

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Toledo Lucas County Main Library
September 28, 2023
Meeting Minutes

I. **Swearing In of New Board Member**

- Kevin Pituch presented the Oath of Allegiance to Matthew Sapara as Board Member representing the City of Oregon.
- Paul Komisarek mentioned Michelle Schultz was thanked for her service as a Board Member

II. **Call to Order and Roll Call**

Paul Komisarek, President, called the meeting to order at 8:53 AM. A Roll Call was taken of Board Members for attendance:

Present: Cheryl Crowder, Amr Elaskary, Sonia Flunder-McNair, Ted Kaczorowski, David Karmol, Paul Komisarek, Dr. Johnathon Ross, Matthew Sapara, Barbara Sarantou, and Dr. Donna Woodson

Excused: Dr. Richard Munk and Susan Postal

III. **Introduction of Guests**

In-Person Staff and Others: Shannon Jones, David Welch, Angie Bauman, Heather Burnette, Jennifer Gottschalk, Tina Stokes, Wendy Davis, Kendra Kec, Kevin Pituch (LC Prosecutor), Nancy Benedetto (ONA), Gillian Wilke (AFSCME), Alice Dargartz, and Ashley DuShane

Via-Zoom Staff: Dr. Megan Lutz

Visitors: Alex Hasselbach

IV. **Additions/Deletions to Agenda**

Dr. Megan Lutz's Medical Report to be read via Zoom after the approval of the August 2023 Minutes, before the Executive Session.

(Resolution 246-23) A motion was made by Matthew Sapara and seconded by Dr. Ross to approve this addition to the agenda. Motion carried; 10 Yeas, 0 Nays.

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

(Resolution 247-23) A motion was made by Dr. Ross and seconded by Barbara Sarantou to approve the minutes of the August 24, 2023 regular Board of Health Meeting as presented. Motion carried; 10 Yeas, 0 Nays.

VI. **Medical Director's Report – Dr. Megan Lutz**

- Ohio Department of Health is going to be giving us directives for the COVID vaccine. We have received some orders from the Centers for Disease Control and Prevention. Since

Adell Shehab's departure, we are transitioning the pharmacy. Training has been completed on the lab front. Dr. Lutz to work on new projects with medical students to be involved at the health department.

(Resolution 248-23) A motion was made by Dr. Ross and seconded by Dr. Woodson to approve the Medical Director's Report. Motion carried; 10 Yeas, 0 Nays.

VII. Executive Session

(Resolution 249-23) A motion was made by Dave Karmol and seconded by Dr. Woodson to enter into an executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official ... pursuant to (G)(1) of section 121.22 of the Revised Code at 8:58 AM. Roll Call vote taken. Motion carried; 10 Yeas, 0 Nays.

(Resolution 250-23) A motion was made by Amr Elaskary and seconded by Dr. Woodson to return to the Regular Session of the Board of Health Meeting at 9:54 AM. Roll call vote taken. Motion carried; 10 Yeas, 0 Nays.

VIII. Legal Update – Kevin Pituch

- Kevin Pituch reported that the lawsuit stemming from the closure of schools during the COVID pandemic was granted to the complainant. The fine that was imposed was paid by the county and covered by our liability insurance.

IX. Committee Reports

A. Succession Planning – Dr. Richard Munk

Committee did not meet in September

B. Personnel Committee –Barbara Sarantou

The Personnel Committee met on Tuesday, September 19, 2023. The following items require Board of Health action:

- New Hires

(Resolution 251-23) A motion was made by Matthew Sapara and seconded by Sonia Flunder-McNair to approve the hire of Rebecca Boone to the full-time classified position of Clinical Supervisor, Non-Bargaining Unit, pay rate \$35.33 per hour. Motion carried; 10 Yeas, 0 Nays.

- Policies

(Resolution 252-23) A motion was made by Dr. Ross and seconded by Dr. Woodson to approve the new Workplace Support for Breastfeeding Employees Policy. Motion carried; 10 Yeas, 0 Nays.

(Resolution 253-23) A motion was made by Dr. Woodson and seconded by Dr. Ross to approve the updated Professional Appearance Policy. Motion carried; 10 Yeas, 0 Nays.

(Resolution 254-23) A motion was made by Ted Kaczorowski and seconded by Matthew Sapara to approve the Personnel Committee Report. Motion carried; 10 Yeas, 0 Nays.

C. Audit/Finance Committee – Amr Elaskary

The Audit/Finance Committee met on Tuesday, September 19, 2023. The following items require Board of Health action:

(Resolution 255-23) A motion was made by Dr. Woodson and seconded by Dr. Ross to approve the payment of the August 2023 vouchers. Motion carried; 10 Yeas, 0 Nays.

(Resolution 256-23) A motion was made by Barbara Sarantou and seconded by Dr. Ross to approve the changes in Revenue Estimates of \$195,970.35 and Expense Appropriations of \$214,130.52 for August 2023. Motion carried; 10 Yeas, 0 Nays.

(Resolution 257-23) A motion was made by Dr. Woodson and seconded by Dr. Ross to apply for and accept, if awarded, Regional Prevention and Linkage to Care Collaborative (RL24) Motion carried; 10 Yeas, 0 Nays.

(Resolution 258-23) A motion was made by Dr. Ross and seconded by Dr. Woodson to apply for and accept, if awarded, Asthma Minority Community Outreach. Motion carried; 10 Yeas, 0 Nays.

(Resolution 259-23) A motion was made by Dave Karmol and seconded by Dr. Ross to apply for and accept, if awarded, Household Sewage Treatment Repair/Replacement. Motion carried; 10 Yeas, 0 Nays.

(Resolution 260-23) A motion was made by Dr. Ross and seconded by Dr. Woodson to enter into contract with Neighborhood Health Association to provide nutrition education to at-risk women, infants, and children through the WIC program. Motion carried; 10 Yeas, 0 Nays.

(Resolution 261-23) A motion was made by Dr. Ross and seconded by Dr. Woodson to enter into contract with Mercy Health – St Vincent Medical Center to provide nutrition education to at-risk women, infants, and children through the WIC program. Motion carried; 9 Yeas, 0 Nays, 1 Abstention.

(Resolution 262-23) A motion was made by Dr. Woodson and seconded by Sonia Flunder-McNair to enter into contract with ProMedica Toledo Hospital to provide nutrition education to at-risk women, infants, and children through the WIC program. Motion carried; 9 Yeas, 0 Nays, 1 Abstention.

(Resolution 263-23) A motion was made by Dr. Ross and seconded by Dr. Woodson to enter into MOU with Maumee Fire Department to coordinate and expand efforts of the Leave it Behind naloxone distribution program. Motion carried; 10 Yeas, 0 Nays.

(Resolution 264-23) A motion was made by David Karmol and seconded by Matthew Sapara to amend the contract with the Consulting House, LLC dba the Doula Xperience. The Contract award amount did not change just the allocation of expense reimbursement. Motion carried; 10 Yeas, 0 Nays.

(Resolution 265-23) A motion was made by Dr. Woodson and seconded by Dr. Ross to enter into agreement with Unite Corporation to perform simulation for Arrive Alive Tour at St. John Jesuit. Motion carried; 10 Yeas, 0 Nays.

(Resolution 266-23) A motion was made by Dr. Ross and seconded by Dr. Woodson to enter into enter into agreement with Criminal Justice Coordinating Council to allow access to Northwest Ohio Regional Information System (NORIS) software. Motion carried; 10 Yeas, 0 Nays.

(Resolution 267-23) A motion was made by Matthew Sapara and seconded by Dr. Ross to authorize the transfer of residual funds in the amount of \$320,329.18 from the Special Revenue – Grant Fund to the Administration Department of the General Fund, and to classify the transferred funds as unrestricted. Roll Call Vote was taken. Motion carried; 10 Yeas, 0 Nays.

(Resolution 268-23) A motion was made by Dr. Woodson and seconded by Dr. Ross to approve the Audit/Finance Committee Report. Motion carried; 10 Yeas, 0 Nays.

D. Environmental Health Committee – David Karmol

The Environmental Health Committee met on Wednesday, September 20, 2023. The following items require Board of Health action:

(Resolution 269-23) A motion was made by Dr. Ross and seconded by Ted Kaczorowski to approve first reading of the proposed 2024 Environmental Health Fees for food, body art, private water, household sewage treatment, bathing beaches, and semi public. Roll Call Vote was taken. Motion carried; 10 Yeas, 0 Nays.

(Resolution 270-23) A motion was made by Dr. Ross and seconded by Amr Elaskary to approve the Environmental Health Committee Report. Motion carried; 10 Yeas, 0 Nays.

E. Strategic Planning Committee – Dr. Donna Woodson

Committee did not meet in September

- Shannon Jones provided a quick update on Strategic Planning including working toward finalizing the highest goal objectives for each priority. Hope to have a draft plan in November.

F. Bylaws and Governance Committee – Ted Kaczorowski

The Bylaws and Governance Committee met on Wednesday, September 20, 2023. The following items require Board of Health action:

- There was discussion to add the language verbatim of OAC 3701-36-03(A)(8) Minimum standards to ARTICLE IV: ROLES AND RESPONSIBILITIES of the Bylaws. This will be presented for vote at the next Board of Health Meeting.
- There was discussion regarding the Bylaws Article X Section 2. Board of Health Officers: The Board of Health shall elect a President and a Vice President at the first public meeting of the each odd-numbered calendar year. The term of the President and Vice President shall be for two years, and the Vice President shall customarily be nominated for President at the next election. This has been tabled to a future meeting.

(Resolution 271-23) A motion was made by Matthew Sapara and seconded by Sonia Flunder-McNair to approve the Bylaws and Governance Committee Report. Motion carried; 10 Yeas, 0 Nays.

G. [Health Services Committee – Dr. Johnathon Ross](#)
Committee did not meet in September

H. [Facilities and Fleet Committee – David Karmol](#)

The Facilities and Fleet Committee met on Wednesday, September 20, 2023. The following items require Board of Health action:

(Resolution 272-23) A motion was made by Ted Kaczorowski and seconded by Dr. Ross to approve the Facilities and Fleet Committee Report. Motion carried; 10 Yeas, 0 Nays.

X. [Prior Business](#)

No prior Business

XI. [New Business/Points for Consideration](#)

- Safe Sleep video was shown during the meeting. The video may be accessed on Toledo-Lucas County Health Department’s YouTube Channel.

XII. [Interim Health Commissioners Comments:](#)

- The Toledo-Lucas County Health Department is partnering with the Rand Corporation and Robert Wood Johnson Foundation for the next phase of the Sentinel Communities Surveillance Project by holding a workshop on October 16, 2023. Toledo is one of 30 communities across the U.S. and the only city in Ohio that was chosen for this project’s 10-year effort to build a culture of health in America in 2016.
- All-Staff Retreat will be held at Owens Community College on October 27, 2023.
- Merger Agreement has been passed by all of the jurisdictions except the city of Maumee which will be voting next week on whether to accept the term limits.

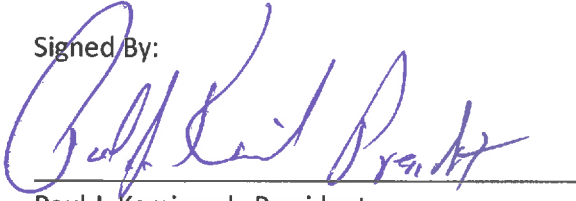
XIII. [Public Health in the News](#)

- COVID Shots – 110 doses were received as the first shipment. We will be able to order additional vaccines as needed.
- Flu Shots are available and there are several public clinics scheduled for the month.

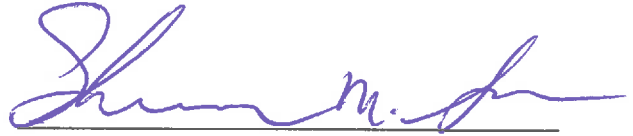
- ❖ *Barbara Sarantou left the meeting at 11:23 AM*
- ❖ *Sonia Flunder-McNair left the meeting at 11:29 AM*

(Resolution 273-23) A motion was made by Dr. Woodson and seconded by Matthew Sapara to adjourn the meeting at 11:30 AM. Motion carried; 8 Yeas, 0 Nays.

Signed By:



Paul J. Komisarek, President
Lucas County Regional Board of Health



Shannon M. Jones, MBA, MPH
Secretary to the Board of Health

Date: 10.26.23

Date: 10/26/2023