

**LUCAS COUNTY REGIONAL HEALTH DISTRICT
Board of Health Meeting
Western Lucas County Clinic**

May 24, 2012 – 8:30 A.M.

Roll Call

A roll call was taken of Board members for attendance.

Present: Darlene Chaplin, Barbara Conover, Mary Duncan, Matthew Heyrman, Donald Murray, A. Debra Nicotra, Robert Reinbolt, Barbara Sarantou, Hans Schmalzried, and Dr. Donna Woodson

Absent: Reynald Debroas, Mary Gregory, Dr. Christopher Sherman. (All excused)

Guests: Cathy Noble, ONA Representative; Kevin Pituch, Assistant Prosecutor

Staff: Mary Frank, Dr. David Grossman, Barbara Gunning, Joanne Melamed, Dave Miller, Larry Vasko and Eric Zgodzinski

Presenter: Mike Allison, Coordinator, Mobile Vision Program

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

Introduction of Guests

Larry Vasko introduced Kevin Pituch, our new Assistant Prosecutor, and Cathy Noble, ONA Representative.

Minutes of April 26, 2012

The minutes of the April 26, 2012 meeting were reviewed. On page 6, bottom of page, under Teen Pregnancy Prevention, second line, add “prevention” after teen pregnancy. Robert Reinbolt made a motion to approve the minutes as amended. Barbara Sarantou seconded the motion. A vote was taken of those present. Motion carried.

Agenda

Dr. Donna Woodson noted that there was no need for an executive session today.

Vouchers

A. Debra Nicotra reported in the absence of Dr. Christopher Sherman. She said that the Audit/Finance Committee reviewed the May vouchers and found them to be acceptable. There were no additions to the bill schedule. A. Debra Nicotra made a motion to approve payment of the May vouchers. Barbara Conover seconded the motion. A vote was taken: 10 yeas, 0 nays. Motion carried.

Old Business

Strategic Planning/Accreditation Process Update

Eric Zgodzinski reported that a first meeting of this committee was held on May 10, 2012. A powerpoint presentation had been provided at that meeting, which gave some basics of strategic planning along with a walk through of the process. The committee addressed the issue of ground rules. There will be two components—strategic planning and the departmental side, which hinges on specific items such as: where we want to go, what we want to do, how will things be done within specific timeframes, etc. Our goal is to see the strategic plan on paper within six months. Another component is the Public Health Accreditation Board (PHAB) standards and our goal is to submit them within one year. The committee will address such items as making decisions regarding data collection, holding stakeholder meetings, etc. at the next committee meeting. Mr. Zgodzinski reported that a three-year timeframe was established for the strategic plan. It would be developed immediately and then it would be revisited every three years.

Dr. David Grossman commented that Eric Zgodzinski did a good job on providing the powerpoint presentation including an overview of the process. A fair amount of work was accomplished resulting in concrete decisions. Dr. Grossman said he felt it was a good beginning and the committee was fantastic in submitting ideas. The second meeting will be scheduled next month.

New Business

Confirmation of Employees

Larry Vasko reported that John Pluto was hired as a Laboratory Technician, on May 24, 2012 at a rate of \$20.95 per hour. He replaced Kathy Nave. Mr. Pluto resides in Oak Harbor, Ohio. Patrick Niles, Sanitarian, separated under disability retirement on May 18, 2012. Mr. Niles started as an intern and has since joined and served in the Air National Guard. Our understanding is that Mr. Niles may be re-joined with our agency upon recovery during the next several years.

Larry Vasko explained that the Laboratory Technician is responsible for STD clinic blood work and that other lab services are outsourced under contract. Dr. Grossman further explained that our contract is with Path Labs. Path Labs has been very supportive and has kept us within our budget.

Dr. Donna Woodson suggested sending a letter of appreciation to Path Labs. There was agreement.

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

Environmental Health Issues Committee

Donald Murray said that the committee did not meet this month; however, there will be some environmental issues to present in the near future. Dr. Donna Woodson noted that Matt Heyrman had been added to this committee.

Personnel Committee

Robert Reinbolt said that there was no report, but he inquired about the status with ONA. Dr. Grossman replied that ONA is going into fact-finding on May 31, 2012. A meeting was held with Jim Walter, Prosecuting Attorney, for a briefing. Mr. Walter provided information to administration regarding roles and strategy. Agreements were reached with ONA, except on two outstanding issues—recognition and overtime.

Audit/ Finance Committee

A. Debra Nicotra reported that the committee met on May 22, 2012. The committee reviewed the following items: April 2012 Financial Status, May Bill Schedule, Grant Funded Programs, Contracts, Other items (Transfers of Appropriations) and Lead Based Paint Hazard Control (HUD) Grant.

Ms. Nicotra reported that the food fees collection has just ended and there are just a few stragglers. Currently, most of the fees collected are for swimming pools. She also reported that Joanne Melamed completed a cost analysis for projection issues. Right now we are looking at a \$77,000.00 shortfall in the general fund. However, there are still seven more months to go before the end of the year and it is anticipated that the \$77,000.00 shortfall will be taken care of by then. Joanne Melamed explained that the expenses are on the payroll side and under estimate. If our revenue collections are revved up, we will be just where we need to be. Right now the shortfall is created on the revenue side.

Mr. Reinbolt asked about revenue collections and billing. Ms. Nicotra replied that the collections are for our clinics. Billing is being done but collections are difficult. Ms. Melamed said that all claims are being worked on and our clients are being encouraged to pay voluntarily. Dr. Grossman commented that we are also trying to rev up our production. Many of our numbers are turning around and improving. Also, one extra patient per morning and afternoon could be seen in our clinic to increase our numbers. There are some internal issues, but expectations are that our production will increase without an increased cost in overhead.

Larry Vasko noted that there would still be a shortfall of about 5% (\$70,000.00) by December 31, 2012. There would also be an amended certificate sent to the auditor. Barbara Conover asked if the health department receives any money from CareNet. Barbara Gunning reported that we do receive some items in the form of in-kind support. It is anticipated that the health department is currently taking care of approximately 22 percent of all CareNet patients. However, it does not receive any dollars for physicians or staff.

Robert Reinbolt inquired about the collection of fines regarding smoking ban violations and property liens. Dr. Grossman replied that the Supreme Court would rule on the collection of fines. Mr. Kevin Pituch will review/investigate on the issue of the placement of liens on properties. More to come on this issue.

April Financial Status

The “Consolidated Financial Report” was reviewed and is attached.

Grant Funded Programs

Total submitted applications in the amount of \$7,891,828.00 for 2011-2012 fiscal years, and during this same time period we were awarded \$4,958,397.00. Total applications in the amount of \$3,722,524.00 for 2012-2013 fiscal years, and during this same time period we were awarded \$52,000.00 in funding.

In April, we submitted three grant applications: Child and Family Health Services Program - \$420,178.00; Personal Responsibility Education Program - \$180,000.00 and Public Health Emergency Preparedness Grant - \$24,639.00.

Contracts

The committee reviewed and approved four contracts: National Association of County and City Health Officials (NACCHO) - \$40,000.00; Ohio Environmental Protection Agency (Ohio EPA) Semi-Public Sewage (a reasonable charge to be established and approved by the Board of Health); Michael Allison, Mobile Vision Program Coordinator, - \$26,000.00; and Gregory Johnson, M.D., Clinic Doctor - \$15,600.00.

The contract with Ohio EPA is a new revenue contract. Under House Bill 110 semi-public sewage disposal system inspection program, a reasonable charge is to be established and approved by the Board of Health.

Other Items - Transfers of Appropriations

A. Debra Nicotra said that a Board of Health Resolution is required to approve Transfers of Appropriations as follows:

A transfer reallocates funds from one cost object to another. A Board of Health Resolution is required to approve Transfers of Appropriations performed in the month of April 2012 in the ordinary course of business. Total of transfers was for \$14,308.00, consisting of charges in various expense categories.

A Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for April 2012 in the amount of \$10,000.00. This represents funding for two grant programs.

Motion

Robert Reinbolt made a motion to transfer \$14,308.00 in the various expense categories as listed in the Transfers of Appropriations April 2012 report. Barbara Conover seconded the motion. A vote was taken: 10 yeas, 0 nays. Motion carried.

Motion

Donald Murray made a motion that the Board approve changes in Revenue Estimates and Expense Appropriations for April in the amount of \$10,000.00. This represents funding for two grant programs. Robert Reinbolt seconded the motion. A vote was taken: 10 yeas, 0 nays. Motion carried.

Lead Based Paint Hazard Control (HUD) Grant

Dr. David Grossman provided an update. The health department obtained the Lead Based Paint Hazard Control grant. However, we learned that about \$600,000.00 (real money) would be required from our department and we do not have it. Other problems that arose were HUD's recommendation that only two people were needed for the grant vs. twenty-six people between the City of Toledo and our department. Consequently, we resubmitted a new budget as required including job descriptions. We are at a crossroads. If agreements fail, the health department will likely walk away from this grant due to finances and areas of responsibility.

Board members offered suggestions including contacting Marcy Kaptur's Office. Dr. Grossman said he was willing to contact her office if necessary. He noted the June 1, 2012 timeline to begin the program. HUD had suggested signing the agreement now and addressing the budget later, but we felt this was not a good idea.

Board members agreed that it is best to wait as accountability is of utmost importance and things must be done correctly. Dr. Grossman said we thought everything was in order, but now there are problems at the federal level.

Donald Murray made a motion that the Board approve the committee report. Barbara Conover seconded the motion. Voting: 10 yeas, 0 nays. Motion carried.

Facility Committee

A. Debra Nicotra said that there was no report. Larry Vasko reported that there was involvement with the TMACOG project regarding energy efficiencies. New interior lights and switches for offices and new exit lights have been installed in our building. Also, an application has been submitted for the installation of new windows.

Contracts

Dr. David Grossman noted there were no additional contracts.

Division Reports

Health Services

Barbara Gunning reported on Smoke Free Efforts (New Casinos), "Get Your Rear in Gear" 5K Run/Walk, Food Deserts, WIC Audit, Conference, and HIV Prevention. She announced that Mike Allison would conduct a powerpoint presentation on the Mobile Vision Program.

Barbara Gunning noted that Ohio now has four new casinos, including one in Toledo, and all of them will be smoke free. She distributed cards and bracelets to Board members to help celebrate our success of going smoke free in casinos. Stu Kerr, former employee, and lobbyist for smoke free establishments, donated the items.

There will be a "Get Your Rear in Gear" 5K Run/Walk on Saturday, June 2, 2012 starting at 8:00 a.m. at Fallen Timbers. The event is sponsored by the Toledo-Lucas County Health Department. Other sponsors include Lucas County Colorectal Cancer Coalition, Lucas County Hospital Council of Northwest Ohio, ProMedica and others. Everyone was invited to participate.

Barbara Gunning reported on food deserts in Lucas County. There is a Hunger Alliance agency in Lucas County and they published a report on this item in 2007. At that time, the report said that Lucas County was not a food desert; however, things have changed, and we may now be considered a food desert. A summary report was provided. There are definitely people in Lucas County not getting to quality food for multiple reasons. Those with significant problems are the elderly and the disabled. This has to do with the distance of going to get food and transportation. ProMedica is working on this problem through our employees, Tony Maziarz and Amy Abodeely.

WIC recently had a three-day evaluation and audit. The Downtown Clinic, River East and the Toledo Hospital WIC sites were evaluated. The evaluation was positive with only four corrective actions and one recommendation.

Mary Sheehy and Barbara Gunning attended a conference at Lourdes College. Topics included how to empower staff and nursing students to engage in quality improvement.

HIV staff had a training session last week on how to end violence against lesbian, gay, bisexual and transgender individuals. A site visit was also held. CDC is recommending an “opt out” provision for people who come into our clinics regarding HIV testing.

Mike Allison, Coordinator, Mobile Vision Program

Mike Allison gave a powerpoint presentation on the Mobile Vision Program. Mr. Allison reported on the history, results and goals of the program. There was a trial program in 2011 which determined that there was a real need for vision screening in our community. A school-based program was established. The results indicated that there were 499 eye exams and 377 prescriptions for eyeglasses. Fifty students were identified with additional vision issues such as: glaucoma, vision therapy, severe stigmatism, cataract and scarring. Goals include increase the percentage of students seen, expand the program, improve billing, and improve follow up process.

Barbara Sarantou commented that a family member worked at one of these schools. There was conversation about how thrilled they are with the program and amazement at how much better students did in school. There was an inquiry about expanding the program to other schools. It was felt that the program should grow slowly. The billing aspect deals with billing for the comprehensive eye exams. Dr. Donna Woodson commented that this would be an excellent story when interfacing with the public. She thanked Mr. Allison for his presentation.

Administrative Services

Joanne Melamed reported on Medicaid Administrative Claiming (MAC), IT Department, and financial audit.

The MAC 3rd quarter time study was conducted the week of March 2 and the time study submittal has yielded approximately \$31,000.00. Health Services and the Billing Department have been doing tremendously well. Sanitarians will be brought on board participating in the time study, thereby increasing revenue. Larry Vasko pointed out that even with these figures a \$77,000.00 shortfall in our budget was still anticipated.

On the Allscripts update, Scott Francis has been working with our providers to increase productivity by the use of templates. We are also working to upgrade network bandwidth for the Western Lucas County Clinic to increase Allscript usage.

We are now in the second stage of the audit, which is being conducted by Gilmore, Jason & Mahler. No violations have been found. The audit must be completed by the end of June.

Community and Environmental Health Services

Eric Zgodzinski reported as follows: There are several projects in the works involving our new Assistant Prosecutor, Kevin Pituch. We are looking at how to add to our unfunded and mandated programs in Environmental Health. We are looking at how to also survive during these hard economic times, addressing our needs and meeting with the Environmental Health Issues Committee on some of these items. We are also working on meeting again with the "Big 10" Ohio (health departments) to see if we can get some research leverage for some of these programs.

Eric Zgodzinski said that he had a meeting a couple of weeks ago that revealed some real issues within the division. The issues dealt with employee concerns, job satisfaction, etc. He spoke to Dave Miller in Human Resources. As a result, a job satisfaction survey was drafted for his staff members. The survey might be extended to other employees in the building. There were a few revelations. Employees found their work engaging but felt there were issues with communication. They felt that appreciation was important. The major issue they found important to staff was Respect. The data that was collected will be reviewed further and more specific information will be obtained.

Robert Reinbolt asked about the origin for the lack of respect. Is it coming from the public, fellow employees, Board members, or supervisors/directors? Eric Zgodzinski said he was uncertain at this point, but it might be a combination of all those. Mr. Zgodzinski noted that this is not urgent, but they are concerns.

Health Commissioner's Comments

Dr. David Grossman commented as follows: He applauded the survey but questioned the definition of respect and felt that employees do not feel they should ever be questioned by administration. The results should prove interesting.

One reason our Board meeting is being held at the Western Lucas County Clinic today is to show that the clinic is part of the total health department. Board members were invited for a tour of the facility immediately after this meeting. ONA bargaining will go into fact-finding as the next step in union negotiations.

Yesterday the Ohio Supreme Court made a ruling in our favor regarding the Ohio Smoke-Free Workplace Act. The new Hollywood Casino Toledo, which is scheduled to open on May 29, 2012, will not allow its employees to smoke on or off the job. Dr. Grossman said he attended some Food meetings in Environmental Health this past year and noted that there have been many changes in this area. Also, our budget needs are tight as our budget is at zero percent increase (following the 8% decrease two years ago). However, we will do whatever we can and work on raising money whenever possible.

Dr. Grossman and Barbara Gunning met with the Sylvania School Board recently and it turned out to be a good, positive meeting. We presented our position regarding finances and asked them about their needs. It seems that their financial needs will actually be the same as last year. They seemed receptive to our proposal of phasing in additional costs. They also understood about the shift of our school nurses. A discussion item was that they needed an actual number to use before making their final decision. The current contract will expire this June and an agreement is needed by the end of July. They requested some time to review this item. There will be more to come on this topic.

Other Items

Robert Reinbolt inquired about Mary Gregory, Board member. Mary Frank reported that flowers were delivered to Mary Gregory, who is presently at the Fairview Rehabilitation Center. Ms. Gregory appeared to be doing well and sends her regards to everyone.

A suggestion was made to prepare a plaque for her. Mr. Reinbolt also suggested including an article in the Health Department newsletter relative to our newest Board members. There was agreement.

Public Health in the News

Dr. Donna Woodson reported on public health in the news. Dr. Donna Woodson noted a news article which stated that CDC recommends that all baby boomers should get a Hepatitis C test. Dr. Grossman said that he agreed with the recommendation as it appears that with newer treatments just screening for that would be very helpful. On May 7 there was an article in the BLADE noting that the shingles vaccine is shown to be very safe. Dr. Grossman noted that this vaccine is offered at the health department and that it is an expensive vaccination.

In today's paper there was an article titled "Smoking Ban Upheld by Justices" which stated that the Ohio Supreme Court ruled unanimously to uphold the smoking ban, confirming that it is constitutional and enforceable. Dr. David Grossman was also mentioned in the article and said that local enforcement of the State ban continued while the court case was pending. Now the Attorney General and others can pursue cases and hold people accountable.

Next Meeting

The next meeting will be held on Thursday, June 28, 2012 at 8:30 a.m. at the Health Building, Department of Operations (DOC) #254, 635 N. Erie Street, Toledo, Ohio.

Adjournment

Donald Murray made a motion to adjourn the meeting. A. Debra Nicotra seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 11:05 a.m.

Signed:

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

Attested By:

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