

LUCAS COUNTY REGIONAL HEALTH DISTRICT

Board of Health Meeting

DOC Room #254

October 27, 2011 – 8:30 A.M.

Swearing in Ceremony

James Walters, Assistant Prosecutor, performed a swearing in ceremony for Barbara Sarantou, new Board Member. Mrs. Sarantou will be a representative of the City of Toledo and her term runs until July 2015. Mrs. Sarantou replaces Jane Ringlein.

Roll Call

A roll call was taken of Board members for attendance.

Present: Reynald Debroas, Mary Gregory, Matthew Heyrman, Donald Murray, A. Debra Nicotra, Robert Reinbolt, Barbara Sarantou, Dr. Christopher Sherman, and Dr. Donna Woodson

Absent: Darlene Chaplin, Barbara Conover, (both excused)

Guests: Vaughn Jackson, Steward, AFSCME Local 7; Cathy Noble, ONA Representative; Chris Paprzycki, 4th Year Medical Student; S. Kunan, M.D., Flower Hospital Family Medical Residency.

BLADE REPORTER: Julie McKinnon

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

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

Introduction of Guests

Dr. Donna Woodson introduced Chris Paprzycki, a 4th Year Medical Student. She announced that his specialty would be general and vascular surgery. Dr. Christopher Sherman introduced S. Kunan, M.D., Flower Hospital Family Medical Residency Program. Larry Vasko introduced Cathy Noble, Vaughn Jackson and Julie McKinnon.

(Donald Murray arrived at 8:35 a.m.)

Minutes of September 22, 2011

The minutes of the September 22, 2011 meeting were reviewed. Robert Reinbolt made a motion to approve the minutes as presented. Matt Heyrman seconded the motion. A vote was taken of those present. Motion passed.

Agenda

Dr. Donna Woodson noted that there would be an executive session to discuss ONA union negotiations and personnel issues.

Vouchers

Dr. Christopher Sherman reported that the Audit/Finance Committee reviewed the October vouchers and found them to be acceptable.

Robert Reinbolt inquired about the status of Dale Raczkowski and whether or not his work regarding the building renovation was over? He also inquired about which budget he was paid from? Larry Vasko explained that Mr. Raczkowski's work was winding down. He is paid from general funds, which were set aside for building renovations.

Robert Reinbolt made a motion to approve the payment of the October vouchers. Donald Murray seconded the motion. A vote was taken: 8 yeas, 0 nays. Motion carried.

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

Prosecutor's Update

James Walter, Assistant Prosecutor, was present to provide legal counsel to the Board.

Executive Session

Donald Murray made a motion that the Board go into executive session to discuss ONA union negotiations and personnel issues. Matt Heyrman seconded the motion. A roll call vote was conducted. The Board went into executive session at 8:45 a.m. The Board requested the presence of Dr. David Grossman, Larry Vasko, Joanne Melamed and James Walter. The Board later returned to regular session at 9:15 a.m.

Confirmation of Employees

Larry Vasko reported there were two newly-hired employees and four separations this month. Stacy DeBruyne, Marketing/PIO, Community Services/Response & Preparedness, was hired on October 27, 2011, at a rate of pay of \$20.81. Kevin M. Knierim, DDS, Health Services, was hired on October 24, 2011 at a rate of pay of \$42.27.

Carrie Warchol, Secretary, Administrative Services, was discharged on September 23, 2011. Elva Scribellito, Social Worker, Health Services, was laid off, effective October 21, 2011. Alan Ruffell, Director, Environmental Health Services, resigned effective October 22, 2011. Nicholas Kusina, Sanitarian, Environmental Health Services, resigned effective October 26, 2011.

Mr. Vasko reported that Alan Ruffell had transitioned to the City of Toledo, Public Utilities, Division of Solid Waste. Eric Zgodzinski said that Stacy DeBruyne, Marketing/PIO, had been an intern for the H1N1 Project last year. Her background is in marketing and graphic design. Nicholas Kusina resigned to pursue other opportunities.

A. Debra Nicotra a motion to approve the report. Matt Heyrman seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

2012 Proposed Environmental Health Fees – Second Reading

Dr. David Grossman announced that Larry Vasko, Deputy Health Commissioner, would be serving as the Acting Director of Environmental Health Services.

Larry Vasko noted that all Board Members had received a copy of the 2012 Proposed Environmental Health Fees in their Board packet. Mr. Vasko presented the 2012 Proposed

Food Fees for a second reading. He provided a detailed explanation of the proposed fees and noted no changes on the fees from the previous month.

Dr. Christopher Sherman made a motion to approve the second reading of the 2012 Proposed Food Fees. Donald Murray seconded the motion. A roll call vote was taken: 9 yeas, 0 nays. Motion carried.

Robert Reinbolt inquired as to the method of communication regarding the proposed food fees to restaurant owners and others? Mr. Vasko replied that all restaurant owners would be notified by letter and that a public hearing would also be held. The public hearing is usually held at the third reading of the fees. Mr. Reinbolt asked if some of the other proposed fees would tie into the Environmental Health Issues Committee report. Donald Murray replied that there was no report for this month; however, this item would be addressed the early part of 2012. Dr. Grossman noted that Alan Ruffell was slated to conduct some research on this particular item, as well as on wells, septic tanks and marinas.

Mr. Reinbolt asked about what would happen if the Health Department chose not to perform marina inspections? Mr. Vasko replied that there would be no official action. Everyone agreed that marinas are a public health issue. Mr. Reinbolt felt that the Board would need to know the pros and cons and hold a discussion on this issue. Dr. Grossman said that this item would come before the committee first before any action is taken. Mr. Vasko said that he would move this item (marina issue) forward.

Personnel Committee

Dr. Donna Woodson said that there was no report as the committee was unable to meet this past month. Dr. Woodson also announced that Ted Rowen has resigned from the Board of Health and he would no longer chair the Personnel Committee. Robert Reinbolt has been asked to chair this committee and he has accepted.

Environmental Health Issues Committee

Donald Murray said that the committee had met in September and addressed proposed changes to Environmental Health Services licensing fees. The committee had recommended proceeding with the first reading on the food fees, but decided to further research the well and sewer treatment system fees before considering any increases. The committee had also discussed the possibility of continuing the Marina program locally, since the Ohio Department of Health has dropped this program. The committee had agreed that if we have the legal authority, the inspection of these facilities should continue, if the budget allows. Director Ruffell was researching our legal authority.

Audit/Finance Committee

Dr. Christopher Sherman said that the committee met on October 25, 2011 and addressed the following items: September 2011 Financial Status, October Bill Schedule, Grant Funded Programs, Contracts, and other items.

The committee reviewed the Consolidated Financial report as of September 30, 2011. Figures were provided for both the revenue and expenditures of the Health Department including General Fund and Special Revenue Fund-Grants.

We received notice of award for the Emergency Countermeasure Dispensing Staffing Plan (POD) grant for \$250,000.00 and for Women, Infants, and Children grant for \$2,335,266.00. Unofficial announcements say that a 5% decrease will occur starting with second quarter of

2012. We received a \$15,000.00 increase in funding for the T.B. Case Management grant for a total of \$61,000.00. We did not receive the Healthy Homes Production Program, application amount \$2,000,000.00. This was a highly competitive grant.

Eric Zgodzinski mentioned that the POD grant is looking at the concept to ensure the dispensation of medication to about 500,000 residents within a 48-hour timeframe. The Centers for Disease Control (CDC) would then roll this plan out to the rest of the United States as a model program.

Dr. Christopher Sherman said that even though we received a grant award for \$61,000.00 for the T.B. Case Management grant, that eventually this grant would be lost, due to the exemplary work of the Toledo-Lucas County Health Department. Dr. Grossman said that we will work on how to proceed with this program. In regard to the Healthy Homes Production Program grant, we are expecting a letter of explanation from the Ohio Department of Health. Dr. Donna Woodson cited the Health Department had to give up one day of STD services and that we might have to look for monies for this item.

A total of 7 grant applications were submitted: Immunization Action Plan, Dental Sealant Program, Sexually Transmitted Disease Control, T.B. Case Management, Safety Net Dental Care Program, Creating Healthy Communities Program and HIV Prevention.

The committee reviewed 5 new contracts: Sandra Oehrtman, Nurse Practitioner, (\$74,880.00); Judy Stuart, Bacteriologist (\$1,158.55); Scott Strahl, Community Immunity POD Projects (not to exceed \$48,710.00); Sylvania Board of Education (for nursing services) (\$106,190.00); Sylvania Board of Education (for one nurse) (\$45,980.00); and National Association of County and City Health Officials (NACCHO) (\$291,960.00).

Bureau for Children with Medical Handicaps (BCMh) Update – this program has received \$101,870.00 from billings in 2011.

We are working on designing a contract with OptiVue for the Mobile Vision Program. We are also working with Dr. Vidya Ramanathan, pediatrician, on either a contract or as a permanent employee status. Administration has suggested that Dr. Ramanathan start to build our pediatric practice up again. Dr. Grossman announced that Dr. David Friedman, family practice physician, would be retiring from the Western Lucas County Clinic. Advertising has begun to fill this position. He also noted that in the BCMh program we are still spending from \$20,000.00 to \$30,000.00 from the general fund to cover the program.

Dr. Woodson cited a recent newspaper article on scoliosis and school nurses. We might want to improve the detection of scoliosis in the primary care physicians' offices and pediatricians' offices. This could be a way to promote the health department.

Donald Murray made a motion to approve the Audit/Finance Committee report. Robert Reinbolt seconded the motion. A vote was taken: 9 yeas, 0 nays. Motion carried.

Facility Committee

A. Debra Nicotra said that there is no report.

Contracts

Dr. David Grossman said there were no additional contracts.

Communication

Dr. David Grossman stated that this particular item was prompted by various Board members. There was concern when Alan Ruffell resigned and that not all Board members were aware of the situation. Dr. Grossman said there is a need to understand the types of communication that everyone is receiving. However, administration is not always aware of all newspaper articles like the recent FREE PRESS article regarding rats. Robert Reinbolt stated that he heard on WSPD radio that several calls were made to the Health Department and no return calls were made. Dr. Grossman responded that the statements were false, as the Health Department did respond. Our inspectors visited the property in question five times and also baited directly on the private property, which is normally not done.

Mr. Reinbolt read a list of items he would like to receive, including notification of press releases, resignations at the executive level, upcoming community events, etc.

Mr. Reinbolt felt that if administration becomes aware of something substantial, that Board members should be apprised. Dr. Grossman agreed and said that when a director resigns or when an item is brewing, that the Board would be notified. Mary Frank, Administrative Assistant, could also notify the Board as appropriate. Dr. Grossman said that all Board members will be placed on the current mailing list to receive press releases.

Board members made several comments and recommendations. There was agreement that all requests from the Board to administration would be acknowledged and a response provided. There was also agreement that in certain matters/inquiries, such as, sewers, environmental issues, etc., Board members could contact the appropriate Directors directly. It was decided that administration would compile and formalize a list of these items for Board members.

Division Reports

Administrative Services

Joanne Melamed reported as follows: We received notice from Medicaid Administrative Claiming (MAC) of our first quarter participation in the program. MAC will enable our department to bolster our general fund revenue. Staff will participate in a time study during the week of December 4 to 11. Another funding opportunity discussed previously is the Electronic Health Records, which allows some limited dollars to be available to us through the American Reinvestment and Recovery Act. Our billing department is focused on securing as much revenue as possible for our agency. We will be using electronic billing for uploading immunization records including Shots-4-Tots, and electronic lab orders for Pathology Lab.

Mary Sheehy, Public Health Nurse, wrote a very nice email commending Scott Francis and Kevin Harrison from the IT Department for their diligent work in retrieving vital data from our legacy system called "Concept".

Environmental Health Services

Larry Vasko reported on the following items: Bed Bugs, Northwest Sewage Consortium Annual Soils Training, Lead Poisoning Program, City Wide Clean Up, Mercury Spill, Supervisor Training, Person in Charge, "Field Intrepreter" Program, 501c(3), Lead and Healthy Homes Program, and Alan Ruffell.

Larry Vasko mentioned that recruitment efforts are underway for the replacement of Alan Ruffell, Director of Environmental Health Services. Hopefully, a new Director will be in place within a couple of months.

Bed bugs are becoming more prevalent. Individuals who are planning on traveling should access the internet to find out how to protect themselves against bed bugs.

Debbie Dacquisto attended the City Wide Clean Up on September 24, 2011. She worked at the Joe E. Brown and Walter/St. Louis areas. Our division is required to attend two of these clean-ups annually for the CDBG grant.

A mercury spill occurred on September 1, 2011 at the Gingerbread House Day Care on Ryan Road. The facility was cleared based on lumex air readings, and was reopened the following week.

The Food Protection Division organized a “Field Interpreter” program in collaboration with the linguistics department at the University of Toledo Medical College.

A question was asked if there were any problems with our Hispanic population regarding interpreter services. Barbara Gunning replied numerous interpreters are used including family members, telephone service, cell phones, etc. The Health Department also contracts with the International Institute and Adelante. A problem was noted in private offices with writing things down and the ability to have a translator. The cost for a translator can range from \$176 to \$250. Barbara Sarantou suggested the use of a Marti interpreter and Skipe.

The Food Protection Unit organized “Licensing a 501c (3) under Ohio Administrative Code (OAC) Training” for Sanitarians. Jason Failing, a Special Agent with the IRS, moderated the discussion, which focused on qualifications of non-profits and available resources.

There were “Best Wishes” from Environmental Health to Alan Ruffell. Mr. Ruffell will leave a positive legacy, as a knowledgeable, trusting Director. Alan Ruffell provided a “Note” to the Board of Health members. He cited his appreciation for the opportunity to serve in our department. He offered assistance in helping the Board in its cause to promote public health. Mr. Ruffell will be missed by all!

Community Services, Response and Preparedness

Eric Zgodzinski reported as follows: Some Board members attended the recent “Contagion” movie review. The event was attended by about 170 people including the Medical Reserve Corps (MRC). A good discussion was held afterwards regarding local preparedness efforts. A “survey monkey” was set up and all attendees were asked to complete the survey.

The Board’s assistance is needed in two areas—501c(3) and accreditation. The process has begun in securing 501c(3) status for the Health Department. This project will involve interaction with a new/separate Board, and Board of Health members will be invited to become part of this new Board. Our Board of Health will have to help with the process. We will be looking at policy development, strategic policy, a policy regarding how this board would interact with the new Board, etc.

We are also working on securing agency accreditation and this will involve Board input. This process is somewhat complex. There are certain timelines in place, and our target date to start this process is shortly after the holidays. Fees for accreditation are about \$31,000.00. One

option would be to delay the payment process for five years and split the cost. Dr. Woodson suggested that someone might want to make a contribution. Both Dr. Woodson and Dr. Grossman indicated their support for both projects.

Health Services

Barbara Gunning presented a powerpoint presentation for the Health Services Division. It consisted of the 60+ Program, Pharmacy, WIC, Creating Healthy Communities, Adult Immunizations, Travel Immunizations, Revenue vs. Expense and Shots for Tots. The 60+ Program covered the Healthy U Program, Influenza Clinics and staff members Cathy Noble and Debbie McClure. The Pharmacy report included a "Medication Take Back Day" event on October 29 at the Health Department. Amy Ninlawong, Intern, undertook this program under her community project. The WIC program had a 100% show rate for new participants. This effort was attributed to Eboni Ensley, M.A., and Lesley Raney, R.D., who took it upon themselves to call participants immediately regarding their appointment. Tony Maziarz coordinated the 5th Annual Worksite Wellness Conference on September 15. It was held at St. Luke's Hospital.

Barbara Gunning announced that Mary Sheehy, Public Health Nurse, would comment on the remainder of the presentation and also administer flu shots to interested Board members. Mary Sheehy reported on Adult Immunizations, Travel Immunizations and revenue vs. expense. We continue to promote vaccinations for adults and expect the clinics to grow. Barbara Gunning stated that she would further research the revenue vs. expense figures and report back to the Board. Dr. Woodson commented that she would like to be kept in the loop about making sure there is adequate vaccine available.

Health Commissioner's Comments

Dr. David Grossman commented as follows: Barbara Sarantou was welcomed as our newest Board of Health member. Mrs. Sarantou will be asked to serve on at least one committee. This is the beginning of our flu season and there is a full supply of vaccine. The flu vaccine will be a booster shot this year, comparable to last year, and includes H1N1. We are working diligently on securing both accreditation and 501c(3) status for our agency.

Other Items

Robert Reinbolt suggested that the Board review and update its Mission Statement; the last revision date was 2005. This item could be discussed at a later time. There was agreement.

Dr. David Grossman announced that the tentative date for the Budget Commission is Thursday, November 10, 2011 at 10:00 a.m. Board members will need to contact their respective mayor regarding support for a 5% increase in our 2012 budget.

Public Health in the News

Dr. Donna Woodson reported on public health in the news. It has been recommended that adults less than 60 years of age who are diabetic start receiving the Hepatitis B vaccination. Another recommendation is that boys should receive the HPV vaccination, known as "Guardasil".

Julie McKinnon, BLADE Reporter, was recognized for her recent and excellent coverage of Health Department issues regarding increase in fees, budget cuts, bars with smoking risking loss of their liquor licenses, cutting hours, next steps dealing with economic issues, and budget concerns. Tanika Redmond, Epidemiologist, Bethany Grose, MPH Candidate, and others were recognized for their input in the Health Department newsletter. The newsletter highlights an array of public health issues and its audience is far reaching.

A suggestion was made to send the newsletter to members of the District Advisory Council. Eric Zgodzinski to follow up on this item.

Nationally, there was a Listeriosis multistate outbreak, which was linked to melons. A total of 116 people were infected with strains of Listeria Monocytogenes and 23 deaths were reported. The problem was connected to farm machinery in Granada, Colorado.

Next Meeting

The next meeting will be held on November 17, 2011 at 8:30 a.m. at the Health Building, DOC #254, (formerly Board Room #252), 635 N. Erie Street, Toledo, Ohio.

Adjournment

Donald Murray made a motion to adjourn the meeting. Reynald Debroas seconded the motion. The motion passed unanimously. 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**