

**LUCAS COUNTY REGIONAL HEALTH DISTRICT**  
**Board of Health Meeting**  
**Board Room #252**

**February 24, 2011 – 8:30 A.M.**

**Roll Call**

A roll call was taken of Board members for attendance.

*Present:* Darlene Chaplin, Barbara Conover, Mary Gregory, Donald Murray, Robert Reinbolt, Patricia Wilcox and Dr. Donna Woodson

*Absent:* Reynald Debroas, A. Debra Nicotra, Jane Ringlein, Theodore Rowen, Dr. Christopher Sherman (all excused)

*Guests:* Cathy Noble, ONA Representative; Ryan Sekinger, Union Steward, AFSCME Local 7; John Borell, Assistant Prosecutor; Kevin Halligan, Supervisor-Vital Statistics; Justin Mitchell, Intern; Heather Blaze, Student Nurse, University of Toledo Medical College

*Staff:* Ross Buckingham, Mary Frank, Patricia Chatman (for Barbara Gunning), Bob Pongtana, Alan Ruffell, Larry Vasko and Kevin Halligan (for Eric Zgodzinski)

Dr. Donna Woodson, President, called the meeting to order.

**Introduction of Guests**

Larry Vasko introduced John Borell, Ryan Sekinger, Cathy Noble, Heather Blaze, Justin Mitchell, Kevin Halligan, and Patricia Chatman. Kevin Halligan will report for Eric Zgodzinski, who is in Atlanta, Georgia, for an APC Program. Patricia Chatman will report for Barbara Gunning, who is in Washington, D.C., for a meeting on Teen Pregnancy and other topics.

(Mary Gregory arrived at 8:45 a.m.)

Dr. Donna Woodson distributed green sheets again to Board members. The green sheets are for Board members' input for the upcoming District Advisory Council meeting. They will be collected after this meeting.

**Minutes of January 27, 2011**

The minutes of the January 27, 2011 meeting were reviewed. Dr. Woodson noted on page 5, under the heading of Facility, last paragraph, add phrase "numerous reasons for timing of various construction projects." Patricia Wilcox noted on page 3, under Environmental Health Issues Committee, last paragraph, change sentence to read: "A final copy will be sent to the Board."

Patricia Wilcox requested that the following paragraph be included on page 3, under the Audit/Finance Committee:

"It was noted that Patricia Wilcox had requested a conference call for the Audit/Finance Committee meeting as she was out of state. She had also inquired about the right to vote during meetings. The Board of Health Bylaws do not address these items. John Borell, from

the Prosecutor's Office, responded that in regard to attendance that Board Members need to be present to vote, as well as present to serve as a quorum, according to State law."

Mary Gregory made a motion to approve the minutes as amended. Robert Reinbolt seconded the motion. A vote was taken of those present. Motion carried.

### **Agenda**

Patricia Wilcox said there are certain issues that are addressed in the minutes. She said she would comment under old business. Patricia Wilcox suggested to include in the minutes names of persons regarding specific assignments and to follow those items. There was agreement. Dr. Donna Woodson noted that an executive session would be added to discuss ongoing ONA negotiations. There was agreement.

### **Vouchers**

Patricia Wilcox said that the Audit/Finance Committee met yesterday (February 23, 2011), the whole committee was present. Robert Reinbolt, Board Vice President, also attended the meeting as a guest. Board members reviewed the February vouchers. Patricia Wilcox said that the Audit/Finance Committee reviewed the vouchers and found them to be satisfactory. Patricia Wilcox suggested that Board members could be recertified for example in CPR. Dr. Woodson agreed with her good suggestion. Larry Vasko noted that there were open time slots in the recertification programs and that the Board would be made aware of potential openings.

Robert Reinbolt made a motion to approve the payment of the February vouchers. Barbara Conover seconded the motion. A vote was taken: 7 yeas, 0 nays. Motion carried.

### **Old Business**

#### **Prosecutor's Update**

John Borell announced that he would be available to partake in the Executive Session discussions to discuss labor negotiations with ONA.

#### **Executive Session**

Robert Reinbolt made a motion that the Board go into executive session to discuss ONA labor negotiations. Darlene Chaplin seconded the motion. A roll call was taken. The Board went into executive session at 8:50 a.m. and returned to regular session at approximately 9:15 a.m. Board members requested the presence of John Borell, Larry Vasko and Bob Pongtana.

### **New Business**

#### **Confirmation of New/Separated Employees**

Larry Vasko reported that there were three new employees hired and one separation. Steven Theiss, Physician Assistant, was hired on January 11, 2011 at a rate of pay of \$36.00 per hour. Dinnie Gottschalk, Lab Assistant, was hired on February 7, 2011 at a rate of \$12.77 per hour. Brenda Elliott, Public Health Nurse, part-time, was hired on February 15, 2011 at a rate of \$21.40 per hour. Jackie Coburn, Clerk II, Environmental Health, resigned on January 18, 2011. Mr. Vasko noted that an exit interview was offered to Ms. Coburn, but she declined.

Robert Reinbolt commented on a change of participants regarding exit interviews. Dr. David Grossman will address that issue.

Patricia Wilcox asked about credentials for Steven Theiss including an ASN degree from Owens Community College and his license. Robert Reinbolt asked if there was a different job description for him? Larry Vasko replied that it was similar to a Nurse Practitioner and that he would double check. Larry Vasko and Dave Miller will check on these items.

Robert Reinbolt asked if we need a job description for the Physician Assistant? Larry Vasko will check. There was a discussion about job duties for this position. Patricia Wilcox pointed out that the rate of pay is more than other positions, e.g., RN's with MSN degrees. There was a question on "Staff Nurse" on Mr. Theiss's resume and whether that should be "Registered Nurse"? The reason being that there's a difference when seeing patients, e.g., a person who performs surgery vs. seeing patients. Patricia Wilcox asked if job descriptions need to come before the Board or Administration for some type of approval relative to new positions? Mr. Reinbolt said he thought it would come before the Board. John Borell opted to pass this issue to either Jim Walter or Brenda Meyer.

Pat Wilcox commented on nurses being under the direction of a Physician Assistant and the PA supervised by a physician. Cathy Noble said she checked the Ohio Revised Code, Ohio Board of Nursing, and Ohio Nurses Association. She said she asked Dr. Grossman to respond to a question regarding clarification and she is awaiting his response. Some nurses had questions on reporting authority and the role of the new PA. Larry Vasko said he would provide the job description to Patricia Wilcox and other Board members.

Robert Reinbolt raised several questions. Mr. Vasko explained that this position is a non-bargaining position and that the Physician Assistant would receive benefits. He would not be displacing another employee.

Patricia Chatman was asked to check on when a nurse can use "RN" credentials behind her name. Can one use credentials in the sequence they are obtained, or, does "RN" supersede "MA" for example?

Patricia Wilcox said she would not vote for approval until she gets a job description. Bob Reinbolt said this is the last time he would vote on a position without a copy of the job description. The job description could be modified if necessary then brought to the Board afterward. Mrs. Wilcox requested that in the future when a new position comes in that we (Audit/Finance Committee) act and approve it before it is presented to the whole Board. Dr. Woodson said to make sure Dave Miller, HR, is also aware of this issue. There was agreement.

Robert Reinbolt made a motion to approve the hiring of Steven Theiss as a Physician Assistant. Barbara Conover seconded the motion. A vote was taken: 6 yeas, 1 nay (Patricia Wilcox). Motion carried.

Donald Murray made a motion to approve the hiring of Dinnie Gottschalk as a Lab Assistant. Robert Reinbolt seconded the motion. A vote was taken: 7 yeas, 0 nays. Motion carried.

Robert Reinbolt made a motion to approve the hiring of Brenda Elliott as a Public Health Nurse, part-time. Patricia Wilcox seconded the motion. A vote was taken: 7 yeas, 0 nays. Motion carried.

Barbara Conover made a motion to approve the separation of Jackie Coburn, Clerk II. Darlene Chaplin seconded the motion. A vote was taken: 7 yeas, 0 nays. Motion carried.

Patricia Wilcox inquired about exit interviews. She suggested changes in the Bylaws, descriptions and updates so that all Board members are aware of duties and responsibilities, e.g., when an employee leaves, who sits in on the exit interview? Robert Reinbolt replied that members of Administration sit in. Dr. Grossman will check on this item.

Dr. Woodson suggested placing this item (exit interviews) on the agenda next time.

### **Maternity Unit Licensures**

Dr. Donna Woodson reported that as of last month there was no update on licensure for the Lady of Hope facility. Administration has contacted the State and there is no further update. Larry Vasko and Alan Ruffell to follow up on this item.

### **Environmental Health Issues Committee**

Donald Murray reported that the committee held a meeting at 8:00 a.m. today (February 24, 2011). Larry Vasko, Alan Ruffell and John Borell also attended the meeting. A verbal report was provided.

The committee addressed one issue—Stone Oak Carryout. The history is that they had sewage discharged at ground level as a result of a failed leach field system, related to the grease trap and some allegations that it was sabotaged. We moved to have a Temporary Restraining Order (TRO) through the courts, as a result of this nuisance. In addition, our Board pulled the food service license.

The sewage surfacing to the ground surface issues have been corrected. We had some discussion as it relates to whether it might fail in the future. But the nuisance upon which the TRO was issued and the revocation of the food service permit no longer stands. It is the recommendation of the Prosecutor's Office, Lance Keiffer and John Borell, to drop this item at this time. This site will be closely monitored.

Robert Reinbolt made a motion that the Board reinstate the food service license, with reservations, for the Stone Oak Carryout. Donald Murray seconded the motion. A roll call vote was taken. Voting 7 yeas, 0 nays. Motion carried.

Robert Reinbolt made a motion for acceptance of the Environmental Health Issues Committee report, including the recommendation to drop the court action regarding the Stone Oak Carryout. Donald Murray seconded the motion. A roll call vote was taken. Voting 7 yeas, 0 nays. Motion carried.

### **Audit/Finance Committee**

Patricia Wilcox reported in the absence of Dr. Christopher Sherman. The committee met on February 23, 2011 and reviewed the following items: January 2011 Financial Status, February Bill Schedule, Grant Funded Programs, Contracts, 2011 Operating Budget, 2012 Operating Budget, Funding Distribution of Tax Revenue, Negotiation (Wage Re-opener) ONA, and other items. The following items were highlighted:

#### **January 2011 Financial Status**

Mrs. Wilcox reiterated that regarding revenue and expenditure some of these items could not be moved from one account to another. So, it's not that we will have a carryover.

### Grant Funded Programs

The grants were reviewed in detail. As of January 31, 2011, we have \$6,915,894.00 and we received \$6,248,652.00.

### Contracts

The committee reviewed two contracts—Path Labs (\$44,000.00) and Toledo Hospital (WIC Program - \$386,802.00). The committee requests Board approval.

### 2011 Operating Budget

This item has been previously explained. There are plans for the implementation of an electronic Human Resources system, called Kronos. In addition, the committee met with a candidate for the position of Chief Financial Officer/Director of Administrative Support. She is familiar with the Kronos system.

### 2012 Operating Budget

The Administration presented a first revision of the proposal of the operating budget for fiscal year ending December 31, 2012 in the amount of \$12,634,416.00. The final budget approval by the Board is expected prior to the annual District Advisory Council meeting on March 30, 2011.

### Funding Distribution of Tax Revenue

Bob Pongtana reported that funding distribution of tax revenue was discussed at yesterday's Audit/Finance Committee meeting. He provided a verbal update. This item is related to the funding distribution formula currently being used for 2011 and used in 2010. As previously reported, the DAC has appointed a subcommittee to address that issue and to provide a possible fair and more equitable formula regarding funding allocation distribution. The subcommittee is free to submit its proposal regarding formulas for our review and it was determined that it was doable at the February 16 meeting. When we receive the proposals they will then be presented to our Audit/Finance committee and then to the Board. From our perspective, the total amount of dollars would not be affected. It is just a matter of making any appropriate charges to the different municipalities.

Mr. Pongtana said that the amount of money from taxes that the Health Department would receive would be the same. Patricia Wilcox noted that Board members were not allowed to attend certain DAC meetings.

Bob Pongtana mentioned that the Audit/Finance Committee meeting had convened last night and the minutes were prepared later that night. The following corrections were made: On page 1, item 1, change from "2010 Collected 98%" to "2010 Collected 3%". On page 2, item #3, change figure from "\$6,248,652.00" to "\$5,248,652.00". There was agreement

### Update – Negotiation (Wage Re-opener) – ONA

The ONA wage re-opener bargaining session is continuing and more details will be forwarded as the negotiation proceeds.

Donald Murray made a motion to accept the committee report. Patricia Wilcox seconded the motion. A vote was taken: 7 yeas, 0 nays. Motion carried.

### Facility Committee

Robert Reinbolt reported that the committee met on February 22, 2011. The committee reviewed four spreadsheets detailing the spending plans for 2010 and 2011. Bob Pongtana

distributed and explained the spreadsheets. Mr. Reinbolt noted that they had also been presented to the Audit/Finance Committee and felt that everyone was in agreement with the plan that was put together for 2010 and that the plan for 2011 is moving forward. He asked to make sure that the 2010-2011 plan is distributed to everyone.

The committee reviewed the list of purchase orders totaling \$830,341.00. For 2011, additional funds totaling \$1,851,187.00 were appropriated for various line items including electronic human resource system, electronic budgeting function system, and additional funding for upgrading the building, etc. Also, a request was made that administration provide a report for interior building upgrade projects for 2010 and 2011. Employees should be informed of the progress and impact of the project to them. Mr. Reinbolt said that staff had been contacted regarding various projects via email, newsletters and white board.

Mr. Reinbolt reported that the committee also reviewed the maintenance program. All pending work orders are current, except for those pending regarding ongoing projects. Bob Pongtana explained the financial portion relative to when projects are completed. Mr. Reinbolt complimented Mr. Pongtana for providing the minutes and changes. Patricia Wilcox requested a hard copy of the memo sent to staff and the newsletter. Mr. Vasko said that his secretary would send her the copies. Darlene Chaplin asked about parking lot expansion plans? Mr. Halligan said that it's a work in progress. The new plans include a turn-around on Constitution Avenue for patients and customers. Mr. Reinbolt pointed out that at some point employees would not be able to park in the adjacent city parking lot. Patricia Wilcox inquired about furniture and fixtures. Mr. Vasko replied that they went to American Interiors and would be sold if they had value.

Mr. Reinbolt suggested checking with the County and developing an administrative policy for the future on the disposition of furniture. He noted that some furniture had no value and that the City of Toledo has an equipment policy. John Borell noted that items that have no value could be given away. Kevin Halligan said that some of the items were obsolete and items went before a Sheriff's auction sale.

Donald Murray inquired about the possibility of running into any change orders or cost overruns relative to the spreadsheets? Bob Pongtana replied that any change order would be reflected in 2011 as the purchase orders were encumbered in 2011.

Barbara Conover made a motion to approve the report. Darlene Chaplin seconded the motion. A vote was taken: 7 yeas, 0 nays. Motion carried.

### **Contracts to the Board**

Mr. Larry Vasko said there were no additional contracts.

### **Division Reports**

#### **Environmental Health Services**

Alan Ruffell reported on the following topics: Rodent Control Efforts, Farmer's Market, Person-in-Charge Classes, Food Safety Unit, and Lead and Healthy Homes Program. Mr. Ruffell reported that he has taken on additional responsibilities since the departure of Konni Sutfield.

### Rodent Control

Rodent control efforts have shifted to a proactive approach of rodent baiting to eliminate the problems associated with rodents. GPS mapping has been completed for rodent orders issued during 2010.

Patricia Wilcox asked if he had noticed an increase in rat activity due to the weather? Mr. Ruffell said that the opposite was true. With the auto trash collection now, all trash goes into bins and rats cannot get into them. But, there is more rat activity in the daytime due to their search for food. We are targeting neighborhood groups for education by attending block watch meetings to educate and gain support from residents. There was a question about raccoons. Mr. Ruffell said that the Health Department only deals with rats or perhaps a mouse infestation, not other wild life. The City of Maumee has an animal control officer but Lucas County does not. Mr. Ruffell said that Block Watch presentations would be available upon request.

### Farmer's Market

Our food safety unit collaborated with the Ohio State University's Northwest Ohio Business Incubator and organized an informational meeting for area farmers interested in retailing their produce at the Farmer's Market. A representative from the Ohio Department of Agriculture also attended.

### Person-in-Charge

A minimum of 20 Person-in-Charge classes will be offered in 2011. People from other agencies are invited to attend, and the Health Department can now charge for this service.

### Food Safety Unit

The Food Safety Unit met with the Ohio Department of Education's Division of Daycare Licensing and they are focusing on state exemptions, types of child care businesses and an application of the food code for licensed daycare facilities.

### Lead and Healthy Homes Program

Our Lead and Healthy Homes Program became a member of the Lucas County Early Childhood Coordinating Committee (EC3).

### **Community Services, Response & Preparedness**

Kevin Halligan reported for Eric Zgodzinski. Mr. Halligan said that a written report was available and reported as follows:

Regarding marketing: We began work on a "Day in the Life" presentation. In Vital Statistics, we received bullet resistant doors and windows. Exploration efforts are underway for new payment methods of birth and death records. Statewide issuance of records has averaged 10 to 15 additional certificates totaling about \$275.00 a day.

Darlene Chaplin inquired about patients who are TB positive and refuse their medication? Larry Vasko replied that patients cannot be forced, however, they can be educated in the hopes that they comply and monitored. We do have a program of direct observation therapy.

### **Health Services**

Patricia Chatman reported for Barbara Gunning. Mrs. Gunning and Carey Neumier are at a three-day conference in Washington, D.C., for "Healthy Communities". Mrs. Chatman

reported on the following items: 60+ Program, Cribs for Kids, HIV Prevention, Colorectal Cancer Prevention, Healthier Communities, Minority Health, and Breastfeeding Support.

#### Cribs for Kids

The Health Department will now distribute Pack-N-Play cribs under the Lucas County Cribs 4 Kids program. It consists of sheets, covers, and other items. Patricia Wilcox requested that one be available for viewing next month.

#### Colorectal Cancer Prevention

In conjunction with Colorectal Cancer Awareness Month (March), the Colorectal Cancer Coalition will provide a walk through “an inflated” colon display at Westfield Mall on March 18 and 19. There was a question on Health Department involvement.

#### Minority Health

Activities included a meeting with Mayor Mike Bell regarding cancer initiatives; an interview with Clear Channel radio station regarding minority health status and improving outcomes and an interview (Barbara Gunning) with WIOT/WCWA Nuestra Gente radio show regarding the Minority Health Coalition and Health Services in general.

#### Breastfeeding Support

The hard work and perseverance of Kate Uzoigwe paid off as she worked with a mom who initially was not interested in breastfeeding, but through various encounters was able to convince the mom to breastfeed. A letter of thanks will be sent to Ms. Uzoigwe.

Dr. Woodson suggested (regarding diabetes education), some future things we could offer and maybe get some reimbursement for. The insurance companies will not pay for this item. It was noted that Cathy Noble, Public Health Nurse, who works in the 60+ program, also provides “Healthy U” Programs, which includes diabetes education to seniors. Dr. Woodson suggested a future item to address—pursuing a grant, perhaps expanding it to include young people and maybe partnering with other agencies; perhaps exploring the need for a Nutritionist.

#### Administrative Services

Bob Pongtana reported as follows: Ross Buckingham and Scott Francis are working on three main projects—Allscripts, Kronos and Xora. These are for electronic medical records, and time capture and payroll system. The Data Processing Review Board approved the Kronos project. Six users were selected to participate in a trial of the Xora time tracking/cell phone application. Also, work involved relocating individuals during building renovation and meetings regarding the Board Room.

We were not selected for the Healthy Homes Production grant of \$1,000,000.00. We received a notice of award for the NACCHO-MRC for \$5,000.00. Grant funds received in January totaled \$458,769.56. Four grids were provided regarding quarterly reports for grants and an explanation was provided.

Patricia Wilcox inquired about employees who are on grants and their being proactive? Bob Pongtana explained that grants contain certain conditions. Robert Reinbolt asked if employees are privy to certain information? Larry Vasko said that management and key staff know the specifics of grants including supply lines.



Patricia Wilcox asked about the status of filling the position of Supervisor of Community Services (K. Sutfield vacancy). Alan Ruffell replied that the position was recently posted. Vacancies are posted internally and in the meantime they are posted for outside applicants too.

Bob Pongtana reported that as commented at the last meeting, the invoice for liability and malpractice insurance would be paid on a Then and Now transaction. However, it was not, as the invoice came in Tuesday and a revised invoice was received on Wednesday. So, this item was included on the bill schedule that was prepared last night. This item will be paid on a regular transaction and not on a Then and Now transaction. It will not affect the payment to the vendor. Also, Hylant Group was notified.

### **Health Commissioner's Comments**

Mr. Larry Vasko commented. He said that Joanne Melamed had attended the Audit/Finance Committee meeting. She will be the new Chief Financial Officer/Director of Administrative Support. Her background includes work in the finance, private sector and the Auditor's Office. Her resume was distributed. Hopefully, Ms. Melamed will start next Monday.

Robert Reinbolt suggested that with the Fiscal Officer leaving that some type of audit should be conducted. Larry Vasko and Dr. Grossman will discuss this issue with the Auditor. Robert Reinbolt said that the new job description was approved last May. Patricia Wilcox noted that it was updated on May 11, 2010 but wanted to know the approval date. She said that if the Board approved it, maybe the president should have a signature on it? Patricia Wilcox suggested that all job descriptions should indicate "approved" and "date". Larry Vasko noted that there are many job descriptions. He mentioned the retreat and making it more operational. A question was raised if there was any input from employees? Mr. Vasko said yes, but in the end it was not their choice. Patricia Wilcox suggested the hiring of Joanne Melamed.

Barbara Conover made a motion to hire Joanne Melamed as Chief Financial Officer/Director of Administrative Support effective February 28, 2011. Darlene Chaplin seconded the motion. A vote was taken: 7 yeas, 0 nays. Motion carried.

Mr. Vasko said that there are two important things happening in Columbus that he would like to bring to the Board's attention. One involves funding regarding raccoons, rabies and oral vaccination. The federal government for now has money that will be provided for baiting (air drops) but some of the funds for groundwork and PR work are in jeopardy. We are starting to push for continuation of funding. Board members commented about future vaccinations against rabies and contacting the Dog Warden's office. Larry Vasko reported that the Dog Warden's office had been contacted regarding their input.

The other item deals with pit bulls. Pit bulls are the number one biting dog in Lucas County. Ohio is the only state that has pit bulls automatically titled "vicious dog" as supported by data. There's a movement in Columbus to take pit bulls off the list. House Bill 14 seeks to remove pit bulls from being automatically labeled as "vicious dogs" under Ohio's 1987 law.

### **Other Items**

Patricia Wilcox asked about a written policy regarding interviewing, criteria, proceedings and if Board members are privy to getting the employee references? John Borell replied that in his opinion this would be an internal matter that each department handles.

Robert Reinbolt said that there was prior conversation questioning policies, procedures and personnel. We sort of came to the conclusion that it might be good for the Board to hold a retreat to figure out are we on line and what our responsibilities should be. Administration presented much on that at the last retreat. This should be oriented for some of the issues on where we want to go with that. That was one of the ideas thrown out for consideration. He suggested that when Dr. Grossman returns, this item could be discussed. He noted that this issue was discussed after the Audit/Finance Committee meeting. It was also noted that organizational charts and job descriptions tie into that. Patricia Wilcox said part of the problem is communication. Dr. Woodson said we should also take note of the Board's legal responsibilities, as well as what the Board is meant and not meant to do. Robert Reinbolt mentioned that Board responsibilities also appear in the NALBOH booklet. It was noted that the Board is not bound by those particular responsibilities.

Patricia Wilcox spoke about interviews and that a checklist and other items were provided in the past. Mr. Reinbolt stated that both he and Patricia Wilcox had participated in interviews in the past; however, with one interview (Eric Zgodzinski) they did not. They were involved only with the classification of that position. Dr. Woodson mentioned that the Board is only responsible for the hiring of the Health Commissioner.

Robert Reinbolt commented on a plaque he had received regarding his prior service on the Board of Health.

#### **Public Health in the News**

Dr. Donna Woodson commented on public health in the news. She cited an article in the American Medical Association Journal regarding shingles and Medicare and its impact on us. She also reminded Board members of the upcoming District Advisory Council meeting and the importance of attendance. It will be held on Wednesday, March 30, 2011 at 7:00 p.m. at the Springfield Township Administration Building, 7617 Angola Road, Holland, Ohio.

Robert Reinbolt noted that he had mentioned to Dr. Grossman that representatives from the various cities should attend the DAC meeting. The Board members should contact their individual mayor/representative about attending the DAC meeting. There was agreement.

#### **Next Meeting**

The next meeting will be held on Thursday, March 24, 2011 at 8:30 a.m. at the Health Building, Kuhlman Auditorium, 635 N. Erie Street, Toledo, Ohio.

#### **Adjournment**

Robert Reinbolt made a motion to adjourn the meeting. Patricia Wilcox seconded the motion. The Board voted unanimously to adjourn. The meeting adjourned at approximately 11:00 a.m.

**Signed:**

---

**Donna A. Woodson, M.D., President  
Lucas County Regional Health District**

**Attested By:**

---

**David Grossman, M.D.  
Secretary to the Board**