

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Zoom Virtual Meeting
March 25, 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: Amr Elaskary, Richard Fernandez, DPT, Ted Kaczorowski, Richard Munk, MD, Susan Postal, Johnathon Ross, MD, Barbara Sarantou, Michelle Schultz, Donna Woodson, MD

Excused: Matthew Heyrman, Donald Murray

II. Introduction of Guests

Denise Presley, ONA, Nate Fries AFSCME and Legal Counsel – Kevin Pituch

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

III. Additions/Deletions to Agenda

1. Discussion of New Board Member concerns
2. Discussion of Community Health Improvement Plan (CHIP) and Community Health Assessment (CHA).

IV. Approval of Board Minutes from February 25, 2021

The February 25, 2021 Board Minutes were presented for approval.

(Resolution 2021.03.041) A motion was made by Dr. Munk and seconded by Sue Postal to approve the minutes of the February 25, 2021 Board Meeting with indicated corrections made. Motion carried, 9 Yeas, 0 Nays.

V. Legal Update

Kevin Pituch stated, in regards to board members the way they are selected, it is by the Ohio Revised Code or the Merger Agreement which was created by the combined health boards. There will be a revised merger agreement and this could be addressed in that agreement.

An update on the appeal of the injunctive order that barred the Health Department from enforcing its school closing order: the brief by the plaintiff has been filed in the 6th District Court of Appeals. Our brief is due next week and the final is due in April with the final decision after that. The State of Ohio has filed an amicus brief taking the side of the parochial schools. Three possible outcomes: siding with our board stating it is constitutional, stating that it is unconstitutional, or that it is now moot or no longer has meaning because the order has expired.

VI. Executive Session

There was no Executive Session required.

VII. Medical Director Report – Dr. Daniel Cadigan

Dr. Cadigan reported COVID has been the main focus this month.

- Ongoing vaccination and assisting questions from staff about individual vaccines.
- Working with NP in clinic and reviewing work and addressing any issues in the clinics.
- Working on V Project on the providers committee

VIII. Committee Reports

A) Audit/Finance Report

The Audit/Finance Committee met virtually on Monday, March 22, 2021.

1. Payment of the February 2021 Vouchers

There was discussion on the use of gift cards and assurance that there are procedures in place to make sure they are appropriately distributed and used. These gift cards were funded as part of the COVID response.

There was a dramatic drop in the cost of the copy services with the leasing of the copy machines with a different company.

(Resolution 2021.03.042) A motion was made by Barbara Sarantou and seconded by Dr. Fernandez to approve the payment of the February 2021 vouchers. Motion carried, 9 Yeas, 0 Nays.

2. 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 February 2021 in the ordinary course of business. Total transfer is \$26,661.00 consisting of changes in various expense categories.

(Resolution 2021.03.043) A motion was made by Dr. Munk and seconded by Dr. Fernandez to approve the Transfer of Appropriations for February 2021 in the amount of \$26,661.00. Motion carried, 9 Yeas, 0 Nays.

3. Revenue Estimates and Expense Appropriations:

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of February 2021 in the amount of \$5,500.00.

(Resolution 2021.03.044) A motion was made by Susan Postal and seconded by Michelle Schultz to approve the Revenue Estimates and Expense Appropriations of \$5,500.00. Motion carried, 9 Yeas, 0 Nays.

4. With the increased purchases for COVID supplies the committee is requesting an increase to the credit card limit of \$30,000. The current limit per individual purchase is \$10,000. A request to the increase this limit for the next 90 days while the mass vaccination clinics are running would be made to the bank. Tina Stokes will work with the bank to do this. The committee is asking for the authority to be given to Ted Kaczorowski and Dr. Ross to decide on the increased amount.

To eliminate the chance of incurring interest or late payment charges, we will be requesting a Then and Now check be processed to pay the statement as soon as possible. This may occur prior

to a board meeting. The purchasing process will not change. There will always be a purchase order required to make any credit card purchases. Currently, any payment of \$3000.00 or more must be submitted to the Board of Health for approval prior to payment being made. We would like to increase the amount to be paid by a Then and Now check for credit card payment only.

The Audit/Finance Committee will hold a special meeting to determine the amount to increase the limit of the credit card for a period of 90 days and to look at the internal procedure to pay the credit card by a Then and Now payment.

(Resolution 2021.03.045) A motion was made by Amr Elaskary and seconded by Dr. Munk to allow the Audit/Finance committee to discuss and resolve the amount for individual purchases that can be made with the credit card and to make that allowance on an emergency basis for large purchases related to the mass vaccination clinics until the next Board of Health meeting. Motion carried, 9 Yeas, 0 Nays

(Resolution 2021.03.046) A motion was made by Dr. Fernandez and seconded by Dr. Munk to approve the Audit Finance Report as presented. Motion carried, 9 Yeas, 0 Nays.

B) Personnel Report – Michelle Schultz

The Personnel Committee met on Monday, March 22, 2021, and provided a report to the Board of Health. The following require Board action:

1. The Personnel Committee discussed and recommends the creation of an employee handbook, specific to the POD workers as similar to the handbook already created and approved for the contact tracers.
2. The Personnel Committee discussed and recommends the revisions of the following job descriptions:
 - o The division of the current Human Resources Officer position description held by Terri Frank into two positions: (1) Payroll & Financial Officer, and (2) Human Resources Officer
 - o The revision of the POD Manager & Planner position to include scheduling and other emergency response activities.
3. The Personnel Committee discussed and recommends the appointment of Madeline Hojnacki to the unclassified full-time temporary position of COVID-19 POD Manager and Planner.

(Resolution 2021.03.047) A motion was made by Susan Postal and seconded by Dr. Munk to approve the Personnel Committee Report. Motion carried, 9 Yeas, 0 Nays.

C) Environmental Health Committee – Ted Kaczorowski

The Committee met on Wednesday, March 17, 2021

1. The Environmental Health Committee recommends support of the City of Toledo Kids Meals Healthy Beverage Ordinance. After discussion, a letter of support will be sent to the City of Toledo supporting the general idea of the ordinance. A copy of the letter of support will also be sent to the Board of Health members.

(Resolution 2021.03.048) A motion was made by Sue Postal and seconded by Michelle Schultz to send a letter of support for the concept of the City of Toledo Kids Meals Healthy Beverage Ordinance as written. Motion carried. 9 Yeas, 0 Nays

2. The Ohio Department of Health completed their survey of the TLCHD Private Water Systems Program on August 27, 2019. We received a score of 88% overall. The field portion was 100%. Issues that were noted included late paperwork receipt from contractors. When this happens contractors are supposed to receive a Notice of Violation (NOV). We will be addressing this more in the future.
3. The Ohio EPA (OEPA) has issued Findings and Orders to Lucas County and Ottawa County to survey septic and well systems in the area. We have to accept these Findings and Orders along with the Lucas County Commissioners. Our department has been working with Ohio EPA and Ottawa County to put a survey together. This will be a 90 day plan which needs to be submitted to complete the survey of the septic and well systems in the area. We are well on the way to get this completed. There is an overload in the creeks and rivers in the area. OEPA believes it is from the private septic systems so those need to be checked. A motion is needed to accept the Findings. Sewers would cost about \$50 Million to be installed.
4. We are looking at providing a vaccination POD for all county employees. We would carve out a time at a major POD to take care of these employees. There would be a charge of \$20 per person vaccinated to the County. We will probably need to offer extended hours for those who work during the day. This would be a contract with the County. We are working with ODH to make sure we can do something like this. ODH does not want closed PODs but we want to get the contract in place if we are allowed to set this up.

(Resolution 2021.03.049) A motion was made by Dr. Fernandez and seconded by Barbara Sarantou to approve the Environmental Health Report. Motion carried, 9 Yeas, 0 Nays

IX. New Business/Points for Consideration

1. **Consent Agenda discussion.** Eric provided a Consent Agenda which compresses the time it takes to go through an agenda. This does not preclude us from having specific discussion on points that may be a concern to board members. Eric will get the process out to board members to review for the next board meeting. This would have to be put into the Bylaws. The soonest this could be done would be in June or July. Dr. Woodson voiced her opinion that this is not a good idea and looks forward to the discussion. Dr. Ross referred to being able to save time with boilerplate issues to focus more on broader policy issues. Dr. Fernandez researched in what cases a consent agenda can be helpful to boards. When a CA is used there is a policy which states very clearly what types of items can go on a consent agenda and what types cannot. Dr. Fernandez will send out these documents.
2. **New Board Member Concerns:**
 - Kevin Pituch stated earlier this discussion would need to be in open session. The discussion would be if the Board has input about the type of members we would like to see on the Board. There will be two appointments which are DAC appointments.
 - Suggesting of the type of person that could fill our needs might include a focus on criteria such as a lawyer, diversity of BOH members, someone who deals with childhood health issues, a business owner who understands budgets and personnel issues, etc.
 - New board members need to understand that this is a commitment. There are things in Public Health that need to be dealt with quickly and there may be special meetings and homework.
 - There is no conflict of interest in bringing names to the DAC of people who would fit into those categories

- Names have been sent to DAC in the past but it is the DAC's choice who they place on the Board to represent their jurisdictions.
- We could draft something to the communities and asking for members in these areas. In general with the responsibility and characteristics of a board meeting.
- Eric will bring these suggestions forward to Andy Glenn prior to the meeting. We don't know if they have decided on anyone yet.

X. Prior Business – Eric Zgodzinski

1. COVID Update

- Eric discussed several topics dealing with COVID response
- Mass Vaccination is forging ahead. The Rec Center is now a FEMA site. We are scheduled to do 5000 J&J vaccine we are receiving next week along with other doses of Moderna and Pfizer in the coming week
- Go to Ohio COVID vaccine Dashboard to see the statistics. This gives a great deal of vaccine information for the state and local areas.
- Equity Plan is still enacted. Working weekly with the black and brown community and understanding what they need in order to get shots in arms. Dr. Paat is working to reach people in that community.
- We are moving into a State based vaccine management system to schedule their appointments. This gives the community the ability to schedule at other locations.

2. Community Health Improvement (CHIP) and Community Health Assessment (CHA) – Brandon Palinski

- The CHA was released on December 8, 2020 and the CHIP is directly based on the CHA.
- The initial work on the CHIP began while the CHA was being finalized
- A Quality of Life survey was released to the community. Of interest, more than 50% of respondents indicated their mental health was greatly impacted by the pandemic.

XI. Public Health in the News – Dr. Johnathon Ross

- There are serious variants out there. People can be re-infected with these variants. We do not know if people will be less sick or not.
- Lab studies are showing the variants are less likely to be neutralized by existing antibodies in people's blood streams; especially in South African and Brazilian variants.
- There are some new variants in New York City that are worrisome. They seem to be carrying some same genetic variants as the South African and Brazilian variants.
- The UK variant in Lucas County shows that our vaccines are very effective against this variant. The likelihood of getting very ill are greatly diminished however they are easily transmittable.
- Until we know more about these variants we cannot stop masking, washing hands, social distancing. These need to be communication to the community that there is still danger out there.
- There is not seasonal flu this year which has been helped by people wearing masks and social distancing. We should continue in the fall to follow these precautions.
- Dr. Woodson shared that we are seeing increase in lead levels in children because children are more confined during COVID.
- DAC Meeting will be on March 31 at the Springfield Township Hall at 7:00 PM.

