

**LUCAS COUNTY REGIONAL HEALTH DISTRICT**  
**Board of Health Meeting**  
**Lucas County Public Library – Main Branch**  
**May 26, 2022**  
**Meeting Minutes**

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

Ted Kaczorowski, President, called the meeting to order at 8:38 AM. A Roll Call was taken of Board Members for attendance:

*Present:* Amr Elaskary, Ted Kaczorowski, David Karmol, Richard Munk, MD, Susan Postal, Johnathon Ross, MD, Donna Woodson, MD

*Excused:* Richard Fernandez, Paul Komisarek, Barbara Sarantou, Michelle Schultz

II. **Introduction of Guests**

Nate Fries, AFSCME, and Kevin Pituch, Lucas County Prosecutor's Office

**Staff and Others:** Eric Zgodzinski, DrPH, Daniel Cadigan, MD, Tina Stokes, Madeline Hojnacki, David Welch, Shannon Jones, Jennifer Gottschalk, Brandon Palinski, Andrea Binz, Alice Dargartz, Crystal Bonham

III. **Additions/Deletions to Agenda**

Eric stated that Shannon Jones will give a presentation on Harm Reduction prior to the Legal Update.

Dr. Ross asked to add to the agenda at some point for an update on the Strategic Plan and Retreat. The SWOT Analysis has been sent to Board Members and will be sent back out today to gather the information needed. Brandon will be sending back out to the Community Partners. The Board Retreat still has not been scheduled; will look at August or September.

IV. **Approval of Board of Health Meeting Minutes**

There was a change in the wording Oath of Office referring to Amr Elaskary who was sworn in as the representative to the Board of Health representing the District Advisory Council.

**(Resolution 2022.05.082)** A motion was made by Dr. Woodson and seconded by Dr. Munk to approve the minutes of the April 28, 2022 Board of Health Meeting as amended. Motion carried; 7 Yeas, 0 Nays.

V. **Harm Reduction Presentation**

Shannon Jones gave a presentation on Harm Reduction. This was given to the Health Services Committee last week.

VI. **Legal Update – Kevin Pituch**

Mr. Pituch said there was no legal report this month.

Dr. Woodson asked for list of contacts for appointees so that Board members may contact them directly to talk about concerns or wishes with the Merger Agreement.

Dr. Munk and David Karmol both reported that they have had conversations with the Mayor/City Administrators in their respective jurisdictions to discuss the District Advisory Council, its purpose and function in Lucas County and the upcoming renewal of the Merger Agreement. The subject of the lack of bylaws was also discussed.

They both indicated that the big concern from the Municipalities right now is the 911 system consolidation. Dr. Woodson said that the concern in Maumee is also directed towards the EMS system.

Dr. Zgodzinski will get a brief paper together detailing the DAC (both lesser and greater), what the responsibilities are and who can vote on what.

## VII. Medical Director's Report – Dr. Daniel Cadigan

- Dr. Cadigan reported that Crystal Bonham, the new TB nurse, has been doing a great job. Have had some difficult cases and she has been great keeping everything in line.
- Chart audits with the NPs continues along with additional training on proper coding.
- Discussion with the Pharmacist regarding the shortages of the drug to treat syphilis and lidocaine, which is used to reconstitute some antibiotics.
- Participated in the Opiate Coalition and Child Fatality Review meetings.
- Had contact with TPS Lead Testing liaison and will try and arrange meeting to see if we can do anything to help them with their Lead Program.
- Dr. Woodson asked about impact of City of Toledo effort to replace lead lines on the health of our community.

## VIII. Executive Session

There was no Executive Session required

## IX. Committee Reports

### A. Personnel Committee – Barbara Sarantou

The Personnel Committee met on Monday, May 23, 2022. The following items require Board of Health Action:

1. The Personnel Committee discussed and recommends the appointment of the following:
  - a) Alexandria Gower to the classified part-time, temporary of Environmental Health Technician in the Non-Bargaining unit, at the rate of pay of \$18.50 per hour.
  - b) Kami Bruner to the classified full-time permanent position of Harm Reduction Health Educator in the AFSCME unit, at the rate of \$23.08 per hour.

**(Resolution 2022.05.083)** A motion was made by Dr. Munk and seconded by Dr. Ross to hiring of the above listed people. Motion carried; 7 Yeas, 0 Nays.

**(Resolution 2022.05.084)** A motion was made by David Karmol and seconded by Dr. Woodson to approve the Personnel Committee Report. Motion carried; 7 Yeas, 0 Nays.

B. Audit/Finance Committee – Amr Elaskary

The Audit/Finance Committee met on Monday, May 23, 2022. The following items require Board of Health Action:

1. Payment of the March 2022 Vouchers

**(Resolution 2022.05.085)** A motion was made by Dr. Munk and seconded by Dr. Ross to approve the payment of the April 2022 vouchers. Motion carried; 7 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 March 2022 in the ordinary course of business. Total transfer is \$54,160.00 consisting of changes in various expense categories.

**(Resolution 2022.05.086)** A motion was made by Dr. Ross and seconded by Dr. Munk to approve the transfer of appropriations of \$2,203,070.00 for April 2022. Motion carried; 7 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 April 2022 in the amount of \$212,952.89.

**(Resolution 2022.05.087)** A motion was made by Dr. Ross and seconded by Dr. Munk to approve the Revenue Estimates and Expense Appropriations of \$1,185,950.01. Motion carried; 7 Yeas, 0 Nays.

4. CDBG Authorizing Resolution

Board of Health Resolution is required to authorize the Health Commissioner to amend the previously approved budget for CDBG through the City of Toledo.

**(Resolution 2022.05.088)** A motion was made Susan Postal and seconded by Dr. Ross to authorize the Health Commissioner to amend the previously approved budget for CDBG through the City of Toledo. Motion carried; 7 Yeas, 0 Nays.

5. Uncollectable Revenue

**(Resolution 2022.05.089)** A motion was made by Dr. Ross and seconded by Dr. Munk to approve the write-off of the following uncollectable funds for the month of April 2022: Self-pay of \$6,731.49 from a total outstanding of \$20,335.04 for April and Medicaid in the amount of \$24,335.04 for amounts that are more than a year from the date of service. Motion carried; 7 Yeas, 0 Nays.

**(Resolution 2022.05.090)** A motion was made by Dr. Ross and seconded by Dr. Munk to approve the Audit/Finance Committee Report. Motion carried; 7 Yeas, 0 Nays.

C. [Environmental Health Committee – David Karmol](#)

The Environmental Health Committee met on Wednesday, May 18th. The following items were discussed and are recommended by the Committee and require Board of Health Action:

1. Septic Variance Requests

a) [3657 Eber Road, Monclova Twp.](#)

Variance Request for a septic system at 3657 Eber Road, Monclova Township in order to meet the square footage required with wider trenches (6' vs 3') and length of run (40' vs 77').

**(Resolution 2022.05.091)** A motion was made by Dr. Ross and seconded by Amr Elaskary to approve the variance request for 3657 Eber Road as described above. Motion carried; 7 Yeas, 0 Nays.

b) [10152 Eber Road, Waterville Township](#)

Variance request for a septic system at 10152 Eber Road, Waterville Township. This is a very small lot. The request is to allow the distance from the property line to be 5' vs 10'.

**(Resolution 2022.05.092)** A motion was made by Dr. Ross and seconded by Amr Elaskary to approve the variance request for 10152 Eber Road, Waterville Twp as described above. Motion carried; 7 Yeas, 0 Nays.

c) [ProMedica – Flower Hospital Maternity Ward Inspection](#)

The inspection was performed on May 4, 2022. There were no issues at the time of inspection.

**(Resolution 2022.05.093)** A motion was made by Susan Postal and seconded by Dr. Munk to approve the Maternity Ward Inspection for ProMedica – Flower Hospital. Motion carried; 7 Yeas, 0 Nays.

**(Resolution 2022.05.094)** A motion was made by Dr. Munk and seconded by Dr. Woodson to approve the Environmental Health Committee Report. Motion carried; 7 Yeas, 0 Nays.

D. [Bylaws and Governance Committee – David Karmol](#)

- There was no Bylaws and Governance Committee Meeting in May

E. [Health Services Committee – Dr. Johnathon Ross](#)

The Health Services Committee discussed the Reproductive Health Clinic, DIS program and Syphilis numbers in the community, WIC formula shortage, and Maternal Child Health. Shannon Jones gave an overview of the Harm Reduction program to the committee. The new billing systems are in place and with the eMDS program but will need time to see the benefits.

Dr. Zgodzinski discussed the plan for enhancing TLCHD Childhood Wellness program and gave a Monkey Pox update.

**(Resolution 2022.05.095)** A motion was made by David Karmol and seconded by Dr. Woodson to approve the Health Services Committee Report. Motion carried; 7 Yeas, 0 Nays.

X. Prior Business

- No prior business

XI. Health Commissioner's Comments

- Future of Public Health  
Dr. Zgodzinski gave his update on where the future of Public Health both locally and at the state level is headed and how best for TLCHD to position itself to provide the best service to the community.
- Building Update  
Dr. Zgodzinski stated that both options for a new building continue to be in play and that both are good viable locations that will provide adequate office and clinic space as well as parking for clients and visitors. Staff continues to meet with architects to develop workable plans for each location.
- Strategic Plan  
Brandon has sent out a reminder to Board Members to complete the SWOT analysis. It is critical that we have Board Member input to this process so that we can develop and meaningful and achievable strategic plan.

**(Resolution 2022.05.096)** A motion was made by Dr. Ross and seconded by Dr. Munk to adjourn the meeting at 10:41 AM. Motion carried; 7 Yeas, 0 Nays.

Signed By:

*Thaddeus M. Kaczorowski*

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

Date: 6/23/2022

*Eric J. Zgodzinski*

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

Date: 6/23/2022