

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Lucas County Public Library – Main Branch
September 23, 2021 – 8:30 AM.

I. Call to Order and Roll Call

Dr. Johnathon Ross, President, called the meeting to order at 8:40 AM.

A roll call was taken of Board Members for attendance:

Present: Amr Elaskary, Richard Fernandez, DPT, Ted Kaczorowski, David Karmol, Paul Komisarek, Richard Munk, MD, Johnathon Ross, MD, Barbara Sarantou, Michelle Schultz

Excused: Donald Murray, Susan Postal, Donna Woodson, MD

II. Introduction of Guests

Cathy Nearhood, ONA, Nate Fries, AFSCME and Evy Garret, Legal Counsel

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

III. Additions/Deletions to Agenda

No additions or deletions to the agenda.

IV. Approval of Board Minutes from August 26, 2021

The August 26, 2021 Board Minutes were presented for approval.

(Resolution 2021.09.128) Motion was made by Dr. Munk and seconded by Ted Kaczorowski to approve the minutes of the August 26, 2021 Board Meeting. Motion carried, 7 Yeas, 0 Nays.

V. Legal Update – Evy Garret

There was no legal update

VI. Executive Session

A motion is required to enter into an Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

(Resolution 2021.09.129) Motion was made by Dr. Munk and seconded by Michelle Schultz at 8:42 AM to go into Executive Session for the purpose of Personnel Issues as described above. Roll Call vote taken. 7 Yeas, 0 Nays (see attached roll call document)

Dr. Fernandez arrived at 8:46 AM
Amr Elaskary arrived at 8:48 AM

(Resolution 2021.09.130) Motion was made by David Karmol and seconded by Paul Komisarek to return to the Regular Session. At 9:14 AM. Roll Call vote taken. 9 Yeas, 0 Nays (see attached roll call document)

VII. Medical Director Report – Dr. Daniel Cadigan

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

- We have a procedure on drug disposal.

- The Policy for monitoring temperature for the Pharmacy refrigeration has been updated.
- Working with IT to update the refrigerator in the pharmacy to include temperature monitoring.
- The nursing staff has been transitioning to using the EMR system more over the past month.
- With rotation of staff we have developed messaging pools so that the messages will be looked at by everyone in the event someone is off.
- Quarterly Nurse Practitioner chart reviews were completed.
- Evaluating all of the programs that are ongoing and those we want to get up and running.
- Eric stated that Dr. Cadigan's roll in pharmacy and lab is to be the Director. He is working hard to see that we are not doing anything wrong in the department and has the oversight for procedures and processes.
- We have worked to be sure all of our policies and procedures in the lab are up to date. They are all digital so updating in the future will be much easier.

A) Audit/Finance Committee Report – Donald Murray

The Audit/Finance Committee met on Monday, September 20, 2021.

1. Payment of the August, 2021 Vouchers

There are a few substantially high vouchers for approval. Most of those in related to the gift card incentives for the COVID-19 vaccines. This has been very effective to get people in for the vaccine.

(Resolution 2021.09.131) A motion was made by Dr. Fernandez and seconded by Dr. Munk to approve the payment of the August, 2021 vouchers. Motion carried, 9 Yeas, 0 Nays.

2. Write off of uncollectable billing:

(Resolution 2021.09.132) A motion was made by Paul Komisarek and seconded by Dr. Munk to approve the write-off of uncollectable revenue for the self-pay patient's portion of the bills in the amount of \$15,205.99. These are from invoices 365 days or older. Motion carried, 9 Yeas, 0 Nays.

3. 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 August, 2021 in the ordinary course of business. Total transfer is \$15,997.48 consisting of changes in various expense categories.

(Resolution 2021.09.133) A motion was made by David Karmol and seconded by Paul Komisarek to approve the Transfer of Appropriations of \$15,997.48. Motion carried, 9 Yeas, 0 Nays.

4. Revenue Estimates and Expense Appropriations:

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of August 2021 in the amount of \$692,410.00 for Revenue Estimates and Expense Appropriations.

(Resolution 2021.09.134) A motion was made by Paul Komisarek and seconded by Dr. Munk to approve the Revenue Estimates and Expense Appropriations of \$692,410.00. Motion carried, 9 Yeas, 0 Nays.

(Resolution 2021.09.135) A motion was made by Paul Komisarek and seconded by Dr. Munk to approve the Audit/Finance Committee Report. Motion carried, 9 Yeas, 0 Nays.

B) Personnel Committee Report – Paul Komisarek

The Personnel Committee met on Monday, September 20, 2021.

- 1) The Personnel Committed discussed and recommends the creation of two full-time permanent Public Health Nurse positions. These will be funded by COVID-19 grant dollars.

(Resolution 2021.09.136) A motion was made by Dr. Munk and seconded by Ted Kaczorowski to approve the creation of two full-time Public Health Nurse positions as described above. Motion carried, 9 Yeas, 0 Nays.

(Resolution 2021.09.137) A motion was made by Dr. Fernandez and seconded by Dr. Munk to approve the Personnel Committee Report. Motion carried, 9 Yeas, 0 Nays.

C) Environmental Health Committee – Donald Murray

The Committee met on September 16, 2021.

- a. The owner of the property at 7937 Corduroy Road, Jerusalem Twp. is requesting a variance of 5' distance for a replacement septic system on a small lot which is less than the 10' from the road right away and the driveway. The Environmental Health Committee recommends approval.

(Resolution 2021.09.138) A motion was made by Michelle Schultz and seconded by Barbara Sarantou to approve the variance request for 7937 Corduroy Road as outlined above. Motion carried, 9 Yeas, 0 Nays.

- b. The owner of the property at 5210 Kilburn, Richfield Township is requesting a variance of 5' distance from a newly built pole barn for the well. The owner has replaced the well cap, installed bollards to protect the well and obtained a negative water sample as required for approval of the variance. The Environmental Health Committee recommends approval.

(Resolution 2021.09.139) A motion was made by Dr. Munk and seconded by Ted Kaczorowski to approve the well variance as described above. Motion carried, 9 Yeas, 0 Nays.

- c. **Second Reading of the Proposed Fees for 2022 for Environmental Health Programs.** The Cost Analysis for the Food, Private Sewage, Private Water, Semi-public Sewage Programs has been completed for 2022. The Second reading of the proposed fees was presented to the Board of Health. The Third reading will be presented at the October 28, 2021 meeting which will be a public hearing. The proposed fee schedule will be sent out to the licensees at least 30 days prior to the Third Reading.

(Resolution 2021.09.140) A motion was made by Dr. Munk and seconded by Dr. Fernandez to approve the Environmental Health Committee Report. Motion carried, 9 Yeas, 0 Nays.

D) Bylaws and Governance Committee – Donald Murray

The Committee did not meet in September, 2021.

E) Health Services Committee Meeting

The Health Service Committee Met on August 16, 2021.

- a. Mary Apodaca, RN gave an overview of the Shots for Tots & Teens program.
- b. Social media is being planned by Gwen and Shannon.
- c. Childhood Health Promotion was discussed which included possible gran for workforce development and partnering with UTMC departments in various disciplines.
- d. Discussed the role of the Board of Health in deliberation of topics of policy & strategy relating to the overall public health impact.
- e. Pharmacy Report was given by Gwen Gregory.

(Resolution 2021.09.141) Motion to accept the Health Services Committee Report was made by Paul Komisarek and seconded by David Karmol. Motion Carried. 9 Yeas, 0 Nays

VIII. New Business/Points for Consideration – Eric Zgodzinski

No new business

IX. Prior Business

1. COVID Update

- COVID cases have been increasing. Brandon Palinski provides a graph of the current cases. There have been spikes about 7 days after large events – 200 to 220 a day. Numbers have come down to around 150 daily.
- Vaccines should be available for the 5 – 11 year old children by the end of October and for 0 – 4 years after the first of the year. Those 65+ are over 70% vaccinated.
- The booster clinics will be held at the Lucas County Recreation Center. There are plans to provide vaccinations at other sites in the county for the 1st and 2nd doses.
- We need to be very specific in our messaging about who is eligible for the booster shots. We only have Pfizer so we will have to make sure the community understands.
- We are not doing COVID testing at the Health Department but we do have the rapid tests that can be provided. These are also available at the library.

X. Health Commissioner’s Comments – Eric Zgodzinski

No additional items

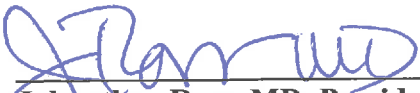
XI. Board President Report – Dr. Johnathon Ross

No additional items

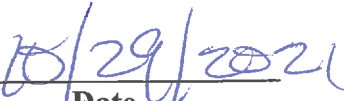
Dr. Fernandez and Brandon Palinski were recognized by David Karmol for being nominated for the 2021 *20 Under 40* Award.

(Resolution 2021. 09.142) A motion was made by Dr. Munk and seconded by Dr. Fernandez to adjourn at 10:20 AM. Motion carried, 9 Yeas, 0 Nays.

Signed By:




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

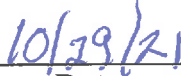


Date

Attested By:



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



Date

Motion:

I make a motion to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official

Made By:	Seconded by:		
Richard Munk, MD	Michelle Schultz		
	YEA	NAY	ABSTAIN/ABSENT
Amr Elaskary			ABSENT
Richard Fernandez, DPT			ABSENT
Ted Kaczorowski	X		
David Karmol	X		
Paul Komisarek	X		
Richard Munk, MD	X		
Donald Murray			ABSENT
Postal, Susan			ABSENT
Johnathon Ross, MD	X		
Barbara Sarantou	X		
Michelle Schultz	X		
Donna Woodson, MD			ABSENT
Totals	7		5

Passed

Failed

Resolution #: 2021 - 09 - 130

Motion:

I make a motion to return to the Regular Session of the Board of Health Meeting.

Made By:	Seconded by:		
RICHARD MUNK, MD	PAUL KOMISAREK		
	YES	NO	ABSTAIN/ABSENT
Amr Elaskary	X		
Richard Fernandez, DPT	X		
Ted Kaczorowski	X		
David Karmol	X		
Paul Komisarek	X		
Richard Munk, MD	X		
Donald Murray			ABSENT
Postal, Susan			ABSENT
Johnathon Ross, MD	X		
Barbara Sarantou	X		
Michelle Schultz	X		
Donna Woodson, MD			ABSENT
Totals	9		3

Passed

Failed