

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Toledo Lucas County Main Library
January 25, 2024
Meeting Minutes

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

Paul Komisarek, President, called the meeting to order at 8:50 AM. A Roll Call was taken of Board Members for attendance:

Present: Cheryl Crowder, Sonia Flunder-McNair, Ted Kaczorowski, David Karmol, Paul Komisarek, Dr. Richard Munk, Susan Postal, Dr. Johnathon Ross, Matthew Sapara, Barbara Sarantou, Dr. Donna Woodson, *Amr Elaskary arrived at 8:53 AM

II. **Introduction of Guests**

Staff and Others: Megan Lutz, Shannon M. Jones, David Welch, Angie Bauman, Kendra Kec, Brandon Palinski, Tina Stokes, Wendy Davis, Scott Francis, Jennifer Gottschalk, Heather Burnette, Ashley DuShane, Nathan Fries, Kevin Pituch (LC Prosecutor), Robin Ramm (ONA), Tony Maziarz (AFSCME), Amanda Riley (Medical Student), Aru Goel (UTMC Medical Student), Alex Hasselbach (UTCOMLS)

III. **Additions/Deletions to Agenda**

Emergency Fee Reading

(Resolution 001-24) A motion was made by Matthew Sapara and seconded by Dr. Woodson to Approve the 2024 Proposed Food Program Fees - Low Risk Retail Food Establishment Mobile. Roll call vote taken. Motion carried; 11 Yeas, 0 Nays. *Amr Elaskary was not present during roll call vote.

IV. **Nominating Ad Hoc Committee Report – David Karmol**

David Karmol summarized the Nominating Ad Hoc report. The committee decided they would not endorse a president or vice president and put forth both candidates on the ballot for each office. Paul Komisarek and Dr. Johnathon Ross were on the ballot for President of the Lucas County Regional Health District. Barbara Sarantou and Amr Elaskary were on the ballot for Vice President of the Lucas County Regional Health District.

V. **Election of President & Vice President – David Karmol**

Each candidate was given an opportunity to speak prior to voting.

After hearing Paul Komisarek and Dr. Johnathon Ross, a vote was taken for presidency. Shannon M. Jones awarded the position of President of the Lucas County Board of Health to Dr. Johnathon Ross by majority vote; 8 Ross, 4 Komisarek.

After hearing Barbara Sarantou and Amr Elaskary, a vote was taken for vice presidency. Shannon M. Jones announced a tie vote; 6 Sarantou, 6 Elaskary.

In the event of a tie, council indicated another vote would be taken. Subsequently, Shannon M. Jones awarded the position of Vice President of the Lucas County Board of Health to Barbara Sarantou by majority vote; 7 Sarantou, 5 Elaskary.

(Resolution 002-24) A motion was made by Dr. Woodson and seconded by Dr. Munk to Approve the Nominating Ad Hoc Committee Report. Motion carried; 12 Yeas, 0 Nays.

VI. Approval of Board of Health Meeting Minutes

(Resolution 003-24) A motion was made by Dr. Munk and seconded by Dr. Woodson to Approve the minutes of the December 14, 2023 Board of Health Meeting as presented. Motion carried; 12 Yeas, 0 Nays.

VII. Legal Update – Kevin Pituch

No new updates.

VIII. Executive Session

(Resolution 004-24) A motion was made by Dr. Munk and seconded by Matthew Sapara 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 Ohio Revised Code at 9:20 AM. Roll Call vote taken. Motion carried; 12 Yeas, 0 Nays.

(Resolution 005-24) A motion was made by Dr. Munk and seconded Matthew Sapara to return to the Regular Session of the Board of Health Meeting at 9:54 AM. Roll call vote taken. Motion carried; 12 Yeas, 0 Nays.

IX. Medical Director's Report – Megan Lutz, MD

We are making headway on the front of medical student involvement in the health department. Planning to have a student involved on the Three-Site Testing project.

X. Board of Health Continuing Education

Nathan Fries, TLCHD Registered Environmental Health Specialist, presented an overview of how septic systems work and welcomed board members and students to attend site inspections.

XI. Committee Reports

A. Succession Planning – Dr. Richard Munk

Committee did not meet in January.

B. Personnel Committee – Barbara Sarantou

The Personnel Committee met on Tuesday, January 16, 2024. The following items require Board of Health action:

- New Hire

(Resolution 006-24) A motion was made by Ted Kaczorowski and seconded by Dr. Munk to Approve the Hire of Elizabeth Masters to the full-time classified position of Grants Coordinator, Non-Bargaining Unit, pay rate \$32.28 per hour. Motion carried; 11 Yeas, 0 Nays. *Matthew Sapara left the meeting at 10:30 AM.

(Resolution 007-24) A motion was made by Dr. Munk and seconded by Ted Kaczorowski to Approve the Hire of Julie Smith to the full-time, classified position of Registered Dietitian, AFSCME Unit, pay rate \$27.16 per hour. Motion carried; 11 Yeas, 0 Nays.

(Resolution 008-24) A motion was made by Dr. Munk and seconded by Sonia Flunder-McNair to Approve the Hire of Tara Ivey to the full-time classified position of Medical Assistant, AFSCME Unit, pay rate \$18.77 per hour. Motion carried; 11 Yeas, 0 Nays.

- Policy

(Resolution 009-24) A motion was made by Dr. Ross and seconded by Dr. Munk to Approve the Harassment Prevention Policy. Motion carried; 11 Yeas, 0 Nays.

(Resolution 010-24) A motion was made by Ted Kaczorowski and seconded by Dr. Munk to Approve the Personnel Committee Report. Motion carried; 11 Yeas, 0 Nays.

C. Audit/Finance Committee – Amr Elaskary

The Audit/Finance Committee met on Tuesday, January 16, 2024. The following items require Board of Health action:

(Resolution 011-24) A motion was made by David Karmol and seconded by Dr. Woodson to Approve the payment of the December 2023 Vouchers. Motion carried; 11 Yeas, 0 Nays.

(Resolution 012-24) A motion was made by Barbara Sarantou and seconded by Dr. Woodson to Approve the December 2023 changes in revenue estimates and expense appropriations of \$694,752.76. Motion carried; 11 Yeas, 0 Nays.

- Grants

(Resolution 013-24) A motion was made by Susan Postal and seconded by Dr. Munk to Apply for and Accept, if awarded, Public Health Emergency Preparedness. Motion carried; 11 Yeas, 0 Nays.

(Resolution 014-24) A motion was made by Susan Postal and seconded by Sonia Flunder-McNair to Apply for and Accept, if awarded, Local Office of Minority Health (SOS 3.2 Funding). Motion carried; 11 Yeas, 0 Nays.

(Resolution 015-24) A motion was made by Dr. Munk and seconded by Dr. Woodson to Apply for and Accept, if awarded, COVID-19 Bridge Vaccination. Motion carried; 11 Yeas, 0 Nays.

(Resolution 016-24) A motion was made by Dr. Munk and seconded by Barbara Sarantou to Apply for and Accept, if awarded, Ohio Equity Institute. Motion carried; 11 Yeas, 0 Nays.

(Resolution 017-24) A motion was made by Susan Postal and seconded by Dr. Woodson to Apply for and Accept, if awarded, Family Connects Local Funding. Motion carried; 11 Yeas, 0 Nays.

- Contracts

(Resolution 018-24) A motion was made by Dr. Munk and seconded by Susan Postal to Enter into Agreement with Julian & Grube, Inc to prepare the OCBOA cash-basis financial statements for Fiscal Year ended December 31, 2023. Motion carried; 11 Yeas, 0 Nays.

(Resolution 019-24) A motion was made by Dr. Woodson and seconded by Sonia Flunder-McNair to Enter into Contract with Area Office of Aging to provide community nursing services and health education to seniors. Motion carried; 11 Yeas, 0 Nays.

(Resolution 020-24) A motion was made by Dr. Woodson and seconded by Dr. Munk to Enter into Agreement with Ohio Department of Health to support the communities that have the highest burden of asthma in Ohio. Motion carried; 11 Yeas, 0 Nays.

(Resolution 021-24) A motion was made by Dr. Munk and seconded by Dr. Woodson to Amend the Agreement with the University of Toledo to add additional reports/interviews (Healthy Start FY24 grant). Motion carried; 11 Yeas, 0 Nays.

(Resolution 022-24) A motion was made by Dr. Woodson and seconded by Dr. Munk to Amend the Agreement with Pathways Inc dba Brothers United for additional \$44,662.00 to add Parenting Classes (costs for training staff and curriculum Healthy Start FY24 grant). Motion carried; 11 Yeas, 0 Nays.

(Resolution 023-24) A motion was made by Sonia Flunder-McNair and seconded by Dr. Munk to Approve the 2023 Official Amended Estimated Resources. Motion carried; 11 Yeas, 0 Nays.

(Resolution 024-24) A motion was made by Barbara Sarantou and seconded by David Karmol to Approve the 2024 Official Estimated Resources. Motion carried; 11 Yeas, 0 Nays.

(Resolution 025-24) A motion was made by David Karmol and seconded by Dr. Munk to Approve the Travel Policy. Motion carried; 11 Yeas, 0 Nays.

(Resolution 026-24) A motion was made by Dr. Munk and seconded by David Karmol to Approve the Write-Off of Uncollectable Amounts for dates of services at least 180 days or older, totaling \$2,592.29 for the month of December. Motion carried; 11 Yeas, 0 Nays.

(Resolution 027-24) A motion was made by David Karmol and seconded by Dr. Munk to Approve the transfer of funds as part of the December 31, 2023 year end closing of \$528,423.81 from the General Fund to the Special Revenue Fund - Fees. Motion carried; 11 Yeas, 0 Nays.

(Resolution 028-24) A motion was made by Dr. Munk and seconded by Dr. Woodson to Approve the Audit/Finance Committee Report. Motion carried; 11 Yeas, 0 Nays.

D. Environmental Health Committee – David Karmol

The Environmental Health Committee met on Wednesday, January 17, 2024. The following items require Board of Health action:

(Resolution 029-24) A motion was made by Dr. Munk and seconded by Amr Elaskary to Approve a Septic Variance Request for the replacement septic system for 10334 Monclova Road, Monclova 43542 from the Ohio Administrative Code 3701-29-15(N)(2). Motion carried; 10 Yeas, 0 Nays. *Ted Kaczorowski left the meeting at 11:00 AM.

(Resolution 030-24) A motion was made by Amr Elaskary and seconded by Sonia Flunder-McNair to Approve a Septic Variance Request for 5930 Meade, Sylvania 43560, from Ohio Administrative Code 3701-29-18(C). Motion carried; 9 Yeas, 0 Nays. *Paul Komisarek was not present during motion.

(Resolution 031-24) A motion was made by Dr. Munk and seconded by Dr. Woodson to Approve the Environmental Health Committee Report. Motion carried; 8 Yeas, 0 Nays. *Paul Komisarek & Amr Elaskary were not present during motion.

David Karmol explained the emergency fees previously voted on are an amendment to the food service fees approved last month. It is a new category for low-risk retail food establishments/mobiles and is required by Ohio Department of Agriculture.

E. Strategic Planning Committee – Dr. Donna Woodson
Committee did not meet in January.

F. Bylaws and Governance Committee – Shannon M. Jones

The Bylaws and Governance Committee met on Wednesday, January 17, 2024. The following items require Board of Health action:

Committee member appointees will not be changed in February. If you have an interest to be on a different committee, please contact Dr. Johnathon Ross or Shannon M. Jones.

(Resolution 032-24) A motion was made by Dr. Munk and seconded by Sonia Flunder-McNair to Amend the Bylaws under ARTICLE IV: ROLES AND RESPONSIBILITIES to include *The Board of Health President in concert with the Health Commissioner shall determine the topics to be discussed and set the schedule of delivery.* Motion carried; 10 Yeas, 0 Nays.

(Resolution 033-24) A motion was made by Dr. Munk 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

The Health Services Committee met on Tuesday, January 16, 2024. The following items require Board of Health action:

Tony Maziarz reported there were 186 cases of syphilis in 2023, which is the highest number of cases ever reported in Lucas County. First year that all eight counties in the region covered by Disease Intervention Specialists were effected at the same time.

(Resolution 034-24) A motion was made by Dr. Munk and seconded by Susan Postal to Approve the Health Services Committee Report. Motion carried; 10 Yeas, 0 Nays.

H. Facilities and Fleet Committee – David Karmol

Committee did not meet in January.

David Karmol informed the board he has been trying to communicate with the county and city concerning the state of the Toledo-Lucas County Health Department building. Shannon M. Jones admitted it cost \$31,000 to fix the coils for the heat, we have a quote for \$12,000 to fix the front entrance archway, and utilities are almost half a million dollars per month. Dr. Woodson suggested the Board of Health as a whole to advocate to the county and city that the board cares about the condition of the building. Amr Elaskary recommended notifying the jurisdictions when there is reluctance to make repairs or long-term solutions, because if we have to shut down the building, it will affect the entire community. In agreement with Shannon M. Jones, the board will determine next steps after the feasibility study.

XII. Prior Business

Paul Komisarek thanked everyone for allowing him to be President in 2023 and stated it was an honor. He wished Dr. Johnathon Ross and Barbara Sarantou the best of luck in 2024.

XIII. New Business/Points for Consideration

Shannon M. Jones gave an update on Ashland Manor. She will be attending a taskforce meeting tomorrow on how we can make living conditions habitable. HUD is coming next week and is requesting a sanitarian to walk through every apartment at the manor. Shannon will keep everyone apprised.

XIV. Interim Health Commissioner Comments – Shannon M. Jones

Internal initiatives:

- To increase public health awareness, education, and visibility to our community with a multipronged approach to encompass internal staff, external stakeholders, elected and appointed officials, the public, and the Board of Health.

External engagements:

- There will be a presentation, “Throughout the State of Public Health in Lucas County” to provide highlights on the TLCHD Annual Report and programmatic updates, along with the 2024-2027 Strategic Plan and Objectives.
- Shannon will continue jurisdictional outreach by meeting with officials to make a tailor-made program relevant to their community needs.

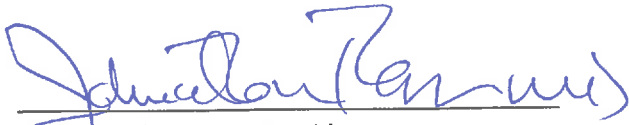
XV. Public Health in the News – Dr. Johnathon Ross

Dr. Johnathon Ross reported:


- There was a spike in COVID cases that has fizzled back down. The most recent vaccination works against latest variant. Pay attention in crowded areas if you are not fully immunized; consider masking if you are vulnerable.
- There is new research about the use of Narcan relating to oxygen levels and dosage amounts.

(Resolution 035-24) A motion was made by Dr. Munk and seconded by Dr. Woodson to adjourn the meeting at 11:58 AM. Motion carried; 10 Yeas, 0 Nays.

Signed By:



Dr. Johnathon Ross, President
Lucas County Regional Board of Health



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

Date: 2/22/2024

Date: 2/22/2024

