

**LUCAS COUNTY REGIONAL HEALTH DISTRICT**  
**Board of Health Meeting**  
**Lucas County Public Library – Main Branch**  
**August 25, 2022**  
**Meeting Minutes**

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

Ted Kaczorowski, President, called the meeting to order at 8:44 AM. A Roll Call was taken of Board Members for attendance:

*Present:* Ted Kaczorowski, David Karmol, Paul Komisarek, Amr Elaskary, Richard Munk, MD, Johnathon Ross, MD, Barbara Sarantou, Donna Woodson, MD (arrived at 8:51 AM)

*Excused:* Susan Postal, Michelle Schultz, Jared Wilson

II. **Introduction of Guests**

**Staff and Others:** Eric Zgodzinski, DrPH, Daniel Cadigan, MD, Tina Stokes, Madeline Hojnacki, David Welch, Shannon Jones, Andrea Binz, Alice Dargartz, Jessica Poupard, Lori Leppala, Gillian Wilke, Brenda Feasel, and Kevin Pituch from the Lucas County Prosecutor's Office

III. **Additions/Deletions to Agenda**

Eric asked that a discussion concerning salary survey be added under Gun Violence in the Prior Business section.

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

**(Resolution 2022.08.129)** A motion was made by Dr. Munk and seconded by Dr. Ross to approve the minutes of the July 28, 2022 Board of Health Meeting as presented. Motion carried; 8 Yeas, 0 Nays.

V. **Legal Update – Kevin Pituch**

Kevin Pituch reported there are 3 issues:

A. **Dance Studio Lockdown Lawsuit**

This lawsuit that was brought a year and half ago against a number of Health Commissioners (including Dr. Zgodzinski), the Governor, and leadership of ODH from a group of Dance Studios that alleged that COVID lockdowns damaged their business. Federal Court in Lucas County determined that the lockdown was constitutional. That decision was appealed to the 6<sup>th</sup> District Court of Appeals and this week they affirmed the lower court decision.

B. **Lawsuit filed by Charmaine Bassett**

The suit was brought stating the retail food inspection process is unconstitutional. Pituch to file to dismiss.

C. **TB Patient**

Proceedings are still ongoing, with TB Patient on electronic monitoring. His electronic monitor has disappeared. Probate Court has determined they do not have authority to detain him in

Lucas County Jail. He is still complying with the order to take the medication. He is at 33 of 40 doses. Eventually this case will go away as he is mostly compliant and there is no need to detain nor monitor.

#### D. Pending Lawsuit regarding Employment Contract for Public Official

Ted asked if there was any update with pending litigation in Ohio regarding legality of employment contract for unclassified public official. Kevin responded that the lawsuit had been settled so the case was dismissed by the Ohio Supreme Court without a ruling.

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

- TB patient is still taking his medication as reported above.
- Childhood Wellness discussions have been had with the Health Commissioner.
- Monkey Pox Update
  - ◆ Vaccine protocol has been written and implemented.
  - ◆ There are two confirmed Monkeypox and 5 confirmed Orthopox cases (7 total potential)

#### VII. Executive Session

Ted Kaczorowski stated that there was no Executive Session needed this month.

#### VIII. Committee Reports

##### A. Personnel Committee – Barbara Sarantou

The Personnel Committee met on Monday, July 25, 2022

1. The Personnel Committee discussed and recommends appointment of the following new hires:
  - a) Nicholas Hoffman, Quality Improvement Coordinator
  - b) Denise Kaminski, Fiscal/Grant Assistant

**(Resolution 2022.08.130)** A motion was made by David Karmol and seconded by Dr. Munk to approve the appointment of Nicholas Hoffman to the classified, full-time position of Quality Improvement Coordinator in the Non-Bargaining Unit, rate of pay \$27.41 per hour. Motion carried; 8 Yeas, 0 Nays.

**(Resolution 2022.08.131)** A motion was made by Paul Komisarek and seconded by Dr. Munk to approve the appointment Denise Kaminski to the classified, full-time position of Fiscal Grant Assistant in the Non-Bargaining Unit, rate of pay \$21.00 per hour. Motion carried; 8 Yeas, 0 Nays.

2. The Personnel Committee discussed and recommends the approval of the following Job Descriptions:

- a) Community Health Worker (HS Division, Medicaid Pathways Program). New Position. Position is in the Non Bargaining Unit, pay grade E-11, Non-Exempt, Full-Time.
- b) Health Communication Specialist. New Position. Position is in the Non Bargaining Unit, pay grade E-4, Non-Exempt, Full-Time.
- c) Public Health Lead Investigator. Position functions and qualifications updated. AFSCME Bargaining Unit, Non-Exempt, Full-Time.
- d) Senior Clerk. New Position. AFSCME Bargaining Unit, Non-Exempt, Full-Time.

**(Resolution 2022.08.132)** A motion to approve the position description for Community Health Worker (HS Division, Medicaid Pathways Program), Pay Grade E-11, Non-Bargaining Unit, Non-Exempt, Full-Time was made by Amr Elaskary and seconded by Paul Komisarek. Motion Carried, 8 Yeas, 0 Nays.

**(Resolution 2022.08.133)** A motion to approve the position description for the Health Communication Specialist, Pay Grade E-4, Non-Bargaining Unit, Non-Exempt, Full-Time was made by Dr. Munk and seconded by Dr. Ross. Motion Carried, 8 Yeas, 0 Nays.

**(Resolution 2022.08.134)** A motion to approve the updated position description for Public Health Lead Inspector, AFSCME Unit, Non-Exempt, Full-Time was made by Amr Elaskary and seconded by Dr. Munk. Motion Carried, 8 Yeas, 0 Nays.

**(Resolution 2022.08.135)** A motion to approve the position description for Senior Clerk, AFSCME Unit, Non-Exempt, Full-Time was made by Dr. Munk and seconded by Dr. Ross. Motion Carried, 8 Yeas, 0 Nays.

**(Resolution 2022.08.136)** A motion was made by Dr. Munk and seconded by Dr. Ross to approve the Personnel Committee Report. Motion carried; 8 Yeas, 0 Nays.

#### B. Audit/Finance Committee – Amr Elaskary

The Audit/Finance Committee met on Monday, August 22, 2022. The following items require Board of Health Action:

1. Payment of the June 2022 Vouchers

**(Resolution 2022.08.137)** A motion was made by Dr. Munk and seconded by Paul Komisarek to approve the payment of the July 2022 vouchers. Motion carried; 8 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 July 2022 in the ordinary course of business. Total transfer is \$121,400.00 consisting of changes in various expense categories.

**(Resolution 2022.08.138)** A motion was made by Dr. Ross and seconded by Dr. Munk to approve the transfer of appropriations of \$121,400.00 for July 2022. Motion carried; 8 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 July 2022 in the amount of \$404,396.96.

**(Resolution 2022.08.139)** A motion was made by Dr. Munk and seconded by David Karmol to approve the Revenue Estimates and Expense Appropriations of \$404,396.96. Motion carried; 8 Yeas, 0 Nays.

4. Uncollectable Revenue Write-Offs

Discussion was held about the amount and types of uncollectable revenue presented this month. The Board would like more information presented to them before they vote on this issue. It will be presented again next month.

Dr. Ross spoke about a movement that he has been involved with within Toledo City Council, sponsored by Councilwoman Michelle Grim, to partner with a non-profit company called RIP Medical Debt to spend ARPA money to eliminate medical debt of City of Toledo residents.

Dr. Zgodzinski indicated that he has also had conversations with Councilwoman Grim about this issue and would like to have permission from the Board to publicly represent the Health Department and offer testimony in support of this program.

**(Resolution 2022.08.140)** A motion was made by Amr Elaskary and seconded by Dr. Ross to authorize the Health Commissioner to work with City Council in collecting information on the public health impact of retiring medical debt. Motion carried; 8 Yeas, 0 Nays.

It is time again for the Community Health Assessment to be completed. Many organizations, including the Hospitals and the TLCHD, have historically contributed to the cost of completing this assessment. Dr. Zgodzinski would like permission to again contribute to this as it is a vital component of directing Public Health policy and resources in the area.

**(Resolution 2022.08.141)** A motion was made by Dr. Ross and seconded by Dr. Woodson to authorize the Health Commissioner to contribute up to \$35,000 towards the next Community Health Assessment.

**(Resolution 2022.08.142)** A motion was made by Dr. Munk and seconded by Dr. Ross to approve the Audit/Finance Committee report. Motion carried; 8 Yeas, 0 Nays.

### C. Environmental Health Committee – David Karmol

The Environmental Health Committee did not meeting the in July.

**(Resolution 2022.08.143)** A motion was made by Dr. Ross and seconded by Dr. Woodson to approve the Authorizing Resolution allowing the Health Commissioner and Environmental Health Specialists to tag and remove Items that present a public health hazard, and to embargo expired, adulterated or misbranded foods. Motion carried; 8 Yeas, 0 Nays.

### D. Bylaws and Governance Committee – David Karmol

- There was no Bylaws and Governance Committee Meeting in July.

### E. Health Services Committee – Dr. Johnathon Ross

- There was no Health Services Committee meeting this month.
- Dr. Ross gave an update on clinic numbers and encouraged all members to review the Health Services Monthly Board Report that is included in the packet to see what the Health Services Division has been doing.
- Flu Vaccine has been ordered but has not arrived yet.
- We are also awaiting the arrival of the bivalent COVID vaccine.
- Dr. Woodson talked about the importance of providing guidance and messaging that uses all sources not just a few. Dr. Zgodzinski reinforced the notion that there is a hierarchy of information development and distribution among various PH agencies and we need to take all sources into account when we are distributing this and make sure that we are providing information from sources that we are aligning our guidance from.
- Maddy Hojnacki reported that Shots 4 Tots is very busy this time of year giving school-required vaccines. We will also be having a Back to School event on September 17<sup>th</sup> to promote this effort. We also have HIV post-exposure prophylaxis available at all ProMedica Urgent Care facilities due to the hard work of Donna Fox, our HIV/STI Program Coordinator. RHWC has moved to “top of the hour” scheduling to allow for more walk-in patients.
- The next committee meeting will be in September

## IX. Prior Business/Health Commissioners Comments

- Gun Violence
  - Would be helpful to Members to have data on how we compare to other Cities.
  - Discussion was held on the many things that can contribute to gun violence.
  - Dr. Zgodzinski is looking for guidance from the Board on how to proceed with addressing the many causes and facets of this issue.
  - For the sake of time, Dr. Zgodzinski will dedicate time at next month’s meeting to discuss successful gun violence prevention programs.
- Childhood Wellness
  - We will host a Childhood Wellness Symposium on October 26<sup>th</sup> at the Franciscan Center at Lourdes University. We are trying to get Dr. Vanderhoff from ODH as the keynote speaker for this event as well as some other State Representatives.

- This will bring together people from all sectors of the community to help identify problematic areas or issues around childhood wellness. We will then slowly start to build objectives and priorities around those issues.
    - This will be a foundational meeting so it will help us to get the process moving.
  - Dr. Zgodzinski meeting with someone from Nationwide Children’s Hospital to talk about Childhood Wellness initiatives.
- Dr. Zgodzinski has been nominated for election as AOHC President. If the Board has any concerns with him serving, please let him know.
  - The Board is very supportive of this.
- Dr. Zgodzinski has been looking for leadership training opportunities for the last few years and he has found a company, Strategic HR, a subsidiary of Clark Schaffer Hackett, which can help in this regard. They have given some really great options on things such as culture survey, employee survey, leadership training.
  - Dr. Zgodzinski would like approval to engage Strategic HR in completing a salary survey. Salary survey is estimated at \$250 per job description. At this point, we would look to do the Non-Bargaining Unit positions.
    - Amr Elaskary, who works for Clark Schaffer Hackett, will abstain from any votes related to them to avoid any appearance of conflict.

**(Resolution 2022.08.144)** A motion was made by Dr. Ross and seconded by Dr. Munk to Authorize the Health Commissioner to engage with Strategic HR up to \$7,500 to complete salary surveys within the Department. Roll Call vote, Motion Carried; 7 Yes, 0 Nays, 1 Abstain.

- David Karmol proposed that we should convene our Facilities Committee to review the current new building situation so everyone can be kept informed and when Members are approached by outside parties, they can be referred to this committee.
- Ted and Dr. Zgodzinski were able to attend the NALBOH conference and Ted reported that our Board of Health is ahead of the curve with accreditation. Their website is a great resource for best practices for Boards of Health and Members are encouraged to visit the site to see what is offered.

## X. New Business

- Dr. Munk wanted to thank Jessica and Alice in their efforts to digitize the Board documents. It is very helpful and easy to use and read. He also finds the new way of doing the Board minutes very easy to read.

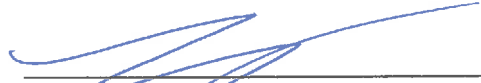
(Resolution 2022.08.145) A motion was made by Dr. Munk and seconded by Dr. Ross to adjourn the meeting at 10:54 AM. Motion carried; 8 Yeas, 0 Nays.

Signed By:

Absent

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

Date: \_\_\_\_\_

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

Date: 9/22/2022



DAVID KARMIOL  
Vice President  
Lucas County Regional Board of Health

9/22/2022