

**LUCAS COUNTY REGIONAL HEALTH DISTRICT**  
**Board of Health Meeting**  
**Lucas County Public Library – Main Branch**  
**October 27, 2022**  
**Meeting Minutes**

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

Ted Kaczorowski, President, called the meeting to order at 8:49 AM. A Roll Call was taken of Board Members for attendance:

*Present:* Ted Kaczorowski, David Karmol, Paul Komisarek, Richard Munk MD, Susan Postal, Johnathon Ross, MD, Barbara Sarantou, Michelle Schultz, Donna Woodson, MD

*Excused:* Jared Wilson

*Amr Elaskary arrived at 8:58 (at the beginning of Executive Session)*

II. **Introduction of Guests**

**Staff and Others:** Eric Zgodzinski, DrPH, Tina Stokes, Madeline Griffith, David Welch, Shannon Jones, Alice Dargartz, Jessica Poupard, Angelic King, Jodi Vaughn, Jennifer Gottschalk, Cathy Nearhood, Brenda Feasel, Brandon Palinski and Kevin Pituch, Jim Walter and Lauren Carpenter from the Lucas County Prosecutor's Office

**Visitor:** Alex Hasselback, First Year Medical Student at UTMC

III. **Additions/Deletions to Agenda**

Add the Hearing for the Smokin' Olive Restaurant to the agenda

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

**(Resolution 2022.10.165)** A motion was made by Dr. Munk and seconded by David Karmol to approve the minutes of the September 22, 2022 Board of Health Meeting as presented. Motion carried; 9 Yeas, 0 Nays.

V. **Legal Update – Kevin Pituch**

Mr. Pituch will make his comments during the Executive Session.

VI. **Medical Director's Report – Eric Zgodzinski**

- Dr. Cadigan was unable to attend the meeting. Eric Zgodzinski to give his report.
- Completed RHCW Quarterly Chart Reviews
- Completed Medicare Fraud and Abuse Yearly Training
- Attended Health Department Staff Retreat
- Reviewed RHCW flow and "no show" patient plans with Director of Nursing.
- Attended Childhood Wellness Summit.
- Madeline responded to a question on clinic "no shows".
  - ◆ We have a large number of "no show".

- ◆ We schedule 3 patients at the top of the hour
- ◆ We get DIS patients in immediately and have quite a bit of walk-in patients that fill in when there are “no shows”.

## VII. Executive Session

Eric Zgodzinski asked for a motion to enter into Executive Session for the purposes of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment pursuant to (G)(4) of section 121.22 of the Ohio Revised Code.

**(Resolution 2022.10.166)** Motion was made by Dr. Munk and seconded by Paul Komisarek to enter into Executive Session at 8:54 AM. Roll call vote taken. Motion carried, 9 Yeas, 0 Nays

**(Resolution 2022.10.167)** Motion was made by Dr. Munk and seconded by Dr. Ross to return to regular session at 9:16 AM. Motion carried, 10 Yeas, 0 Nays

Eric Zgodzinski stated there were no motions made or votes taken during Executive Session.

**(Resolution 2022.10.168)** Motion was made by Paul Komisarek and seconded by Dr. Munk to approve the AFSCME Contract for 2023 – 2025 which provides a 4% general wage increase for each year of the contract with a \$2500 lump sum payment as soon as practical after passage of the agreement by both parties and changes in hours of work from 8:00 am – 4:00 pm including a 30 minute paid lunch. Other contract provisions are included in the attached summary. Motion carried. Roll Call Vote taken. Motion carried, 9 Yeas, 0 Nays (Barbara Sarantou was out of the room at the time of the vote)

**(Resolution 2022.10.169)** Motion was made by Paul Komisarek and seconded by Dr. Ross to approve a 4% general wage increase for 2023 and a lump sum payment of \$2500 to be made as soon as practical after passage of the agreement by both parties, and adoption of the Hours of Work, Personal Leave and Holidays section language in the AFSCME contract for Non-Bargaining Unit Employees. Roll Call Vote taken. Motion carried, 9 Yeas, 0 Nays (Barbara Sarantou was out of the room at the time of the vote)

**(Resolution 2022.10.170)** Motion was made by Paul Komisarek and seconded by Susan Postal to approve a full day off on New Year’s Eve for all staff. Roll Call Vote taken. Motion carried. 9 Yeas, 0 Nays; (Barbara Sarantou was out of the room at the time of the vote)

## VIII. Committee Reports

### A. Personnel Committee – Barbara Sarantou

The Personnel Committee met on Monday, September 24, 2022

1. The Personnel Committee discussed and recommends appointment of the following new hire:
  - a. Adelaide Worline, Environmental Health Specialist-in-Training

**(Resolution 2022.10.171)** A motion was made by Dr. Ross and seconded by Dr. Munk approve the appointment of Adelaide Worline to the classified, full-time position in the AFSCME Bargaining Unit, rate of pay \$21.79 per hour.  
Motion Carried, 10 Yeas, 0 Nays.

**(Resolution 2022.10.172)** A motion was made by Dr. Munk and seconded by Paul Komisarek to approve the Personnel Committee Report. Motion carried; 10 Yeas, 0 Nays.

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

The Audit/Finance Committee met on Monday, October 24, 2022. The following items require Board of Health Action:

1. Payment of the September, 2022 Vouchers

**(Resolution 2022.10.173)** A motion was made by Dr. Ross and seconded by David Karmol to approve the payment of the September 2022 vouchers. Motion carried; 10 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 September, 2022 in the ordinary course of business. Total transfer is \$27,339.48 consisting of changes in various expense categories.

**(Resolution 2022.10.174)** A motion was made by Paul Komisarek and seconded by Dr. Ross to approve the transfer of appropriations of \$27,399.48 for September, 2022. Motion carried; 10 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 September 2022 in the amount of \$3,679,205.05.

**(Resolution 2022.10.175)** A motion was made by Susan Postal and seconded by Michelle Schultz to approve the Revenue Estimates and Expense Appropriations for the month of September 2022 in the amount of \$3,679,205.05. Motion carried; 10 Yeas, 0 Nays.

4. Uncollectable Revenue Write-Offs

**(Resolution 2022.10.176)** A motion was made by Dr. Munk and seconded by Dr. Ross to approve the write-off of uncollectable accounts which are at least 180 days or older in the amount of \$8,262.36. Motion carried; 10 Yeas, 0 Nays.

5. CDBG Budget Adjustment

**(Resolution 2022.10.177)** A motion was made by Paul Komisarek and seconded by Susan Postal to approve the resolution for the CDBG budget adjustment. Motion carried; 10 Yeas, 0 Nays.

## 6. Authorizing Resolution

**(Resolution 2022.10.178)** A motion was made by Paul Komisarek and seconded by Susan Postal by to authorize the Health Commissioner to enter into no/low-cost MOUs and Contracts. Motion carried; 10 Yeas, 0 Nays

**(Resolution 2022.10.180)** A motion was made by Susan Postal and seconded by Michelle Schultz to approve the Audit/Finance Committee report. Motion carried; 10 Yeas, 0 Nays.

## C. Environmental Health Committee – David Karmol

The Environmental Health Committee met on October 19, 2022 with a follow up this morning:

### 1. Suspension of license for Smokin' Olive Deli

The committee recommends the suspension of the license for the Smokin' Olive Deli to be held in abeyance for sixty (60) days until such time as the facility is in complete compliance with the orders of the Health Department and rules of the State of Ohio.

There were significant critical and non-critical violations at this facility that go back years and the Committee feels that the Health Department has bent over backwards to help this facility come into compliance and it has not been easy.

**(Resolution 2022.10.179)** A motion was made by Paul Komisarek and seconded by Dr. Munk to suspend the Smokin' Olive Food Service License in abeyance for sixty (60) days. It will be enacted if the Health Commissioner deems it necessary. Upon suspension, the Health Commissioner will notify the Board President and Chair of the Environmental Health Committee. Roll Call Vote taken. Motion carried; 10 Yeas, 0 Nays.

### 2. Second Reading of the Proposed Environmental Health Fees for 2023.

**(Resolution 2022.10.181)** Motion was made by Dr. Ross and seconded by Dr. Munk to approve the Second Reading of the Proposed Environmental Health Fees for 2023. A roll call vote was taken. Motion carried, 10 yeas, 0 Nays.

**(Resolution 2022.10.182)** A motion was made by Amr Elaskary and seconded by Dr. Munk to approve the Environmental Health Committee report. Motion carried; 10 Yeas, 0 Nays.

## D. Strategic Planning Committee – Barbara Sarantou

- Brandon Palinski reported that the committee met a couple of weeks ago.
- They went over first summation of the BoH SWOT (Strengths, Weaknesses, Opportunities, and Threats) as part of the Strategic Planning process.
  - The Board of Health and Community Partners SWOT will be done in two parts.
  - The Staff SWOT will be sent out in the next week and will rank their top priorities.
- The Committee will meet again on November 10<sup>th</sup> and we will be having an internal meeting with staff the same week.

**(Resolution 2022.10.183)** Motion was made by Dr. Ross and seconded by Dr. Woodson to approve the Strategic Planning Report 2023. Motion carried, 10 yeas, 0 Nays.

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

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

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

- There was no Health Services Committee Meeting in October. Committee will meeting in November.

#### G. Facilities Committee – Paul Komisarek

- Mr. Komisarek gave an update on the status of the two buildings under consideration for the potential new Board of Health building. Dave Karmol, Paul Komisarek and staff toured both buildings.
- The Spielbusch building has 61,000 sq. feet and the Glendale building has 44,000 sq. ft. Parking is similar in size. Both will require renovation. There is a large elevator and delivery room at the Spielbusch location. The elevator at Glendale is small and needs to be rebuilt. We want to make sure the future building is a good working environment for our staff.
- Both the County and the City seem committed to working with us to come up with a good plan to make sure our needs are met as well as the needs of the citizens of Lucas County.
- We will continue to have dialogue with the county and will keep the board members up to date with any developments.
- We will invite representatives from both the City of Toledo and Lucas County to our next Committee meeting.

**(Resolution 2022.10.184)** A motion was made by Dr. Ross and seconded by Dr. Munk to approve the Facilities Committee report. Motion carried; 10 yeas, 0 Nays.

### IX. Prior Business

- David Karmol mentioned the recent staff retreat that several of the board members attended. The speakers were very well received by multiple Board members and did a good job of covering material that can be very difficult to present.
  - Ted Kaczarowski was glad that Board members were all seated at different tables and were able to interact with different staff members. He said he received great feedback from staff and had a great time.
- Barb Sarantou asked what the Merger Agreement will have in regards to the building. Kevin Pituch state that this is a part of the negotiation that is going on for the new agreement.
- Dr. Munk asked about the SOR Grant. This comes from the State of Ohio and stands for State Opiate Response. This is a one month extension of funding for a grant that was previously approved by the Board of Health. The State reallocated unspent funds from other counties and gave TLCHD a one month extension because we have done such a remarkable job with our funding.

## X. Health Commissioner Comments:

- Shannon Jones spoke about the recent Childhood Wellness Symposium that we hosted.
  - This was a large group of over 100 from coalitions, public and private groups to share a common goal to increase childhood wellness in our community.
  - Dr. Bruce Vanderhoff from ODH gave the keynote speaker. This effort is on ODH's list of programs they want to put money towards.
  - We will be coming to the Board next month for approval to apply for a grant from NACCHO for \$55,000 which deals with ACES (Adverse Childhood Events), suicide and drug abuse, all overlapping.
  - There were breakout sessions in the afternoon with many topics including: nutrition, obesity, physical activity, mental health, violence and abuse. We broke down further and looked at which organizations we have in the community that can address these. What are the gaps in the community? We have all this information from the community partners and now have to decide where we go from here? Take a look to see who else needs to be involved. Elected officials, school boards, private institutions with money to put into it.
  - Shannon thanked Melissa Linear who spearheaded this effort.
  - ODH gave wonderful feedback on how well this was put together; took many notes and want to find a way to implement something like this statewide.
- Eric Zgodzinski said how pleased he was with the event, it exceeded his expectations. Shannon and her team did a great job planning and executing.
  - The biggest takeaway that he had from this event is that we must get community involved, it can't just be us. He encouraged everyone to talk to their elected officials, school board members, physicians etc.
  - Childhood Wellness is an issue that holds great importance and touches all areas of health. It can be the bridge that we need to break down the silos between divisions and programs within our Department and our community.

## XI. Public Health Items in the News

- Dr. Ross gave a brief update on the latest information regarding COVID and the newest available booster and the protection it offers.
- Dr. Munk noted the rise in prevalence of RSV in the community and emphasized potential for the combination of flu, COVID, and RSV to create significant issues this season.
- Michelle Schultz gave kudos to the TLCHD employees who were giving flu shots at One Government Center the day before. They did a wonderful job.

**(Resolution 2022.10.185)** A motion was made by Dr. Munk and seconded by Dr. Woodson to adjourn the meeting at 10:26 AM. Motion carried; 10 Yeas, 0 Nays.

Signed By:

*Thaddeus M. Kaczorowski*

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



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

Date: 11-17-22

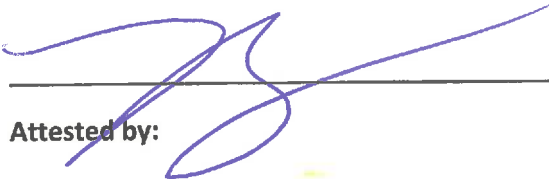
Date: 11-17-22

**MEETING START  
TIME:**

**8:49 AM**

## Roll Call Vote for Attendance October 27, 2022 Board of Health Meeting

	HERE	EXCUSED	ABSENT
Amr Elaskary	(arrived @8:58)		
Ted Kaczorowski	x		
David Karmol	x		
Paul Komisarek	x		
Richard Munk, MD	x		
Susan Postal	x		
Johnathon Ross, MD	x		
Barbara Sarantou	x		
Michelle Schultz	x		
Jered Wilson		x	
Donna Woodson, MD	x		
<b>Totals</b>	10	1	

  
Attested by:

11-15-22  
Date:



Resolution #: 2022-10-166

Motion to enter into Executive Session for the purposes of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment pursuant to (G)(4) of section 121.22 of the Revised Code.

Made By:	Seconded by:		
Dr. Munk	Paul Komisarek		
	YES	NO	ABSENT
<b>Amr Elaskary</b>			x
<b>Ted Kaczorowski</b>	x		
<b>David Karmol</b>	x		
<b>Paul Komisarek</b>	x		
<b>Richard Munk, MD</b>	x		
<b>Susan Postal</b>	x		
<b>Johnathon Ross, MD</b>	x		
<b>Barbara Sarantou</b>	x		
<b>Michelle Schultz</b>	x		
<b>Jered Wilson</b>			x
<b>Donna Woodson, MD</b>	x		
<b>Totals</b>	9		2

Passed

Failed

Motion to return to the Regular Session of the Board of Health Meeting.

Made By:	Seconded by:		
Dr. Munk	Dr. Ross		
	YES	NO	ABSENT
Amr Elaskary	x		
Ted Kaczorowski	x		
David Karmol	x		
Paul Komisarek	x		
Richard Munk, MD	x		
Susan Postal	x		
Johnathon Ross, MD	x		
Barbara Sarantou	x		
Michelle Schultz	x		
Jered Wilson			x
Donna Woodson, MD	x		
<b>Totals</b>	10		1

Passed

Failed

Resolution #: 2022.10.168

Motion to accept the AFSCME contract for 2023-2025 which provides a 4% general wage increase for each year of the contract with a \$2500 lump sum payment as soon as practical after passage of the agreement by both parties and changes in hours of work from 8:00am-4:00pm including a 30 min paid lunch. Other contract provisions are included in the attached summary.

Made By:	Seconded by:		
Paul Komisarek	Dr. Munk		
	YES	NO	ABSENT
<b>Amr Elaskary</b>	x		
<b>Ted Kaczorowski</b>	x		
<b>David Karmol</b>	x		
<b>Paul Komisarek</b>	x		
<b>Richard Munk, MD</b>	x		
<b>Susan Postal</b>	x		
<b>Johnathon Ross, MD</b>	x		
<b>Barbara Sarantou</b>			Out of room at time of vote
<b>Michelle Schultz</b>	x		
<b>Jered Wilson</b>			x
<b>Donna Woodson, MD</b>	x		
<b>Totals</b>	9		2

Passed

Failed

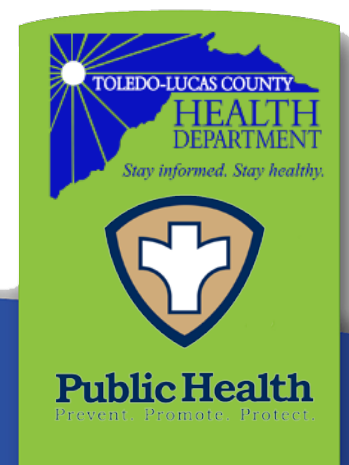
# Summary of Tentative Agreement

## AFSCME Local 7 and the Lucas County Regional Health Department

September 28, 2022

The following itemized list represents the accomplishments of the negotiations for contract years 2023-2025:

1. Hours of Work and Overtime
  - a. Negotiated standard work hours to be 8:00 to 4:00 pm with a 30 minute paid lunch. Employees are expected to be available, if necessary, during the lunch period.
2. Sick Leave
  - a. Negotiated more detail to the examples of sick leave abuse that would allow the employer to take disciplinary action if substantiated.
  - b. Negotiated new section that defines Satisfactory Attendance
    - i. After 60 hours of undocumented sick leave, satisfactory medical documentation will be required for sick leave to be approved.
3. Holidays
  - a. Added new Federal Holiday of Juneteenth
  - b. Negotiated granting a whole day off for New Year's Eve (have given this past 3 years).
4. Vacation
  - a. Negotiated the extension of the NBU Vacation Plus program to the AFSCME Bargaining Unit
    - i. Employees may cash out vacation time once per year based on years of service.
5. Wages
  - a. Negotiated 3 years of wages
    - i. 2023 - 4% wage increase and \$2,500 lump sum
    - ii. 2024 - 4% wage increase
    - iii. 2025 - 4% wage increase
6. Personal Leave
  - a. Negotiated adding an additional personal day for a total of three.
  - b. Negotiated the ability for employees to convert up to two workdays of sick leave into personal leave.
    - i. Converted personal leave may be used in 15 minute increments.
  - c. Negotiated making personal days permanent.
7. Uniforms
  - a. Negotiated an increase in the amount and frequency of the reimbursement for boots for the solid waste and well/septic inspectors.
  - b. Added language to match practice of providing scrubs to non-nursing clinical staff.



## 8. Housekeeping

- a. Clarified or amended language throughout the body of the contract which was out of date or inconsistent with current practice.
  - i. Sanitarian to Environmental Health Specialist
  - ii. Discrimination language
  - iii. Grievance Procedure
  - iv. Seniority lists provided to Union
  - v. Disciplinary Procedure
  - vi. Working Out of Classification
  - vii. Mileage Reimbursement
  - viii. Policy and Procedure process

### Union Ratification:

A ratification vote is scheduled for October 4<sup>th</sup>.

Resolution #: 2022.10.169

Motion to approve a 4% general wage increase for 2023 and lump sum payment of \$2500 to be made as soon as practical after passage of the agreement by both parties, and adoption of the Hours of Work, Personal Leave, and Holidays sections language in the AFSCME contract for Non-Bargaining Unit Employees.

<b>Made By:</b>	<b>Seconded by:</b>		
Paul Komisarek	Dr. Ross		
	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>
<b>Amr Elaskary</b>	x		
<b>Ted Kaczorowski</b>	x		
<b>David Karmol</b>	x		
<b>Paul Komisarek</b>	x		
<b>Richard Munk, MD</b>	x		
<b>Susan Postal</b>	x		
<b>Johnathon Ross, MD</b>	x		
<b>Barbara Sarantou</b>			Out of room at time of vote
<b>Michelle Schultz</b>	x		
<b>Jered Wilson</b>			x
<b>Donna Woodson, MD</b>	x		
<b>Totals</b>	9		2

Passed

Failed