

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Lucas County Public Library – Main Branch
March 24, 2022 – 8:30 AM.

I. Call to Order and Roll Call

Ted Kaczorowski, President, called the meeting to order at 8:41 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, Donald Murray, Susan Postal, Johnathon Ross, MD, Barbara Sarantou, Michelle Schultz, Donna Woodson, MD

II. Introduction of Guests

Cathy Nearhood, ONA, Gillian Wilke, AFSCME, Jim Walter & Kevin Pituch - Legal Counsel

Staff and others: Eric Zgodzinski, DrPH, Daniel Cadigan, MD, Tina Stokes, Madeline Hojnacki, David Welch, Shannon Jones, Jennifer Gottschalk, Brandon Palinski, Jessica Poupard, Andrea Binz, Alice Dargartz

III. Additions/Deletions to Agenda

There were no changes to the Agenda

Don Murray asked to move his reports right after Executive Session due to having to leave early.

Dr. Fernandez asked to speak after the Health Services Report

IV. Approval of Board Minutes

The February 24, 2022 Board Minutes were presented for approval.

(Resolution 2022.03.044) A motion was made by Dr. Munk and seconded by Dr. Ross to approve the minutes of the February 24, 2022 Board Meeting. Motion carried; 12 Yeas, 0 Nays.

V. Legal Update – Kevin Pituch

Mr. Pituch reported we learned from the DAC meeting last week that the merger agreement has a residency plan. Those selected to sit on the Board of Health are required to live in the jurisdiction that appointed them. If you are selected by the DAC you are required to live in one of the villages or townships. If you are selected by a city, you are required to live in that city. This is not a requirement of the ORC but is directed by the merger agreement. There is a new merger agreement that is in the process of being drafted. This issue is one that can be revisited and decided if we want to keep that rule. We have a member now who was selected by the City of Toledo but resides in Monclova Twp. He is considered a de-facto board member and everything he has done and will do is valid because he has taken the oath and has been serving on the board. It is up to the City and the DAC to decide who they want to serve for the next four years. Don Murray remains on the board until his successor is chosen by the DAC.

Dave Karmol asked if the merger was going to be discussed in the Executive Session. Ted stated that the lawyers said it should be in open session.

Jim Walter discussed the original merger which began in 1999. Apparently no one reviewed the merger agreement recently to see how a representative needs to be appointed. The original agreement went through

2020. A one-year extension was given until 2021. There was discussion with city of Toledo and County Commissioners about in-kind services. For City of Toledo, the in-kind services included provisions of the building and building maintenance. The County would provide representation through internet, HR, and WLCC support. They want to revisit this, which is why there was a one-year extension agreement. Discussion began in regards to the in-kind services in 2020 but then the pandemic came along. Since then, in 2021 another one-year extension was given. The Merger agreement is between the City of Toledo and the townships, cities and villages of the County. There has been discussions in the past about Board Member term limits, which will be decided by the jurisdictions. With Waterville, they had questions about the formatting of how appointments were made. They are staggered at this time.

Dr. Woodson added that when the original merger agreement was developed with the direction of Jim Walter, she was on the County board of Health which was part of the discussions and she recalled that a main focus of the merger was the issue of residency requirement of appointees to determine cost allocations. This requirement has not changed.

Jim Walter will reach out to everyone to get the process moving again. There will be a representative from each jurisdiction to discuss what they would want to see in the agreement. The contract, with the exception of Waterville becoming a city and the District Licensing Committee ending, has not changed. One thing that has not been done in about 12 years is for the Board of Health to review jurisdictional population to make a determination of costs allocations. The Merger stated that the Board of Health should do this periodically, at least every 5 years.

Dave Karmol discussed several phrases within the current agreement's provisions regarding representation, including "Due regard to all parties of the district an equal representation." This perhaps is something to consider. The other DAC appears to operate on a very casual basis. It might be useful to suggest the DAC have some type of process and procedures for notice and conduction of the annual meeting, equivalent to what the cities have for nomination for representatives. Ted mentioned that we have been looking for DAC bylaws but have not found any. It was specifically stated in the Merger Agreement for the DAC to have bylaws.

Dr. Munk said he has a strong sense that the DAC is not active for 11 months then the president meets with Eric and seemingly, unilaterally comes to the meeting with a decision at the last minute to present to the DAC members and they agree on it. This seems to be a shaky advisory committee setup that rides roughshod on a board that meets every month and has committee meetings every month.

VI. Bylaws and Governance Committee Meeting – Don Murray

Don Murray reported from the Bylaws and Governance Committee put together some suggestions as a primer for anything from the board regarding the Merger Agreement discussions. Open it up over the next month to all the committee members as to what you might like to see and present to the Lesser DAC. We have to work with the representatives of the DAC to make sure a meeting like this years does not happen again. Board of Health members have been given a copy of the Merger Agreement, except for the 2021 agreement. Look it over and decide if there is anything else needed. Don Murray gave a report of what went on at the DAC meeting on March 9, 2022 regarding the DACs vote to replace him as BOH representative and the ineligibility of the proposed candidate for those who were not in attendance.

(Resolution 2022.03.058) A motion was made by Dr. Fernandez and seconded by Paul Komisarek to approve the Bylaws and Governance Committee Report. Motion carried. 12 Yeas, 0 Nays

VII. Environmental Health Committee – Donald Murray

The Committee met this morning prior to the BOH meeting to discuss a variance request from Keith Marks regarding the required CEUs needed for septic installers. He requests to use 2 hours completed in 2022 for his 2022 Registration to Install HSTS in Lucas County. Typically all 6 required hours must be obtained before the licensing period commences. The recommendation from the committee is due to previous activities, we approve an executed agreement with certain conditions. If he chooses to sign the agreement we will consider his waiver of the CEUs for 2022. If he does not then he can no longer work in Lucas County. He would still be required to obtain 6 additional CEU hours before the 2023 licensing period. This is the second time he has asked for an extension for the required CEUs. The other time was in 2019. Action will be deferred until next month, so there is no motion required.

(Resolution 2022.03.059) Motion to approve the Environmental Health Committee was made by Dr. Munk and seconded by Dr. Woodson. Motion carried. 12 Yeas, 0 Nays.

VIII. Medical Director’s Report – Dr. Daniel Cadigan

- Dr. Cadigan reported he did not have any COVID questions this month.
- Reproductive Wellness grant for this year is focusing on efficiencies and coding so we capture all of the charges we should be billing.
- Working with DIS as well. We are down one Nurse Practitioner in terms of reviewing orders and prescriptions in the electronic records.
- Updating the clinical protocols for the new grant year.

IX. Executive Session

A Motion was requested to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee pursuant to (G)(1) of section 121.22 of the Ohio Revised Code.

(Resolution 2022.03.045) A motion was made by Dr. Fernandez and seconded by Dr. Munk to enter into an Executive Session at 8:50 AM for the purpose described above. Roll Call vote was taken. 12 Yeas, 0 Nays (see attached roll call document).

(Resolution 2022.03.046) A motion was made by Dr. Munk and seconded by Dr. Fernandez to return to the Regular Session at 10:15 AM. Roll Call vote was taken. 12 Yeas, 0 Nays (see attached roll call document).

Eric Zgodzinski stated no action was taken during the Executive Session.

X. Committee Reports

A. Personnel Committee – Barbara Sarantou

A motion is needed to approve the hiring of the following candidates:

- Catherine Bingle, Medical Assistant – WIC/WLCC
- Ladonna Moody, Environmental Health Specialist
- Vanessa Ladriye, Health Educator – Healthy Start
- Robin Ramm, PHN – Reproductive Health
- Lavonya Jones, Comm Health Worker – HPPI

- Felipa Valdez, Comm Health Worker - MCH
- Jenna Rodriguez, Comm Health Worker – MCH
- Taylor Lewis, OEI Health Equity Coordinator
- Ashlyn Whaley, Quality Improvement Coordinator
- Ariel Horowitz, Harm Reduction Manager
- Zeba Haydar, Nurse Practitioner - Reproductive Health
- Jill Burns, Nurse Practitioner – DIS

(Resolution 2022.03.047) A motion was made by Dave Karmol and seconded by Dr. Munk to approve the hiring of the above listed people. Motion carried. 12 Yeas, 0 Nays

Donald Murray left at 10:15 AM

(Resolution 2022.03.048) A motion was made by Dr. Munk and seconded by Susan Postal to approve the job descriptions for Chief Operations Officer. Motion carried. 11 Yeas, 0 Nays

(Resolution 2022.03.049) A motion was made by Dr. Ross and seconded by Dr. Munk to approve the Personnel Committee Report. Motion carried. 11 Yeas, 0 Nays.

B. Audit/Finance Committee Report – Amr Elaskary

The Audit/Finance Committee met on Monday, March 22, 2022.

1. Payment of the February 2022 Vouchers

(Resolution 2022.03.050) A motion was made by Dr. Munk and seconded by Michelle Schultz to approve the payment of the February 2022 vouchers for payment. Motion carried 11 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 2022 in the ordinary course of business. The total transfer is \$26,727.62 consisting of changes in various expense categories.

(Resolution 2022.03.051) A motion was made by Dr. Munk and seconded by Michelle Schultz to approve the Transfer of Appropriations of \$26,727.62 for February 2022. Motion carried; 11 Yeas, 0 Nays.

3. Revenue Estimates and Expense Appropriations:

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations of \$300,000.00 for the month of February 2022.

(Resolution 2022.03.052) A motion was made by Dr. Munk and seconded by Dr. Woodson to approve the Revenue Estimates of \$300,000.00 for the month of February 2022. Motion carried; 11 Yeas, 0 Nays.

4. HSTS Authorizing Resolution

(Resolution 2022.03.053) A motion was made by Dr. Woodson and seconded by Dr. Munk to approve the Authorizing Resolution to enter into an agreement for the HSTS 2022 Program. Motion carried. 11 Yeas, 0 Nays

5. Signature Credit Card Authorizing Resolution

(Resolution 2022.03.054) A motion was made by Dr. Munk and seconded by Dr. Ross to approve the Authorizing Resolution update the authorized users of the Signature Credit Card. Motion carried. 10 Yeas, 0 Nays, 1 Abstain

6. Uncollectable Revenue:

(Resolution 2022.03.055) A motion was made by Susan Postal and seconded by Barbara Sarantou to approve the write-off of uncollectable funds of \$4,623.25 for the month of February 2022. Motion carried; 11 Yeas, 0 Nays.

(Resolution 2022.02.3.056) A motion was made by Dr. Munk and seconded by Sue Postal to approve the write-off of uncollectable funds of \$9,223.30 for the month of February 2022. Motion carried; 11 Yeas, 0 Nays.

Eric added a discussion on Reproductive Health in regards to funds and what we might be expecting in the next 6 months to a year. We received the RH Grant in the amount of \$250,000. We are taking a deep dive into the number of clients, funding sources, revenue and expenditures. We will come back each month to Audit/Finance so we can make a logical decision in six month as to what we need to do with the grant and how to handle the program itself. There will be more to come on this.

(Resolution 2022.03.057) A motion was made by Dr. Ross and seconded by Dr. Woodson to approve the Audit/Finance Committee Report. Motion carried; 11 Yeas, 0 Nays.

Dr. Ross asked about the DAC voting to increase our funding. Eric responded that this will take place on January 1, 2023. Eric responded that it was presented at the DAC and there was no discussion from the floor. This is a 6% increase which will go into the general revenue fund. Six percent is equal to about \$211,000.

C. Health Services Committee Meeting – Dr. Ross

The Health Service Committee met on March 17. Dr. Ross reported the committee looked at the number of reproductive health versus STD visits to the clinic. We are not seeing a substantial number of visits. We talked about whether we should be doing more marketing. We do not have the duty under Public Health to do direct health services but we do have the duty to make sure they are available. One question asked was “who else is providing this service around town?” There is a fair amount of people doing this. We do not want \$250,000 leaving our county and going elsewhere if we determine that our clinic is not productive enough in providing these services. This is state money coming to us for women’s services. Dr. Woodson has brought up in the past the question of what we do with patients who come in with more than just reproductive health problems? We are not a primary care clinic or a medical home. What do we need to look at in the future to make sure we have appropriate referral processes available?

Dr. Fernandez added that we have to consider the presentation from the Health Commissioner that let us know there is a challenge of fiscal responsibility within this clinic. To ensure we are staffing the clinic with high quality personnel we need to ensure we will be recouping those monies from the grant and not redistributing from the general fund. That is the challenge we had in the past. We are too close to the new grant cycle. For the next 6 months, we have to give the best services available. We need to get the most out of coding and billing. We will see then where we are at before the next funding year.

Eric stated he came out of the meeting ecstatic. Not so much of the things we decided upon but because we were talking about the philosophical issues of public health and our programs and what we need to do and where we need to go and whether the issues are in our wheelhouse. Very excited to do that with all our programs.

Dr. Ross stated the efforts Dr. Cadigan has taken on with the nurses to improve the discharge summary and patient education is showing positive results. It would be nice to be able to hook patients up with other physicians.

Uptick in syphilis cases in the county. This may be partially due to an internet-dating site/app. We are looking at possibly advertising on that site.

Prep program is still active.

Travel Immunizations are up with COVID coming under control.

We are off-site with the Shots-4-Tots program again.

(Resolution 2022.03.060) A motion was made by Barbara Sarantou and seconded by Dr. Woodson to approve the Health Services Committee Report. Motion carried; 11 Yeas, 0 Nays.

D. Strategic Planning

- Brandon Palinski reported on the status of Strategic Planning efforts.
- Next week the Board of Health SWOT tool should be sent out with instructions on how to complete.
- Will also be releasing the Community Partner SWOT at the same time.
- In order to ensure our Strategic Plan priorities are well informed, we will be using the information collected from these two SWOTs and the staff SWOT conducted in 2021, along with data from our programs.
- Amr Elaskary reported that in the Audit/Finance meeting they discussed changing up the process for accepting grants. Instead of just having one person look at the grants now multiple people in the management group will look them over and discuss if it fits in with Strategic Planning and decide if it is good for our financials and the department to accept. We may not accept every grant and may be able to incorporate it into other grant. When Eric brought up the Reproductive Grant, he brought very good information and analysis that we will look at over the next 6 months.

XI. New Business/Points for Consideration – Eric Zgodzinski

Dr. Fernandez reported that his term ends July 2025 but for a number of personal reasons, he has made decision to step down from the board. He cited his personal capacity and ongoing service to the community. He will be stepping down, and has had contact with City of Toledo for transition. He appreciates the mentoring and what he has experienced. Ted Kaczorowski thanked Dr. Fernandez for his service on the board.

XII. Prior Business – Eric Zgodzinski

The survey went to the board members regarding the use of IT for the board meetings. Most responded that they have device(s) that can be utilized for this purpose. The bigger picture is how to utilize it for the board. In talking with IT, we will set up links to the board meeting documents, personnel, etc. so you can download it, print it out or whatever works best. There will be more to come on the link for this. Dave Karmol said it would be nice to have a simple platform that is user friendly.

Dr. Woodson asked how much longer we will meet at the Library. Eric said we need to discuss where we can meet. The DOC is cramped and Kuhlman is completely full right now. We are set up right now for April here at the Library.

XIII. Health Commissioner's Comments – Eric Zgodzinski

- COVID – vaccination rates are only averaging 100 in a week now.
- There has not been much of an uptick in the number of cases.
- We will be looking at using Shots-4-Tots to provide vaccines along with the regular ones.
- Adult medical will be providing COVID vaccines along with flu vaccines in the fall
- The BA2 variant has been in China and into Europe and we do have it in the US now. Currently 28-30% cases in the US are BA2 cases.
- We do not know where this will go from here but we have to be prepared and do the best for the community. We need to discuss masking, social distancing, etc. We expect variants will be coming for the next year or years.


XIV. Other items in Public Health – Dr. Johnathon Ross

- Dr. Ross shared there is Test-to-Treat being discussed. A patient goes to pharmacy to test for COVID and if positive, gets the 5-day regimen. Getting medicine in quickly is the best protection.
- There is a lot of the medication available in the community. This is 90% effective if gotten within 5 days of the onset of the symptoms. Federal money for COVID medication has gone away. We need to know more about the costs of the medicine. There are three things with this: a) Do we have enough medication, b) Are they able to be treated right away and c) Do physicians know where to get the medication?
- The Biden administration will have recommendation about harm reduction coming with federal support. This includes getting Naloxone, treatment, mental health and substance abuse care.
- The State of Ohio will have to begin doing eligibility redetermination for those on Medicaid for the special extension for the emergency. That is 17 million people including 6 million kids.
- The ATHA PH Association is pushing out anti-racism policies that have been tried across the country. Looking at some of those successful policies.
- Gun Violence is a very difficult problem to address in our community.
- Dr. Woodson asked if there is grant money available for the Test-to-Treat medication. Eric will look into this.

(Resolution 2022.03.061) A motion was made by Dr. Fernandez and seconded by Dr. Woodson to adjourn at 11:11 AM. Motion carried; 11 Yeas, 0 Nays.

Signed By:

Attested By:


Thaddeus M. Kaczorowski, President
Lucas County Regional Board of Health


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

Date: 5/10/22

Date: 05-10-22

Motion to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee pursuant to (G)(1) of section 121.,22 of the Ohio Revised Code.

Made By:	Seconded by:			
Richard Fernandez, DPT	Richard Munk, MD			
	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	X			
Postal, Susan	X			
Johnathon Ross, MD	X			
Barbara Sarantou	X			
Michelle Schultz	X			
Donna Woodson, MD	X			
Totals	12	0	0	0

Passed

Failed

Motion to return to the Regular Session from Executive Session.

Made By:	Seconded by:			
Richard Munk, MD	Richard Fernandez, MD			
	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	X			
Postal, Susan	X			
Johnathon Ross, MD	X			
Barbara Sarantou	X			
Michelle Schultz	X			
Donna Woodson, MD	X			
Totals	12	0	0	0

Passed

Failed