandez stated "A principle of a school reached out to him to ask if we are seeing certain high schools getting their teachers vaccinated or should they talk to TLCHD."

Eric responded the Governor's office asked schools to pick a provider. The schools were surveyed with the number of staff needing vaccinated. The provider list will be out tomorrow. The schools should have been contacted by the Department of Education. One school locally received their



vaccination but neither we nor the Governor knows how that happened. Vaccinating will begin next week for school personnel.

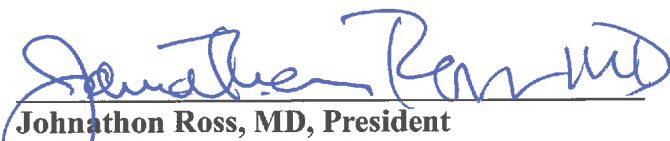
**X. Public Health in the News – Dr. Ross**

Dr. Ross stated we will have 2 vaccines up for consideration in February and if approved we will be able to get more people vaccinated. Those vaccines are from Astra Zeneca and Johnson and Johnson. Their effectiveness was not as effective or impressive in the studies as Moderna and Pfizer but ok for effectiveness overall. Johnson and Johnson is a single shot and antibodies levels are looking very good in levels of neutralizing antibodies against the spike protein. This vaccine provides its fullest protect after about 4 weeks. They are testing a 2 shot series to check the durability of it and if there is better coverage.

We will be watching what is coming out of Washington with the Bidden Administration in regards to additional money for public health and how to expand coverage. It will be interesting to see what will get passed.


**(Resolution 2021.01.026)** A motion was made by Don Murray and seconded by Dr. Woodson to adjourn. Motion carried, 12 Yeas, 0 Nays

**Signed By:**

  
\_\_\_\_\_  
**Johnathon Ross, MD, President**  
**Lucas County Regional Health District Board**

3/10/21  
**Date**

**Attested By:**

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

3/10/21  
**Date**