

**LUCAS COUNTY REGIONAL HEALTH DISTRICT**  
**Board of Health Meeting**  
**City of Waterville Council Chambers**  
**September 26, 2024**  
**Meeting Minutes**

I. **Call to Order and Roll Call – Johnathon Ross, MD**

Johnathon Ross, MD, President, called the meeting to order at 8:46 a.m. A Roll Call was taken of Board Members for attendance:

*Present:* Cheryl Crowder, Ted Kaczorowski, Dr. Johnathon Ross, David Karmol, Dr. Richard Munk, Dr. Donna Woodson, Sue Postal, Amr Elaskary, Matthew Sapara

*Excused:* Barbara Sarantou

*Absent:* Sonia Flunder-McNair, Paul Komisarek

II. **Introduction of Guests – Karim Baroudi**

Staff and Visitors: Karim Baroudi, Shannon Jones, Dr. Megan Lutz, David Welch, Angie Bauman, Wendy Davis, Heather Burnette, Kevin A. Pituch (LC Prosecutor), Jennifer Gottschalk, Brandon Palinski, Kendra Kec, Tina Stokes, Wayne Wagner (Waterville Council), Mary Duncan (Waterville Council), Jon Gochenour (Waterville Municipal Administrator), Gillian Wilke (AFSCME), Crystal Bonham-Hall (ONA), and Adrienne Briner

III. **Additions/Deletions to Agenda**

- Approve the hiring of two Office Specialists (Clerk II) in the Environmental Health department, Tamika King and Haley Foreman position pay rate \$18.77 per hour. Jen Gottschalk provided a summary of each applicants resume.

**(Resolution 186-24)** A motion was made by Matthew Sapara and seconded by Dr. Munk to hire two Clerks, Haley Foreman, and Tamika King at a pay rate of \$18.77 per hour. Motion carried; 9 Yeas, 0 Nays.

A change to the order of the agenda to move up the Violence Reduction Ad Hoc Committee Report to be discussed at the top of the committee reports, Matthew Sapara the Chair of the Violence Reduction Ad Hoc Committee will be leaving at 11:00 a.m.

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

**(Resolution 185-24)** A motion was made by Dr. Woodson and seconded by Dr. Munk to Approve the Minutes of the August 22, 2024, Regular Board of Health Meeting as presented. Motion carried; 9 Yeas, 0 Nays.

## V. Continuing Education – Crystal Bonham-Hall, RN

Crystal presented a PowerPoint presentation regarding the Mission of Childhood Fatality Review from the Ohio Department of Health. The goal of the mission is to reduce the incidents of child deaths. This can be done by promoting cooperation, collaboration, and communication among all the groups that serve families and children. Maintaining a database of all child deaths to develop understanding of the causes and incidents, recommending, and developing and plans for implementing local services and program changes, advising ODH of data, trends, and patterns that are found in child deaths. It's the community's responsibility to review these deaths and help identify children at risk. Ohio Revised Code says there must be a CFR in every county. The purpose is to note trends, racial inequities, types of deaths, risk factors, recognizing the social, economic, environmental, medical safety factors, identify gaps in service, barriers, and system issues. We want to explore efforts to support young mothers to decrease prenatal deaths including exploring city programs to decrease gun violence, educate parents and grandparents on how to minimize infant sleep risk factors, increase efforts to reduce non-accidental trauma, and decrease deaths through maternal drug use. There are currently programs at the Health Department including greater access to doula support, peer support groups for young mothers, The Health Department is currently working on a safe sleep poster as well as looking into social media campaigns on safe sleep and education on gun violence.

## VI. Legal Update – Kevin Pituch

Legal update provided during executive session.

## VII. Executive Session

**(Resolution 187-24)** A Motion was made by Dr. Munk and seconded by Dr. Woodson to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing at 9:26 a.m.. Roll call vote taken. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 188-24)** A motion was made by Matthew Sapara and seconded by Dr. Munk to return to Regular Session of the Board of Health Meeting at 10:04 a.m. Roll call vote taken. Motion carried; 9 Yeas, 0 Nays.

No action was taken during Executive Session.

## VIII. Medical Director's Report – Megan Lutz, MD

Reviewing the Ohio Department of Health's Tuberculosis program, our Health Department has been proactive in making sure we are doing the right things. Over the last few years, we have been communicating with the Infectious Disease Department. Karim stated that Dr. Lutz has been with the Health Department as an interim Medical Director for a year, however, we are going to start the search for a permanent medical director. One topic that will remain at the forefront is Syphilis. Karim is asking that Dr. Lutz stay at the Health Department until we find the right candidate to take her place. Dr. Ross thanked Dr. Lutz for her time at the Health Department and requested an exit interview to include Wendy Davis, Human Resource Director as well.

## IX. Committee Reports

### A. Violence Reduction Ad Hoc Committee – Matthew Sapara

The Violence Reduction Ad Hoc Committee met on Wednesday, September 4, 2024, Friday, September 13, 2024, and Monday, September 23, 2024.

The Violence Reduction Ad Hoc Committee met three times during the month of September. The committee crafted a position statement on gun violence. There are several existing programs, and we want to bolster and advance those programs even more. It's important to recognize the decrease in gun violence over the last year. The Health Department's goal is not only to focus on decreasing gun violence, but violence in general.

### B. Succession Planning – Dr. Richard Munk

Committee did not meet in August.

### C. Personnel Committee – Barbara Sarantou

The Personnel Committee met on Tuesday, September 17, 2024. The following items require Board of Health action:

**(Resolution 189-24)** A motion was made by Dr. Munk and seconded by Dr. Woodson to approve the hiring of Rahjeeni Warren, MCH Community Health Worker, full-time, classified position pay rate \$20.00 per hour, Kimberly Jones, MCH Community Health Worker, full-time, classified position, pay rate \$20.00 per hour and Michele Webb, MCH Community Health Worker, (alternate) full-time, classified position, pay rate \$20.00 per hour. Motion carried; 9 Yeas, 0 Nays.

We are looking to hire a Receptionist (Clerk 1) that will be seated in the main lobby. This person will help with directing incoming public to the correct department and prevent anyone from wandering the building.

**(Resolution 190-24)** A motion was made by Dr. Munk and seconded by Dr. Woodson to approve the Receptionist (Clerk 1) position. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 191-24)** A motion was made by Dr. Munk and seconded by Matthew Sapara to approve the updated position description for the Medical Director. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 192-24)** A motion was made by Dr. Munk and seconded by Matthew Sapara to Approve the Personnel Committee report. Motion carried; 9 Yeas, 0 Nays.

#### D. Audit and Finance Committee – Ted Kaczorowski

The Audit and Finance Committee met on Tuesday, September 17, 2024. The following items require Board of Health action:

**(Resolution 193-24)** A motion was made by Matthew Sapara and seconded by Dr. Munk to Approve the payment of August 2024 vouchers. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 194-24)** A motion was made by Matthew Sapara and seconded by Susan Postal to Approve the charges in Revenue Estimates and Expense Appropriations of \$670,389.00 for August 2024. Motion carried; 9 Yeas, 0 Nays.

o Grants

- \$200,000.00, from the Ohio Department of Mental Health & Addiction Services
- **\$641,643 from the Ohio Dept of Health for STI Prevention**
- **\$31,000 from the Ohio Dept of Health for Integrated Harm Reduction.**
- **\$150,0000 from the Ohio Environmental Protection Agency for Household Sewage Treatment Repair/Replacement.**

**(Resolution 196-24)** A motion was made by Matthew Sapara and seconded by Dr. Munk to Apply for, and Accept all Grants listed in the August 2024 Audit and Finance Committee Report. Motion carried; 9 Yeas, 0 Nays.

o Contracts, Agreements, and/or MOU's (add in the \$ associated with each)

- Enter into an agreement with Neighborhood Health Association for \$30,000.00 to provide doula services to clients and training for additional doulas
- Enter into an agreement with the Correctional Treatment Facility to provide education, testing, and reproductive health services
- Enter into an Agreement with the University of Toledo Medical Center for \$37,000.00 to provide HIV testing, outreach services and marketing for HIV prevention
- Enter into an Agreement with Ohio EPA for \$150,000.00 to pay septic contractors to replace/replace household sewage treatment systems
- Enter into an Agreement with Nationwide Children's Hospital to allow for the sharing of asthma data disaggregated by zip code

- Enter into an Agreement with The Frederick Douglass Center for \$16,250.00, infant mortality pregnancy prevention subcontract
- Enter into an Agreement with The Franciscan Center for \$1,000.00, Childhood Wellness Symposium room rental costs

**(Resolution 197-24)** A motion was made by Dr. Munk and seconded by Susan Postal to enter into all Contracts, Agreements, and/or MOUs listed above in August 2024 Audit Finance committee report. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 198-24)** A motion was made by David Karmol and seconded by Paul Komisarek to Approve the Write-Off of Uncollectable Amounts for dates of services at least 180 days or older. The total amount is \$95.00 for the month of August. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 199-24)** A motion was made by Dr. Munk and seconded by Susan Postal to Approve the Audit and Finance Committee Report. Motion carried; 9 Yeas, 0 Nays.

#### E. Environmental Health Committee – David Karmol

The Environmental Health Committee met on Wednesday, September 18, 2024. The following items require Board of Health action:

**(Resolution 200-24)** A motion was made by Dr. Munk and seconded by David Karmol to Approve the *Third Reading* of the proposed 2024 Rodent Demolition Abatement Fees of \$150.00 per private inspection. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 201-24)** A motion was made by Dr. Munk and seconded by Susan Postal to Approve the Septic System Variance for 1922 Sherborn, Holland, OH 43528. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 202-24)** A motion was made by Susan Postal and seconded by Dr. Woodson to Approve the Septic System Variance for 4012 LaPlante, Monclova, OH 43542. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 203-24)** A motion was made by Susan Postal and seconded by David Karmol to Approve the Septic System Variance for 5117 Estes, Sylvania, OH 43560. Motion carried; 9 Yeas, 0 Nays.

The below resolution will reflect the new code.

**(Resolution 204-24)** A motion was made by Susan Postal and seconded by Amr Elaskary to Approve the Authorization of the Health Commissioner and Environmental Health specialist to tag and remove items that present a public health hazard and to embargo expired, adulterated, or misbranded food. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 205-24)** A motion was made by Susan Postal and seconded by Dr. Munk to Approve the *First Reading* of the proposed 2025 Environmental Health fees for food

safety, body art, RV/campgrounds, and swimming pool programs. Motion carried; 9 Yeas, 0 Nays.

**(Resolution 206-24)** A motion was made by Dr. Munk and seconded by Dr. Woodson to Approve the Environmental Health Committee report. Motion carried; 9 Yeas, 0 Nays.

#### F. Strategic Planning Committee – Dr. Donna Woodson

The Strategic Planning Committee met on Tuesday, September 17, 2024. The following items require Board of Health action:

The combined committee met at the same time to go over the workplan to finalize the action steps. The strategic priorities that will be in this plan include chronic diseases, complete family well-being, healthy homes and spaces, nutrition, and TLCHD physical infrastructure.

**(Resolution 207-24)** A motion was made by Dr. Munk and seconded by Susan Postal to Approve the Strategic Planning Committee Report. Motion carried; 9 Yeas, 0 Nays.

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

Committee did not meet in July.

#### H. Health Services Committee – Cheryl Crowder

The Health Services Committee met on Tuesday, September 17, 2024.

COVID vaccines have been ordered and are waiting to be received. There is a new flyer for the Reproductive Health and Wellness Center. Upcoming events include: the Child Wellness Symposium on October 22 and an Infant Safe Sleep Shower on October 3 at Toledo Hospital. There was a three-site testing kit that was demonstrated by Shannon to the committee and the syphilis STI billboards have received national attention.

**(Resolution 208-24)** A motion was made by Dr. Munk and seconded by Dr. Woodson to Approve the Health Services Committee Report. Motion carried; 9 Yeas, 0 Nays.

#### I. Facilities and Fleet Committee – Paul Komisarek

Committee did not meet in August

#### X. Prior Business

#### XI. New Business/Points for Consideration

## XII. Health Commissioner Comments – Karim Baroudi

Commissioner Baroudi updated the Board on his outreach efforts to the various jurisdiction we serve across the County. In September, Mr. Baroudi met with the Hospital Council of northwest Ohio (HCNO) Board of Directors in his efforts to better collaborate with health systems serving our population. Discussions focused on the post pandemic reset, addressing social determinants throughout the Public Health System, and ways to overcome our silos to communicate better needs and access to care.

Commissioner Baroudi also mentioned to the Board that he is looking forward to a robust discussion with Police Chiefs from across the region part of their Metro Toledo Criminal Justice Administrators' (MTCJA) meeting on Friday 9/27/2024.

## XIII. Public Health in the News

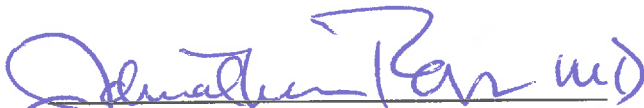
The FDA has decided on the new COVID booster for the fall.


## XIV. Next Meetings

October 24, 2024 (Sylvania Township)  
November 21, 2024 (Monclova Township)  
December 19, 2024 (TBD)

**(Resolution 209-24)** A motion was made by Dr. Woodson and seconded by Dr. Munk to adjourn the meeting at 11:30 a.m. Motion carried; 9 Yeas, 0 Nays.

Signed By:

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

  
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Karim Baroudi, MPH, REHS  
Secretary to the Board of Health

Date: 10/24/2024

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