

**LUCAS COUNTY REGIONAL HEALTH DISTRICT**  
**Board of Health Meeting**  
**Jerusalem Township Hall**  
**December 19, 2024**  
**Meeting Minutes**

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

Dr. Johnathon Ross, President, called the meeting to order at 8:52 a.m. A Roll Call was taken of Board Members for attendance:

*Present:* Ted Kaczorowski, David Karmol, Dr. Richard Munk, Dr. Donna Woodson, Sue Postal, Amr Elaskary, Barbara Sarantou, Sonia Flunder-McNair, and Dr. Johnathon Ross.

*Excused:* Cheryl Crowder and Matthew Sapara

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

Staff and Visitors: Karim Baroudi, Shannon Jones, Scott Francis, Dr. Megan Lutz, David Welch, Angie Bauman, Wendy Davis, Heather Burnette, Kevin A. Pituch (LC Prosecutor), Brandon Palinski, Kendra Kec, Tina Stokes, Michael Judin, Robyn Torof, MD, Jessica Steinman, and Adrienne Briner.

III. **Additions/Deletions to Agenda**

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

**(Resolution 249-24)** A motion was made by Dr. Munk and seconded by David Karmol to Approve the Minutes of the November 21, 2024, Regular Board of Health Meeting as presented. Motion carried; 9 Yeas, 0 Nays.

V. **Legal Update – Kevin Pituch**

Legal update provided during executive session.

VI. **Executive Session – Kevin Pituch**

**(Resolution 250-24)** A motion was made by Dr. Munk and seconded by David Karmol to enter into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public health employee or official, or the investigation of charges or complaints against a public health employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing at 8:55 a.m.. Roll call vote taken. Motion carried; 9 Yeas, 0 Nays.

Paul Komisarek arrived at 8:56 a.m.

No action was taken during executive session.

**(Resolution 251-24)** A motion was made by Dr. Woodson and seconded by Dr. Munk to return to Regular Session of the Board of Health Meeting at 9:30 a.m. Roll call vote taken. Motion carried; 10 Yeas, 0 Nays.

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

The Title X protocols have been reviewed and updated. Lab processes are being reviewed and updated as well. Dr. Lutz met with Mercy OB/GYN staff to discuss the congenital syphilis program, and they prefer having a single point of contact to relay information to their departments.

## VIII. Committee Reports

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

Committee did not meet in December.

### B. Personnel Committee – Barbara Sarantou

The Personnel Committee met on Tuesday, December 10, 2024. The following items require Board of Health action:

- Approve the hiring of Latasia Lane: Medical Assistant, full-time, classified position, AFSCME Unit, pay rate \$17.22 per hour.

**(Resolution 252-24)** A motion was made by Dr. Munk and seconded by Sonia Flunder-McNair to hire Latasia Lane: Medical Assistant, full-time, classified position, AFSCME Bargaining Unit, pay rate \$17.22 per hour. Motion carried; 10 Yeas, 0 Nays.

- Approve the hiring of Ashlie Agsten: Medical Assistant, full-time, classified position, AFSCME Unit, pay rate \$17.22 per hour.

**(Resolution 253-24)** A motion was made by Dr. Munk and seconded by Sonia Flunder-McNair to hire Ashlie Agsten, Medical Assistant, full-time, classified position, AFSCME Bargaining Unit, pay rate \$17.22 per hour. Motion carried; 10 Yeas, 0 Nays.

Personnel is actively recruiting for a Medical Director and Registered Dietician for WIC.

**(Resolution 254-24)** A motion was made by David Karmol and seconded by Dr. Munk to Approve the Personnel Committee Report. Motion carried; 10 Yeas, 0 Nays.

### C. Environmental Health Committee – David Karmol

Committee did not meet in December.

### D. Audit and Finance Committee – Amr Elaskary

The Audit and Finance Committee met on Tuesday, December 10, 2024. The following items require Board of Health action:

**(Resolution 255-24)** A motion was made by Susan Postal and seconded by Sonia Flunder-McNair to Approve the payment of November 2024 vouchers. Motion carried; 10 Yeas, 0 Nays.

**(Resolution 256-24)** A motion was made by Dr. Munk and seconded by Barbara Sarantou to Approve the charges in Revenue Estimates and Expense Appropriations of \$208,200.00 for November 2024. Motion carried; 10 Yeas, 0 Nays.

o Grants

- \$54,470.00 continuation grant for STI Prevention, once month extension and additional funding.

**(Resolution 257-24)** A motion was made by Susan Postal and seconded by Dr. Woodson to Apply for, and Accept all Grants listed in the December 2024 Audit and Finance Committee Report. Motion carried; 10 Yeas, 0 Nays.

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

- Enter into an Agreement with Accurint for the Government for \$4,320.00 for 3 users for the Lexis Nexis People Finding software
- Enter into an Agreement with DocuSign for \$4,600.00 for software services for Healthy Start
- Enter into an Agreement with Rocket Sports Properties, LLC for \$10,000.00 to provide Traffic Safety awareness opportunities at UT Basketball games
- Enter into an Agreement with Toledo Arena Sports, Inc. dba Toledo Walleye Hockey Club for \$8,000.00 to provide Traffic Safety awareness opportunities at Toledo Walleye Hockey games
- Enter into an Agreement with Thread Marketing Group for \$15,000.00 to provide marketing services for strategic priorities
- Enter into an Agreement with Harbor to accept a vending machine on our behalf to distribute naloxone to clients of their agency
- Enter into Amend the Agreement with Zepf Center to accept a vending machine on our behalf to distribute naloxone to clients of their agency
- Enter into an Agreement with the University of Toledo Medical Center to accept a vending machine on our behalf to distribute naloxone to clients of their agency
- Enter into an Agreement with Toledo Treatment Services to accept a vending machine on our behalf to distribute naloxone to clients of their agency
- Enter into an Agreement with Team Recovery to accept a vending machine on our behalf to distribute naloxone to clients of their agency
- Enter into an Agreement with Talbot Health Services to accept a vending machine on our behalf to distribute naloxone to clients of their agency
- Enter into an Agreement with Toledo-Lucas County Public Library to accept a vending machine on our behalf to distribute naloxone to clients of their agency

- Enter into an Agreement with JayClay Community Market for \$19,000.00, with reimbursement of \$6,500.00 to the store for purchases of healthy food and \$12,500.00 for equipment, supplies, and marketing purchased by TLCHD
- Enter into an Agreement with Gold Star Market for \$19,000.00, with reimbursement of \$6,500.00 to the store for purchases of healthy food and \$12,500.00 for equipment, supplies, and marketing purchased by TLCHD
- Enter into an Agreement with Phoenix Earth Food Cooperation for \$19,000.00, with reimbursement of \$6,500.00 to the store for purchases of healthy food and \$12,500.00 for equipment, supplies, and marketing purchased by TLCHD
- Enter into an Agreement with Red and White for \$19,000.00, with reimbursement of \$6,500.00 to the store for purchases of healthy food and \$12,500.00 for equipment, supplies, and marketing purchased by TLCHD
- Enter into an Agreement with Reynolds Carryout for \$19,000.00, with reimbursement of \$6,500.00 to the store for purchases of healthy food and \$12,500.00 for equipment, supplies, and marketing purchased by TLCHD
- Enter into an Agreement with Yarlú African Market for \$19,000.00, with reimbursement of \$6,500.00 to the store for purchases of healthy food and \$12,500.00 for equipment, supplies, and marketing purchased by TLCHD
- Enter into an Agreement with Wood County Health District to provide \$17,312.00 for support and improving local emergency response capabilities, reduce vulnerabilities, and build community preparedness/resilience through the use of medical and non-medical volunteers for community outreach and training
- Enter into an Agreement with Humana Healthy Horizons to provide \$2,500.00 for CLAS based committee to ensure documents and other communication that goes out to residents in Lucas County is culturally competent
- Enter into an Agreement with Wood County Health District to provide \$121,600.00 for infection prevention and control practices among healthcare staff in long-term care/residential care/assisted living facilities in our jurisdiction
- Enter into an Agreement with Ohio Bureau of Criminal Investigation to set forth the terms and conditions under which criminal history background checks shall be conducted
- Enter into an Agreement with JER HR Group for up to \$20,775.00, to conduct a comprehensive study for non-bargaining unit employees

**(Resolution 258-24)** A motion was made by Susan Postal and seconded by Dr. Munk to enter into all Contracts, Agreements, and/or MOUs listed above in December 2024 Audit Finance committee report. Roll Call vote taken. Motion carried; 7 Yeas, 0 Nays. Sonia Flunder-McNair, Dr. Ross and Amr Elaskary abstained.

**(Resolution 259-24)** A motion was made by David Karmol and seconded by Sonia Flunder-McNair to Approve the Write-Off of Uncollectable Amounts for dates of services at least 180 days or older. The total amount is \$2,370.03 for the month of November. Motion carried; 10 Yeas, 0 Nays.

**(Resolution 260-24)** A motion was made by David Karmol and seconded by Dr. Munk to Request and Advance from the Lucas County Auditor of taxes assessed and collected for and on behalf of the Regional Health District in the amount of \$990,403.37 in January 2025 and \$990,403.37 in July 2025. Roll Call vote taken. Motion carried; 10 Yeas, 0 Nays.

**Resolution 261-24)** A motion was made by Susan Postal and seconded by Sonia Flunder-McNair to approve the Authorized Users of the Signature Credit Card. Roll Call vote taken. Motion carried; 10 Yeas, 0 Nays.

**(Resolution 262-24)** A motion was made by Susan Postal and seconded by Sonia Flunder-McNair to Approve the proposed 2025 credit card transaction processing fee of \$2.00 – *First Reading*. Roll Call vote taken. Motion carried; 10 Yeas, 0 Nays.

**(Resolution 263-24)** A motion was made by Susan Postal and seconded by Sonia Flunder-McNair to Approve the proposed 2025 credit card transaction processing fee of \$2.00 Emergency Measure. Roll Call vote taken. Motion carried; 10 Yeas, 0 Nays.

**(Resolution 264-24)** A motion was made by Susan Postal and seconded by Sonia Flunder-McNair to Approve the Audit and Finance Committee Report. Motion carried; 10 Yeas, 0 Nays.

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

**(Resolution 265-24)** A motion was made by Sonia Flunder-McNair and seconded by Paul Komisarek to Adopt the Strategic Plan with amendments. Motion carried; 10 Yeas, 0 Nays.

**F. Bylaws and Governance Committee – David Karmol**  
Committee did not meet in December.

**G. Health Services Committee – Cheryl Crowder**  
Committee did not meet in December.

**H. Facilities and Fleet Committee – Paul Komisarek**  
The Facilities and Fleet Committee met on Wednesday, December 11, 2024.

A new janitorial company, City Wide, started last month. They offer daytime and nighttime staff to work in the building. There are currently two leased vehicles for the rodent program. One of the leases is up now and the second lease is up in January. A new lease has been approved for a Bronco and another Bronco will be added in January. There is progress being made on the potential for a new building. There has been one

walk through of our current building with the City of Toledo, several Toledo City council members and a few BOH members as well.

**(Resolution 266-24)** A motion was made by Dr. Woodson and seconded by Dr. Munk to approve the Facilities and Fleet Committee report. Motion carried; 10 Yeas, 0 Nays.

#### I. Violence Reduction Committee – Matthew Sapara

Committee did not meet in December.

#### J. Legislative Committee – Dr. Johnathon Ross

Legislative Committee met on Wednesday, December 11, 2024.

The state of Ohio spends \$0.36 per capita annually on public health. Legislative leaders are working with the Ohio Department of Health to increase funding. Karim mentioned a budget proposal advocating for better public health funding, which will be reviewed in February. The Board of Health may be asked to testify in support of the budget increase. During a recent lame-duck session, Representative Stephens proposed amendments to abolish the District Advisory Council (DAC) and shift Board of Health appointments to county commissioners, which the department opposes.

**(Resolution 267-24)** A motion was made by Paul Komisarek and seconded by Dr. Woodson to approve the Legislative Committee report. Motion carried; 10 Yeas, 0 Nays.

### IX. Prior Business

#### I-475 Expansion Public Health Implications – Dr. Robyn Torof

Dr. Torof's presentation on the I-475 Expansion highlighted significant public health concerns. At a joint meeting on November 18, 2024, ODOT planners revealed the expansion's main purpose: to transform I-475 into a logistics route for the Hogue Bridge, linking Canada to Detroit.

The I-475 Coalition was created in 2020 to push back on the expansion at that time. The coalition has data if the board needs to see further information.

### X. New Business/Points for Consideration

Karim thanked the Board of Health members and staff for making the last seven months great. We want to keep the momentum going in 2025, as it looks to be a great year for the Health Department.

### XI. Health Commissioner Comments – Karim Baroudi

We are looking where we want to hold the next board meeting and what time. The Mott Library Branch doesn't open until 9:00 a.m. An evening meeting was suggested to the board.

There was a consensus among board members to keep the monthly meetings in the morning. There can be discussions about possibly holding evening meetings on a quarterly basis.

## XII. Public Health in the News


Dr. Ross shared that Johns Hopkins published a 2024 year-end report summarizing public health developments, which will be sent to Karim to distribute to board members and staff. Dr. Ross also noted the resurgence of measles and pertussis, urging vaccinations for these diseases, as well as flu and COVID. Dr. Munk reported a reemergence of polio in New York State.

## XIII. Next Meetings

January 23, 2025 (TBD)  
February 27, 2025 (TBD)  
March 28, 2025 (TBD)

**(Resolution 268-24)** A motion was made by Paul Komisarek and seconded by David Karmol to adjourn the meeting at 10:57 a.m. Motion carried; 10 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: 1/23/2025

Date: 01/23/2025

