

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

April 22, 2010 – 8:30 A.M.

Roll Call

A roll call was taken of Board members for attendance.

Present: Darlene Chaplin, Barbara Conover, Reynald Debroas, Mary Gregory, Donald Murray, Robert Reinbolt, Theodore Rowen, Dr. Christopher Sherman, Patricia Wilcox and Dr. Donna Woodson

Absent: A. Debra Nicotra, Jane Ringlein (both excused)

Guests: Cathy Noble, ONA Representative; Steve Kowalik, Lead Negotiator, AFSCME Local 7; Ryan Sekinger, Union Steward, AFSCME Local 7; Kevin Haddad, Springfield Township Trustee

Staff: Ross Buckingham, Mary Frank, Debbie Frost, Patricia Chatman (for Barbara Gunning), Sue Lyons (for Bob Pongtana), Alan Ruffell and Larry Vasko

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

Introduction of Guests

Larry Vasko introduced Kevin Haddad, Cathy Noble, Steve Kowalik, Ryan Sekinger, Sue Lyons and Patricia Chatman. Mr. Haddad is a Springfield Township Trustee and he is also present for the hearing on the proposed swimming pool fees. Nancy Benedetto, Public Health Nurse, will provide a presentation on the Child Fatality Review Board.

Minutes of March 25, 2010

The minutes of March 25, 2010 were reviewed. The following changes were made: On page 4, paragraph 8, last sentence, change sentence to read, "We also discovered that we are paying our physicians, dentists and nurse practitioners significantly less than the norm." Page 6, paragraph 5, line two, change sentence to read, "Patricia Wilcox asked about bringing the item of salary adjustment/contracts of physicians, dentists and nurse practitioners to the prosecutor's office." Page 9, last line, for clarification change sentence to read, "The Ottawa County Health Department may have had some issues, as their health commissioner also appears to be listed as their fiscal officer."

Robert Reinbolt inquired about follow up to items after Board meetings. Larry Vasko explained that this is being done.

Ted Rowen made a motion to approve the minutes as amended. Darlene Chaplin seconded the motion. A vote was taken of those present. Motion carried.

Agenda

There were no changes to the agenda.

Vouchers

Board members reviewed the April vouchers. Dr. Christopher Sherman reported that the committee reviewed the items on the bill schedule and found them to be satisfactory. He noted a couple of Then and Now transactions regarding physicians, dentists, and nurse practitioner contracts relative to their retro pay. Robert Reinbolt made a motion to approve the payment of the April vouchers. Barbara Conover seconded the motion. A vote was taken: 10 yeas, 0 nays. Motion carried.

New Business

Hearing on Proposed Swimming Pool Fees

Alan Ruffell announced that today we will have a public hearing on the proposed swimming pool fees. Mr. Ruffell noted that letters and applications were mailed to those affected. The letters explained that the fee schedule had been amended and the application included the proper amounts. Barbara Conover made a motion to commence the public hearing. Mary Gregory seconded the motion. A vote was taken: 10 yeas, 0 nays. Motion carried.

Alan Ruffell said that a copy of the proposed swimming pool fees for 2010 were included in the Board packets. A state formula was used to calculate these fees, which allows the department to recoup 100% of its expenses. There was an amendment passed last month whereby the Board voted to phase in the fee increase over a two-year period as opposed to a one-year period. The amendment further included provision for adjusting one-half of the increase for each year, 2010 and 2011. The Licensing Council, headed by Reynald Debroas, also met and was in agreement with these increases and also the timeline. The Audit/Finance Committee was also in agreement. Mr. Ruffell then read the proposed fees. He asked for any questions and/or testimony.

Kevin Haddad explained that he received a letter regarding the proposed swimming pool fees. He stated he was concerned about the wording of the letter regarding the justification for the raising of these fees. He suggested a change in the wording in all future correspondence regarding justification of raising fees. The Board agreed with his observation and recommendation. Mr. Ruffell reminded everyone that the fees had not been raised since 1991, which is 19 years ago. Mr. Haddad commented that he was appreciative of the Board's attempt to keep the swimming pool fees low.

Ted Rowen made a motion to accept the public hearing of the proposed Swimming Pool fees. Patricia Wilcox seconded the motion. A roll call vote was taken: 10 yeas, 0 nays. Motion carried.

Proposed Swimming Pool Fees - Third Reading

Ted Rowen made a motion to approve the third reading of the proposed Swimming Pool fees. Patricia Wilcox seconded the motion. A roll call vote was taken: 10 yeas, 0 nays. Motion carried.

Proposed Swimming Pool Fees - Passage

Patricia Wilcox made a motion to approve passage of the proposed Swimming Pool fees. Dr. Christopher Sherman seconded the motion. A roll call vote was taken: 10 yeas, 0 nays. Motion carried.

Confirmation of New/Separated Employees

Larry Vasko reported that there are five new employees and two separations this month. Beverly Baier, Medical Assistant, was hired on March 29, 2010 at a rate of \$12.77 per hour. Barbara Martin, Dental Hygienist, was hired on April 12, 2010 at a rate of \$21.11 per hour. Yolanda Taylor, Lab Assistant, was hired on April 19, 2010 at a rate of \$12.77 per hour. Heather Rendall, Public Health Nurse, was hired on April 19, 2010 at a rate of \$20.78 and Danielle Stratton, Public Health Nurse, was hired on April 22, 2010 at a rate of \$20.78. Bob Pongtana, Director, Administrative Services, retired effective February 28, 2010 and Gail Austin, Clerk I, retired effective March 31, 2010.

Board members inquired about the reorganization, timeline and recruitment efforts. Larry Vasko replied that he and Dr. Grossman have been working on these issues. He said they would like to meet with the Personnel Committee prior to the Board retreat where reorganization plans would be presented.

Robert Reinbolt made a motion to approve this report. Mary Gregory seconded the motion. A vote was taken: 10 yeas, 0 nays. Motion carried.

Environmental Health Issues Committee

Donald Murray reported that the committee did not meet this past month.

Executive Session

Ted Rowen made a motion that the Board go into executive session to discuss a personnel matter. Robert Reinbolt seconded the motion. A roll call was taken. The Board went into executive session at 9:00 a.m. and returned to regular session at 9:40 a.m. Board members requested the presence of Larry Vasko.

Personnel Committee

Ted Rowen said that the committee met this month and discussed various issues that had been raised in executive session last month. The only recommendation for action by the Board was that the Board establish a protocol about providing information to Board members.

Ted Rowen made a motion whereby any Board member seeking any type of information about the operation of the Department and had not been provided to him or her, the Board shall establish a protocol whereby the Board member shall go to Larry Vasko, Deputy Health Commissioner, for the information. If for some reason the Board member could not get the requested information immediately, then he or she could go to Dr. David Grossman, Health Commissioner. This procedure would assure that Board members would receive the requested information in a timely manner and a record would be maintained of the request. Dr. Christopher Sherman seconded the motion. A vote was taken: 10 yeas, 0 nays. Motion carried.

Audit/Finance Committee

Dr. Christopher Sherman reported that the committee met on April 15, 2010 and reviewed the following items: Review-March 2010 Financial Status, Review-April Bill Schedule, Update-Grant Funded Programs, Review-Contracts, Update-2009 Annual Audit, and other items.

Current grant applications total \$8,832,687.95 and at the end of March, we have received \$6,284,033.95. Currently, there are three grant applications in process. These three applications are for continuity grants and grant awards appear favorable.

One contract was presented and we are requesting approval from the Board. The contract is with Toledo Hospital/Toledo Children's Hospital for the Injury Prevention Program for \$8,000.00.

The 2009 Annual Audit is scheduled for the week of April 26 with a target completion date of June 30, 2010.

Ted Rowen made a motion to accept the Audit/Finance Committee report. Darlene Chaplin seconded the motion. A vote was taken: 10 yeas, 0 nays. Motion carried.

Facility Committee Report

The committee did not meet this past month.

Contracts to the Board

There were no additional contracts to present to the Board.

Division Reports

Environmental Health

Alan Ruffell reported on the following items: Marina, Campground and Food Program Surveys, ServSafe National Certification Classes, Basic Food Safety Training, Lead Poisoning Prevention Unit (NAACP Health Fair, Principles of Healthy Housing, Lake Erie Academy Health Fair, Advocacy Task Force Meeting), Clark Mosquito Conference, Pit Bulls, Court Trials, Grant Application (Tire Remediation) and Outstanding Public Health Orders (Hearing Summonses)

The response has been huge for our ServSave certification classes, including the recently State approved Level-One Certification for food handlers. This program is growing, 90 food service operators are scheduled for next month. There is now a \$25 fee for Lucas County residents and a \$35 fee for residents living outside of Lucas County.

The Childhood lead poisoning Prevention Unit participated in the following events: NAACP health fair at the UAW hall, Principles of Healthy Housing Presentation at the Lucas County Metropolitan Housing Authority, Health Fair at Lake Erie Academy, and Education Advocacy Task Force meeting. There is a new procedure whereby families that are part of Section 8 Housing are now required to attend classes prior to obtaining their Section 8 vouchers.

Sanitarian Nate Fries gave a tour to Steve Serchuck, chairman of the Dog Warden Task Force, of areas where pit bulls were known to habitat.

Trials were held at Toledo Municipal Court for two current cases—a Scrap Yard at 2322 Consaul St. and Porter's Manufactured Home Park. A grant application was submitted to the Ohio Department of Natural Resources requesting \$20,000.00 for the remediation of two tire piles in Lucas County.

Strategic Planning Update – Environmental Health

Alan Ruffell reported on the Strategic Plan Update, Environmental Health 2009. He highlighted Goal 6: Assure a Safe, Healthy Environment and addressed eight associated activities. Topics covered: a plan for continuing education, health educational programs, processes for involving community members and stakeholders, environmental health education services, evaluation process for health education offerings, identifying performance measures for education programs, agency staff training, and evaluations for future training courses.

Mr. Ruffell spoke about our website editor and the plans are underway to update our web page. Larry Vasko commented on goals and objectives, relative to strategic planning, making sure our activities are targeted toward that direction.

Health Services

Patricia Chatman reported for Barbara Gunning on the following items: Child Fatality Review, Teen Pregnancy Prevention, Human Trafficking, 60+ Program, Minority Health, WIC/Medical Records, Creating Healthy Communities and Childhood Obesity. She then commented that Nancy Benedetto, the nurse assigned to the Child Fatality Review Board, would present later on the 2008 annual review of child deaths in Lucas County.

A special staff meeting was held on April 16 on the topic of human trafficking. Mary Jay, Disease Intervention Specialist, moderated the meeting and presented the health department's new reporting form.

The 60+ nurses, Cathy Noble and Debbie McClure began seeing patients at two new sites: the West Toledo Senior Center and the Hope Manor Senior Center.

Duane Herron helped coordinate the 2010 Minority Health Summit, which is scheduled for April 29 at the main public library. Mildred Hunter, Region V Minority Coordinator for the U.S. Department of Health and Human Services, will be the keynote speaker. Other items include discussion about Hispanic/Latino cultural competency, panel discussion on teenage pregnancy and infant mortality, and remarks from Mee Len Koh regarding Asian seniors.

The Creating Healthy Communities grant coordinators are focusing on their Healthy Communities checklist. Information derived from this checklist will provide a report of the communities' resources, capabilities and needs.

Kohl's Kids in Action (KKIA) is a program aimed at the prevention of childhood obesity. KKIA has partnered with the YMCA's Kids in Action program to implement education programs to their after school participants.

Child Fatality Review (CFR)

Nancy Benedetto provided a powerpoint presentation on the CFR program. She said this is a review of the information we collected for child deaths for 2008. This was originally a mandated program that started in October 2000, where each county in Ohio has to have a child death review board. The purpose is to look at childhood deaths, analyze data and trends and look at implementing services or make local program changes in the community that will lower the number of preventable child deaths. The Review Board will draft recommendations to the State in our report in April.

Dr. Woodson said she is concerned about data and how it is collected, analyzed and used. She wants staff to assure our statistics are accurate.

Administrative Services

Sue Lyons reported for Bob Pongtana. Ross Buckingham and Kathy Fuhr have positioned us so that we are up and live with the practice management portion of Allscripts with the billing portion to go live March 1. Allscripts is our new software system that we are using for our billing portion. Phase 2 is our electronic medical records (EMR) and this is scheduled to go live on October 5 with training scheduled on September 21 and 22.

There was a site visit of the Women, Infants and Children (WIC) Program. The only recommendation was for the St. Vincent Mercy Medical Center regarding reporting the actual expenses from the invoices received.

There will be three new grant submissions—Teenage pregnancy prevention, Immunizations, and smoking.

In Vital Statistics, revenue is still down. It seems that people are not ordering as many birth certificates most likely due to the economy.

Larry Vasko noted that we are designing a training room using some of the equipment from the H1N1 project in conjunction with the Allscripts EMR project resources. This will be beneficial for data input, training and future emergency preparedness.

Community Response and Preparedness

Larry Vasko submitted Eric Zgodzinski's written report. He noted that Patti Fraker attended a CDC/USDA/National Sanitation Foundation sponsored program on Food borne illness Outbreaks and Food Safety in Atlanta on March 23-26. He reported on the APC grant and how we are working with the Universities and this is going well.

Health Commissioner's Comments

Larry Vasko reported for Dr. David Grossman on the following topics: Dog Warden Advisory Committee, Pit Bulls, Minority Health, District Advisory Council, Human Trafficking, Smoking Ban Enforcement, Bill Delaney, and the Board Retreat.

The Dog Warden Committee is looking at specific legislation regarding pit bulls. Board members viewed a news clip regarding Bill Delaney, who is opposing the smoking ban.

Mary Gregory was noted in a recent newspaper article. Dr. Woodson commented that she is proud of her as a Board member and of her service on the Board.

A Board retreat is scheduled for Saturday, May 22, 2010 from about 8:00 a.m. to 12 noon at 4 Seagate Center. We are working on agenda items.

Next Meeting

The next meeting will be held on Thursday, May 27, 2010 at 8:30 a.m. at the Health Building, Board Room, 635 N. Erie Street, Toledo, Ohio.

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**