

LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Monclova Township Administration Offices
November 21, 2024
Meeting Minutes

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

Barbara Sarantou, Vice President, called the meeting to order at 8:53 a.m. A Roll Call was taken of Board Members for attendance:

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

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, Trudy Yoder-Vicary (Monclova Township Trustee), Robyn Torof M.D., Gillian Wilke (AFSCME), Crystal Bonham-Hall (ONA), Jessica Steinman, and Adrienne Briner.

III. **Additions/Deletions to Agenda**

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

(Resolution 227-24) A motion was made by Dr. Woodson and seconded by Dr. Munk to Approve the Minutes of the October 24, 2024, Regular Board of Health Meeting as presented. Motion carried; 11 Yeas, 0 Nays.

Correction to replace Paul Komisarek with Amr Elaskary under Audit/Finance section.

A. **Environmental Health Committee – David Karmol**

The Environmental Health Committee met on Wednesday, November 13, 2024. The following items require Board of Health action:

(Resolution 228-24) A motion was made by Dr. Munk and seconded by David Karmol to Approve the *Third Reading* of the proposed 2025 Environmental Health Fees for Food Safety, Body Art, RV/Campgrounds and Swimming Pool programs. Motion carried; 11 Yeas, 0 Nays.

(Resolution 229-24) A motion was made by Dr. Munk and seconded by Susan Postal to Approve the Septic System Variance for the residential lot, 4625 S. Berkey, Swanton, OH 43558 (Swanton Township). Motion carried; 11 Yeas, 0 Nays.

Dr. Ross arrived at 9:00 a.m.

(Resolution 230-24) A motion was made by Susan Postal and seconded by Dr. Woodson to open the Public Hearing on the proposed fees for 2025. Motion carried; 12 Yeas, 0 Nays.

(Resolution 231-24) A motion was made by Susan Postal and seconded by David Karmol to close the Public Hearing on the proposed fees for 2025. Motion carried; 12 Yeas, 0 Nays.

(Resolution 232-24) A motion was made by Susan Postal and seconded by Amr Elaskary to Adopt the proposed 2025 Environmental Health fees for Food Safety, Body Art, RV/Campgrounds, and Swimming Pool programs. Motion carried; 12 Yeas, 0 Nays.

(Resolution 233-24) A motion was made by Dr. Munk and seconded by Dr. Woodson to Approve the Environmental Health Committee report. Motion carried; 12 Yeas, 0 Nays.

The Executive Session will be moved to the end of the meeting.

V. Legal Update – Kevin Pituch

There are no new lawsuits or claims against the board this month.

The City of Toledo's lead paint ordinance has been challenged and is now at the Ohio Supreme Court level. The plaintiffs have requested the court review the decisions that permit enforcement of the ordinance. A decision on whether the court will accept the case is expected next year. If accepted, the city will proceed with enforcing the lead paint ordinance.

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

The Congenital Syphilis Program is progressing well, focusing on getting pregnant women tested for syphilis by encouraging them to see a doctor during pregnancy. Efforts are being made to expand the program by reaching out to ProMedica and other health systems, specifically OB/GYN departments. Karim recently met with the Hospital Council to discuss this initiative. The plan includes ensuring the syphilis treatment documentation is properly included in the patient's medical chart. Additionally, updates are being made to Title X and the associated policies to ensure proper documentation and implementation of the program.

VII. Committee Reports

A. Succession Planning – Dr. Richard Munk

Committee did not meet in November.

B. Personnel Committee – Barbara Sarantou

The Personnel Committee met on Tuesday, November 12, 2024. The following items require Board of Health action:

Four new hires for October including Rahjeeni Warren, Kimberly Jones, Michele Webb, and Tamika King. There were two separations in October, Marlon Barbour, and Suzanne Hockman.

- Approve the hiring of Jennifer Trapp-Burch, Office Specialist (Clerk II), full-time, classified position, AFSCME Bargaining Unit, pay rate \$18.77 per hour

(Resolution 234-24) A motion was made by Matthew Sapara and seconded by Dr. Munk to hire Jennifer Trapp-Burch, Office Specialist (Clerk II), full-time, classified position, AFSCME Bargaining Unit, pay rate \$18.77 per hour. Motion carried; 12 Yeas, 0 Nays.

- Approve the hiring of Carla Freelove, Office Specialist (Clerk II), full-time, classified position, AFSCME Bargaining Unit, pay rate \$18.77 per hour

(Resolution 235-24) A motion was made by Matthew Sapara and seconded by Dr. Munk to hire Carla Freelove, Office Specialist (Clerk II), full-time, classified position, AFSCME Bargaining Unit, pay rate \$18.77 per hour (Alternative). Motion carried; 12 Yeas, 0 Nays.

- Approve the hiring of Dana Rodriguez, Registration Specialist (Clerk II), full-time, AFSCME Bargaining Unit, pay rate \$18.77 per hour

This will be discussed during Executive Session, as the board did not receive the information until today.

Sonia Flunder-McNair objected to moving to Executive Session to hire Dana Rodriguez as she feels they are fully qualified.

Dr. Ross reiterated that it will be discussed in Executive Session, where Wendy and Karim will join Executive Session to discuss further.

Sonia Flunder-McNair withdrew her objection.

C. Audit and Finance Committee – Amr Elaskary

The Audit and Finance Committee met on Tuesday, November 12, 2024. The following items require Board of Health action:

(Resolution 236-24) A motion was made by Matthew Sapara and seconded by Dr. Munk to Approve the payment of November 2024 vouchers. Motion carried; 12 Yeas, 0 Nays.

(Resolution 237-24) A motion was made by Matthew Sapara and seconded by Susan Postal to Approve the charges in Revenue Estimates and Expense Appropriations of \$740,775.00 for November 2024. Motion carried; 12 Yeas, 0 Nays.

- Grants
 - \$30,000.00 continuation grant for Reproductive Health and Wellness Program

(Resolution 238-24) A motion was made by Matthew Sapara and seconded by Dr. Munk to Apply for, and Accept all Grants listed in the November 2024 Audit and Finance Committee Report. Motion carried; 12 Yeas, 0 Nays.

- Contracts, Agreements, and/or MOU's (add in the \$ associated with each)
 - Enter into an Agreement with Buckeye Broadband for \$1,137.24 for phone services at East Toledo WIC clinic site
 - Enter into a Memorandum of Understanding with Hospital Council of Northwest Ohio to utilize the standardized Pathways Community HUB Model to address health disparities through community-based care coordination
 - Enter into a Contract with Crawford County Public Health for \$60,000.00 to hire and oversee a linkage navigator, provide data and outcomes to TLCHD
 - Enter into a Contract with Henry County Health Department for \$60,000.00 to hire and oversee a linkage navigator, provide data and outcomes to TLCHD
 - Enter into a Contract with Seneca County General Health District for \$94,868.02 to hire and oversee a linkage navigator, implement 6 vending machines in their community, an awareness campaign and prescription drug lock box distribution and provide data and outcomes to TLCHD
 - Enter into an Agreement with United Way of Greater Toledo for Certification Licensure, Collective Impact Cabinet Membership, and Performance Accountability
 - Enter into Amend the Agreement with Telesystem for \$1,040.96 to upgrade from analog phone lines to voice over IP for additional functionality for the phones at East Toledo WIC clinic. Original Agreement with Buckeye Broadband
 - Enter into Amend the Agreement with Ohio Department of Children and Youth for \$113,250.00, originally grant awarded and new format is a contract

(Resolution 239-24) A motion was made by Dr. Munk and seconded by Susan Postal to enter into all Contracts, Agreements, and/or MOUs listed above in November 2024 Audit Finance committee report. Motion carried; 9 Yeas, 0 Nays.

(Resolution 240-24) 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 \$7,995.33 for the month of November. Motion carried; 9 Yeas, 0 Nays.

(Resolution 241-24) 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.

[D. Strategic Planning Committee – Dr. Donna Woodson](#)

The Strategic Planning Committee met on Tuesday, November 12, 2024. The following items require Board of Health action:

The combined committee met at the same time to go over the work plan 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. This is a draft and an ongoing document that can be changed that will be ready to discuss at the December meeting.

Brandon noted that the plan has been in development for a long time. The workplan is still being finalized and will be shared with staff and the subcommittee for input today. Board members are encouraged to provide any feedback or ask questions before the December meeting.

(Resolution 242-24) A motion was made by Dr. Munk and seconded by Susan Postal to Approve the Strategic Planning Committee Report. Motion carried; 12 Yeas, 0 Nays.

E. [Bylaws and Governance Committee – David Karmol](#)
Committee did not meet in November.

F. [Health Services Committee – Cheryl Crowder](#)
The Health Services Committee met on Tuesday, November 12, 2024.

The proposed approach aims to improve communication of information to individuals who need services, with an emphasis on collaborative data gathering. Angie is looking for support in gathering data and relevant information to facilitate this process. A new advancement in care is the RSV vaccine, which is being increasingly sought after by pregnant women to prevent RSV in newborns. This vaccine, along with flu and COVID vaccines, are vital for prevention, especially in hospital settings where these illnesses pose significant risks. The goal is to ensure that pregnant women have access to this important information and the ability to receive the vaccine as part of their prenatal care.

Talking about healthy food, we will partner with a number of corner stores to provide healthy foods in neighborhoods that can benefit to reduce the number of food deserts.

These partnership agreements will be presented to the board at the December meeting.

Dr. Ross stated that he has a conflict of interest.

Karim stated that he met with Councilman Hanson from Sylvania City Council to look at the top causes of death.

Healthy Start is coming out with a webinar that will include new issues that need attention. We are drafting requirements for children's health and wellness supervisors.

Kendra stated that in 2025 there are plans to expand WIC. There are clinics at capacity. Whether it's looking at the individual sites or ask for segregated data from the state by census tract among the population to make sure there is equity. WIC reduces infant and fetal mortality rates.

(Resolution 243-24) A motion was made by Dr. Munk and seconded by Dr. Woodson to Approve the Health Services Committee Report. Motion carried; 12 Yeas, 0 Nays.

G. Facilities and Fleet Committee – Paul Komisarek

Committee did not meet in November. Paul stated that the committee will be meeting in December.

H. Violence Reduction Committee – Matthew Sapara

Committee did not meet in November. Karim shared an article on violence in healthcare settings that Dr. Woodson submitted to be shared with the board.

VIII. Prior Business

Karim reported the BOH's legislative committee will be reactivated in December. Dr. Ross appointed Dr. Munk to join the legislative committee in addition to David Karmol and Paul Komisarek.

IX. New Business/Points for Consideration

The I-475 expansion and its impact on the environment and any public health implications. This will be further discussed at the December meeting.

Shannon reported that the Health Department will be holding a holiday party on December 17, from 3:00 p.m. to 6:30 p.m. at the Local UAW on Ashland Avenue. Food and drinks will be provided, and the goal is to have all staff attend as long as they are not on vacation. The Health Department will be closing at 2:30 p.m.

Karim stated that the funds will not come from the Health Department, but instead come from the Directors and a contribution by staff members.

The board stated that they would like to contribute to the holiday party.

X. Health Commissioner Comments – Karim Baroudi

Commissioner Baroudi thanked staff for their reports to the Board, and Board members for their guidance and support through their engagements on the various committees governing our health district. He proceeded to explain how busy our staff are on so many levels in wrapping up another successful year. On behalf of all staff, Commissioner Baroudi wished the Board, our guests from the public in attendance, a healthy Thanksgiving Holiday.

XI. Public Health in the News

With the new administration and appointments set to transpire in January, we are unsure of how public health funding may be affected in the future.

XII. Executive Session

(Resolution 244-24) A Motion was made by Dr. Munk and seconded by Susan Postal 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 10:08 a.m.. Roll call vote taken. Motion carried; 12 Yeas, 0 Nays.

No action was taken during executive session.

(Resolution 245-24) A motion was made by Dr. Munk and seconded by Matthew Sapara to return to Regular Session of the Board of Health Meeting at 10:40 a.m. Roll call vote taken. Motion carried; 12 Yeas, 0 Nays.

Approve the hiring of Dana Rodriguez, Registration Specialist (Clerk II), full-time, AFSCME Bargaining Unit, pay rate \$18.77 per hour

(Resolution 246-24) A motion was made by Matthew Sapara and seconded by Dr. Munk to hire Dana Rodriguez, Registration Specialist (Clerk II), full-time, AFSCME Bargaining Unit, pay rate \$18.77 per hour. Motion carried; 12 Yeas, 0 Nays.

(Resolution 247-24) A motion was made by Matthew Sapara and seconded by Paul Komisarek to Approve the Personnel Committee report. Motion carried; 12 Yeas, 0 Nays.

XIII. Next Meetings

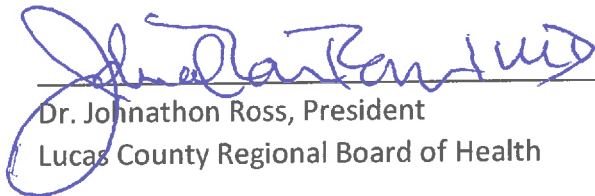
December 19, 2024 (City of Maumee)

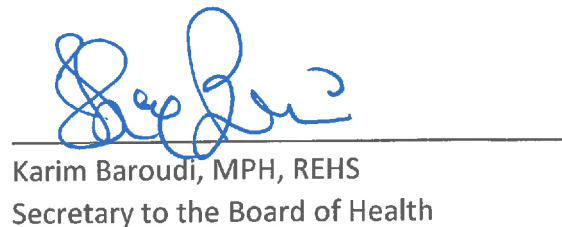
January 23, 2025 (TBD)

February 27, 2025 (TBD)

(Resolution 248-24) A motion was made by Paul Komisarek and seconded by David Karmol to adjourn the meeting at 10:42 a.m. Motion carried; 12 Yeas, 0 Nays.

Signed By:


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


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

Date: 12/19/2024

Date: 12/19/2024

