

**LUCAS COUNTY REGIONAL HEALTH DISTRICT**  
**Board of Health Meeting**  
**Department of Operations Center (DOC) #254**  
**December 21, 2017– 8:30 A.M.**

**I. Call to Order and Roll Call**

Dr. Donna Woodson, President, called the meeting to order at 8:30 AM.

A roll call was taken of Board Members for attendance.

*Present:* Richard Fernandez, Perlean Griffin, Matthew Heyrman, Ted Kaczorowski (arrived at 9:30), Donald Murray, Susan Postal, Barbara Sarantou, Donna Woodson, MD.

*Absent:* Fritz Byers, Barbara Conover, Reynald Debroas, Johnathon Ross, MD

**II. Environmental Health – 2018 Proposed fees – Third Reading**

Don Murray opened the public hearing for the 2018 proposed fees and the Third. This was done at the last meeting but because the Licensing Council was not able to meet prior to the November meeting, we needed to have this public hearing. The Licensing Council met on November 30, 2018 and mad a recommendation to accept the proposed fees.

Mr. Murray asked three times if there were any public comments from the audience regarding the fees for food operations or the sewage treatment.

**(Resolution 2017.12.170)** A motion was made to accept the 2018 proposed fees by Barb Sarantou and seconded by Perlean Griffin. Roll call vote was taken. Motion carried. 7 yeas, 0 nays

**(Resolution 2017.12.171)** A motion to close the Public Hearing on the 2018 proposed fees was made by Matt Heyrman and seconded by Susan Postal. Motion carried. 7 yeas, 0 nays

**III. Introduction of Guests**

Eric Zgodzinski introduced guests. AFSCME and ONA representatives: Nathan Fries and Cindy McLeod.

*Staff & Others:* Tina Stokes, David Welch, Shannon Lands, Kelly Burkholder-Allen, Brandon Palinski, David Grossman, MD, Clarence Coleman, John Bibish, Kevin Pituch (legal counsel).

**IV. Additions/Deletions to Agenda**

There were no additions or deletions to the Agenda.

**V. Approval of the November 16, 2017 Board Minutes**

**(Resolution 2017.12.172)** A motion to approve the minutes of the November 16, 2017 Board of Health meeting as presented was made by Matt Heyrman and seconded by Don Murray. Motion carried. 7 yeas, 0 nays

**VI. Approval of Payment for November Vouchers**

In Ted Kaczorowski's excused absence until 9:30 AM, Dr. Woodson brought attention to the November vouchers for approval. Eric Zgodzinski stated that the items on the single page in the packet were added after the Audit/Finance Committee meeting in the regular course of business.

**(Resolution 2017.12.173)** A motion was made by Don Murray and seconded by Perlean Griffin to approve the November vouchers. Motion carried. 7 yeas, 0 nays

**VII. Legal Update**

Legal Counsel, Kevin Pituch brought to the attention that there is a law suit brought by Carol Mack who is a Toledo Landlord and a trade group Property Investment Network. This suit names TLCHD and the City of Toledo insisting that the recently passed Lead Ordinance is unconstitutional. The group has asked the court to prohibit TLCHD from enforcing the Ordinance. A brief has been filed with the court on our behalf by the LC Prosecutor. This will be a couple of months to be resolved. In the meantime, we will continue as though the Lead Ordinance is constitutional.

**VIII. Executive Session**

Eric Zgodzinski asked for a motion to enter into Executive Session for the purpose of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

**(Resolution 2017.12.174)** A motion was made to go into executive session by Donald Murray and seconded by Richard Fernandez. A roll call vote was taken. 7 Yeas, 0 Nays. Motion carried

Eric asked that Dave Welch, Shannon Lands, Tina Stokes, Kelly Burkholder-Allen and Kevin Pituch to remain. All others were excused from the meeting.

**(Resolution 2017.12.175)** A motion was made by Donald Murray and seconded by Barbara Sarantou to come out of Executive Session. A roll call vote was taken. 7 yeas, 0 nays. Motion carried.

**IX. Prior Business**

There was no prior business from the last meeting to be carried over with the exception of the Human Resource contract which will be discussed during the Personnel Committee report.

**X. New Business**

A. Eric stated that Aaron Lowery is a part of a consultant group that looks at bias, racial concerns, discrimination issues, Office of Civil Rights (OCRC) concerns, Equal Opportunity Employment (EOE) concerns and cultural issues. TLCHD is doing well with Dialogue for Change but would like to make sure we are viewing the issue internally in the right way as leadership. It is changing for the better but there need to be some checks and balances and a different set of eyes to come in to make sure things are done properly. This will look at real and perceived issues and fix them in 2018. Mr. Lowery worked with the City of Toledo over 10 years ago and helped them with some issues they were dealing with. We do not know the cost of this at this time. Eric will be scheduling a meeting with Mr. Lowery after the first of the year with the department leadership staff to see what he might be able to offer. More information will come.

(Ted Kaczorowski arrived @ 9:30 AM)

B. Travel Policy: The draft Travel Policy was made available. This addresses issues such as how soon forms need to be turned in, what is reimbursable, how to get air travel quotes, etc. In working with the Unions it was decided that single day travel in contiguous counties would not have meals reimbursed. It lays out the process of reimbursed mileage and agency vehicle use. Eric stated that all of the policies are vetted through leadership and Union representatives before presenting to the Board of Health for approval.

Don Murray asked if proof of insurance coverage is provided for employees using their own vehicles. Alice Dargartz stated that HR requires us to provide a copy of our driver's licenses, proof of insurance and vehicle identification on an annual basis.

**(Resolution 2017.12.176)** A Motion was made by Don Murray and seconded by Susan Postal to approve the Travel Policy as presented. Motion carried. 8 years, 0 nays

## **XI. Committee Reports**

### **A. Audit/Finance Committee Report**

Eric stated that the Audit/Finance Committee met on Tuesday. There was discussion on the budget along with FQHC discussion with billing. Ted Kaczorowski stated that the Audit/Finance Committee and reviewed the bill schedule. In regards to the month of November financial statement, the committee reviewed the Consolidated Financial Report through November 30, 2017, which is roughly 92% of our year.

#### ***General Revenue Fund***

The General Revenue Fund for 2017 has collected 75% or \$4,261,529.58. This represents \$1,032,163.58 revenue from all General Fund programs and subdivision taxes of \$3,229,366.00. The projected General Revenue Fund for 2017 is \$5,696,205.00 which accounts for all the General fund programs and annual distribution from political subdivisions.

#### ***Special Revenue Fund - Fees***

The special revenue funds have collected 77% or \$1,987,978.46 of the projected \$2,674,806.00 for 2017.

#### ***Special Revenue Fund- Grants***

The special revenue grants have collected 30% or \$4,941,068.56 of projected revenue. The projected revenue for 2016/2017/2018 based on grant awards and contracts is \$16,398,017.21, based on grant awards and contracts.

#### ***Special Revenue Fund – FQHC***

The special revenue fund FQHC has collected 68% or \$3,065,811.84 of the projected \$4,511,019.00 based on FQHC grant awards.

#### ***Expenditures***

▪ General Revenue Fund;	37%	\$1,965,021.46
▪ Special Revenue Fund – Fees	77%	\$2,066,304.45
▪ Special Revenue Fund – Grants	44%	\$5,228,786.13
▪ Special Revenue Fund – FQHC	80%	\$3,607,262.48

#### ***Grant Funded Programs***

- Total applications in the amount of \$9,620,010 for 2017 were submitted for and the department was awarded \$9,501,936 in funding.
- Total applications in the amount of \$12,385,071 for 2018 were submitted for and the department was awarded \$6,600,408 in funding.

- Total applications in the amount of \$348,230 for 2019 fiscal year and for the same time period we have not been notified of an awarded amount in funding.

***Pending Grant Applications (10 grant applications)***

1. Household Sewage Treatment Repair/Replacement grant application for \$200,000.
2. Public Health Emergency Preparedness grant application for \$3,484,230, grant period from July 1, 2018 through June 30, 2019.
3. Healthy Homes Awareness Month 2018 grant application for \$10,000, grant period from April 1, 2018 through June 30, 2018.
4. HIV Prevention grant application for \$285,039, grant period from January 1, 2018 through December 31, 2018.
5. Project DAWN Program Expansion, grant application for \$14,250, grant period from December 1, 2017 through June 14, 2019.
6. DEEP Classes (60+ Clinic Extension) grant application for \$5,832, grant period from January 1, 2018 to December 31, 2018.
7. Toledo Lucas County Getting to 1, Northwest Ohio – Pathways HUB grant application for \$243,248, Grant period from January 1, 2018 through July 5, 2018.
8. State Funding to Target Disparity in African American Infant Mortality Rate grant application for \$3,293,700, grant period from January 1, 2018 through June 30, 2019.
9. Testing Initiative for People Who Inject Drugs (PWID) grant application for \$1,907, grant period from October 1, 2017 through September 30, 2018.
10. Developing Healthy Places grant application for \$524,000 grant period from January 1, 2018 through December 31, 2019.

***Contracts – Review*** There are 16 contracts in the month of December, 2017:

1. Tiberiu Avram, MD is a disbursement contract for \$13,520 to provide well woman, gynecology and prenatal care for four hours per week to women served by TLCHD (rate of \$90/hour) at Western LC. Contract period from January 1, 2018 through December 31, 2018.
2. Adell Shehab, RPh is a disbursement contract for \$12,051 to provide temporary employment as part time pharmacist. Rate of pay \$40.17/hour not to exceed 24 hours/week or 300 hours/year. Contract period from January 1, 2018 through December 31, 2018.
3. Karen H. Willard, RPh is a disbursement contract for \$8,034 to provide temporary employment as part time pharmacist. Rate of pay \$40.17/hour not to exceed 24 hours/week or 200 hours/year. Contract period from January 1, 2018 through December 31, 2018.
4. The University of Toledo is a disbursement contract for \$24,645 to provide HIV testing program to high risk individuals in northwest Ohio. Contract period from January 1, 2018 through December 31, 2018.
5. Equitas Health f.k.a. AIDS Resource Center Ohio is a disbursement contract for \$22,406.25 to provide HIV testing program to high risk individuals in northwest Ohio. Contract period from January 1, 2018 through December 31, 2018
6. Linda Parra is a disbursement contract for \$6,735 to provide HIV testing program to high risk individuals in northwest Ohio. Contract period from January 1, 2018 through December 31, 2018.
7. Area Office on Aging of Northwest Ohio is a revenue contract for \$89,640 to provide community nursing services and health education to seniors. Contract period from January 1, 2018 through December 31, 2018.

8. Ohio Department of Health Contract 14128 is a revenue contract for \$35,000 to provide dental care for low-income, uninsured patients at clinic and school setting. Contract period from January 1, 2018 through June 30, 2018.
9. Ohio Department of Health Contract 19645-14 is a revenue contract for \$17,400 to prepare a Community Health Improvement Plan that meets PHAB standards. Contract period from January 1, 2018 through May 31, 2018.
10. Hospital Council of Northwest Ohio is a disbursement contract for \$10,000 to facilitate and coordinate planning meetings, and to develop the Community Health Improvement/Implementation Plan, evaluation plan, and action step recommendations. Contract period from December 21, 2017 through May 31, 2018.
11. Brown & Associates Consulting is a disbursement contract for \$400 to conduct a "Mock Site Review" prior to official PHAB site visit. Contract period from January 1, 2018 through April 18, 2018.
12. Columbus Public Health is a disbursement contract for \$400 to conduct a "Mock Site Review" prior to official PHAB site visit. Contract period from January 1, 2018 through April 18, 2018.
13. Grand Valley State University is Health-related academic program affiliation agreement with no budget impact. Contract period from February 1, 2018 through January 31, 2019.
14. Ohio Alliance for Innovation in Population Health (OAIPH) is a MOU to collaborate and participate in the OAIPH to address health issues of interest and import in Ohio with no budget impact. Contract period 3 years from signature.
15. Mercy Health – St. Vincent Medical Center LLC is an amendment #1 of Patient Transfer Agreement to extend term of contract with Health Center. Initial term was 12/01/15-11/30/17 with no budget impact. Contract period from December 1, 2017 through November 30, 2020.
16. Hospital Council of Northwest Ohio is a continuation funding for Infant Mortality Hot Spot contract for \$243,220. Contract period from January 1, 2018 through July 5, 2018. *\*\*As of December 20, 2017, amendment #1 to extend the term of contract until January 31, 2018 instead of continuation of funding. Contract will be revisited mid January 2018.\*\**

#### Other Items – Transfers of Appropriations

A transfer reallocates funds from one cost object to another. Board of Health Resolution is required to approve Transfers of Appropriations performed in the month of November 2017 in the ordinary course of business. The total transfer is \$243,701.81, consisting of changes in various expense categories.

**(Resolution 2017.12.177)** A motion was made by Barbara Sarantou and seconded by Don Murray to approve the Transfers of Appropriations in the amount of \$31,204.49 for the month of October. 8 yeas, 0 nays. Motion carried

Board of Health Resolution is required to approve changes in Revenue Estimates and Expense Appropriations for the month of November 2017 in the amount of (\$57,002.69). This represents new revenue estimate and appropriation for Dental Sealant and STD Control Program and a decrease in revenue estimate and appropriation for HCNO PICH Corner Store Yr3, HCNO PICH Smoke Free Yr3, ODH OEPA Household Sewage Treatment and 2016 Deliverables IAP.

**(Resolution 2017.12.178)** A motion was made by Don Murray and seconded by Barbara Sarantou to approve the changes in Revenue Estimates and Expense Appropriations in the amount of (\$57,002.69) for the month of October. 8 yeas, 0 nays. Motion carried.

**Other Items – Advance from Lucas County Auditor**

Board of Health Resolution is required to request an advance from the Lucas County Auditor of taxes assessed and collected for and on behalf of the Regional Health District in the amount of \$807,341.52 in January of 2018 and \$807,341.52 in July 2018. This allows us to receive our twice yearly tax assessments early.

**(Resolution 2017.12.179)** A motion was made by Don Murray and seconded by Susan Postal to approve the request for advance from the Lucas County Auditor for taxes assessed and collected in the amount of \$807,341.52 in January 2018 and July, 2018. 8 yeas, 0 nays. Motion carried.

**Other Items – FOHC Reporting**

November 2017 receipts were \$424,104.36 and expenses were \$355,722.57. November 2017 net income is \$68,381.79.

The committee reviewed charges, payments, adjustments, encounters and total accounts receivable for the month of November by Departments from the new Allscripts PM. The committee also reviewed the charges from the legacy and new system totaling \$4,719,296.15 that was submitted to the insurance companies for the timeframe from February 1, 2017 through December 16, 2017.

Eric Zgodzinski and Tina Stokes attended the Lucas County budget review of the 2018 and we have been approved for the 2018 budget. Tina sent over the trending of what we have asked for the jurisdictional distribution and it was recognized that we have not had an increase up until this coming year of 2018 in the distribution in over six years. Commissioner Wozniak stated that it were about time. Those were good words to hear that it was noticed that we have been stagnant in our request for a number of years.

**(Resolution 2017.12.180)** A motion was made by Barbara Sarantou and seconded by Perlean Griffin to accept the Audit/Finance Committee report. Motion carried. 8 yeas and 0 nays.

**B. Personnel Committee**

1. Perlean Griffin presented the proposed contract with Lucas County Human Resources services for consideration. The agreement period stated in the agreement is December 11, 2017, however, if this agreement is approved, the actual date will be today, December 21, 2017. This contract, if approved, will be active for one year. During this year we will be periodically evaluating the individual to make sure we are getting the services for which we have contracted. There is a sixty (60) day out clause in this agreement. At the September BOH meeting, Eric Zgodzinski was asked to pursue a short-term contract with Lucas County and look at options. As we got into negotiations that was found to not be feasible. It would have required us to possibly have a different person each week. For continuity of business, that was not a good fit for us. We have a year contract with a 60 day trial period. The resolution passed by the Board from the September meeting was for Eric to have the ability to enter into the agreement on a short-term basis and he did not feel comfortable doing so as this is a longer term agreement. The employee will be

paid a rate of \$26.69 per hour not to exceed \$55,952.00 for the year. This person will be dedicated and responsible to our Board. Eric will be responsible for evaluation of this person and will be watching very closely to make sure we are getting what we are paying for and working in line with the contract. A report will be given to the BOH. Eric stated that he was impressed with both of the individuals being considered. Whenever a question was asked, it was appropriately answered. This agreement is able to be terminated with sixty (60) day notice.

Dr. Woodson asked if it were possible to introduce the HR person to staff at a meeting. Eric stated that at the Staff Retreat he will be able to address the staff. Also, it is planned to walk him around the building to meet people individually.

Dr. Woodson asked that Shannon develop a way to introduce the board members to the staff with a short bio on each Board of Health member.

**(Resolution 2017.12.181)** A motion was made by Ted Kaczorowski and seconded by Barbara Sarantou approve the contract with Lucas County Human Resource, with the changes stated above. A roll call vote was taken. Motion Carried. 8 yeas, 0 nays.

2. New Hires:

- a. Public Health Lead Investigator, R.S. – Diana Heitmeyer
- b. Health Education – Silvia Jimenez-Serrano (Fofrich)

**(Resolution 2017.12.182)** A motion was made by Barbara Sarantou and seconded by Ted Kaczorowski to approve the new hires as outlined above. 8 yeas, 0 nays. Motion carried.

3. Job Descriptions

- a. Medical Assistant (MA)
  - i. Correction to this job description in the Basic Qualification section “knowledge of medical terminology is in there twice. Delete one of the instances and change it to “working knowledge”. This is an existing position that is being revised to bring up to date. All of our Medical Assistant have certifications. It was questioned if the prior hired employees were “grandfathered” in their positions. This will be discussed with AFSCME, how will this be applied to people in classification and in updating the job description. Kelly Burkholder stated that there is currently an open MA position and looking at the job description, it is out of date. Eric asked Kelly to go back to the FQHC board to ask if they actually need an MA and bring back to the January meeting. Barb Sarantou asked who takes care of the licenses for staff. Eric stated that this is an HR function.
  - ii. Brandon Palinski stated a couple of months ago we passed an overarching credential privileging policy. In that, each division will have its own set of procedures for doing so. Those are still in the process of being completed. Jennifer McCluskey keeps record of all providers under the FQHC.

**(Resolution 2017.12.183)** A motion was made by Matt Heyrman and seconded by Ted Kaczorowski to approve the job description for Medical Assistant pending

agreement with AFSCME on how this would apply to current employees. Motion carried. 8 yeas, 0 nays

b. C.F.O. – Part-time

- i. Eric presented a job description for a part-time CFO. This will be posted internally and externally. This is a part-time position for a couple of reasons. One being budget concerns that we face currently. The other is that the way we are setting this up, there will be multiple people working inside the budget to be sure that everything is covered and that procedures are being followed appropriately. This will avoid us running into the same issues we have had in the past several months in correcting the 2017 budget. This does not limit us from, in some point in time, making it a full-time position. Eric stated that Clarence and John have done a fantastic job, but feel it is important to get someone in permanently at this point in time. This will be an E-7 with the pay range from \$40 to \$60. This being part-time would mean that benefits are not offered. The starting pay would be determined by the person's experience. Matt Heyrman asked if starting this as a part-time would limit the quality of people who will apply. Susan Postal stated that there are a lot of people who have their own business who, having a part-time position would be beneficial. Matt stated that government finance is so different from private finance and the expertise needs to be considered. Ted Kaczorowski stated that he agreed that this should be a full-time position. Based on the complexity of what we have to deal with in government finances. Eric stated that he would take this request back and talk with Clarence and John to determine if this needs to be a part-time or full-time position. This will be brought back to the board in January.

4. AFSCME Contract – Eric thanked AFSCME representatives for the work done on this contract. There are no increases in salaries for the contract. This is a two year contract and will look at opening it back up at that time. The AFSCME employees will be given an addition \$30 for parking. They were also given two personal day in lieu of additional pay. There was a lot of language clean-up for clarity. The AFSCME members voted to accept this agreement.

**(Resolution 2017.12.184)** A motion was made by Perlean Griffin and seconded by Susan Postal to accept the AFSCME contract. Roll call vote was taken. Motion carried. 8 yeas, 0 nays

5. Confirmation of New/Separated Employees

- i. Lindsey Rodenhauser accepted a job in Columbus. She gave some excellent comments about her position and how well she was treated here at the health department during her exit interview.

Eric stated that interviews have been going on for two open coordinator positions. These are grant positions that we need to fill. If possible, can we fill these position if the right candidate is found prior to the next board meeting? This would be done by bringing them to the Personnel Committee and Executive Committee.



**(Resolution 2017.12.185)** A motion was made by Barbara Sarantou and seconded by Ted Kaczorowski to give the Health Commissioner the ability to hire the two coordinator positions with approval from the Personnel Committee prior to the next Board of Health meeting. Motion carried. 8 yeas, 0 nays.

Perlean Griffin said that the Personnel Committee would like to have the opportunity to start looking at the job descriptions to see how many are current and how many need to be upgraded or changed. We don't want to be in the position where there is an appearance that we are pre-selecting the employees. That can happen when we need to hire someone; we need to develop a job description.

**(Resolution 2017.12.186)** A motion was made by Donald Murray and seconded by Susan Postal to approve the entire Personnel Committee Report. Motion carried. 8 yeas, 0 Nays

### **C. Environmental Health Committee Report**

The Environmental Health Committee met this month.

1. Fee Schedules
  - a. Proposed 2018 fees, which have already been addressed earlier in the meeting.
  - b. Licensing Council – it was discussed if we need to have a Licensing Council. This will be discussed more in future meetings.
  - c. Cost Methodology and frequency for all programs will be reviewed.
2. Swanton Township is requesting a meeting to go over the issue of sewer access in the township.
3. New Hires: Interviews are continuing for two clerical positions.
4. Operation & Maintenance Program (O&M): There are 13,000 properties that need to be entered into a data base. We are at 5,600 to date. There will be township meetings throughout the county to keep them informed of the O&M Program.. There will also be meetings for the contractors. ODH will be coming in for a survey for the programs in the next year. The inspection fee is \$30 per year for 5 years.
5. Semi-Public system permits are currently being issued for the year.
6. Lead Program – Lead Safe has 972 properties registered. There are 101 licensed inspectors available. ODH asked that we look at all cases back to 2011 and close any that area completed; 375 have been closed to date.
7. The Environmental Health programs are setting 2018 goals to be shared with the Board of Health.
8. Other:
  - a. The State of Michigan has had a Hepatitis A outbreak. There has been one case in Lucas County that is not associated with the Michigan Outbreak.
  - b. Pool regulations are being reviewed concerning the ability to close pools where there is a critical situation. Eric is working with the prosecutor's office to make sure that this board could possibly give the authority to close a pool when it becomes a concern; cloudy water, can't see the bottom, other issues. The regulation does not spell it out so we are working on it for our department.

**(Resolution 2017.12.187)** A motion was made by Perlean Griffin and seconded by Matt Heyrman to accept the Environmental Health Committee Report. 8 yeas, 0 nays. Motion carried.

### **D. Facility Committee - No report**

E. **Co-Applicant Committee** – Eric stated that this merges into the new Ad Hoc Committee for the FQHC. The overarching point is that we are diligently working on how FQHC and this department interacts. The FQHC will look different next year from what we currently have. There is a lot more discussion that needs to be done as to how it will look and function. Dr. Joe Dake has been in conversation with Eric and Kelly. Ted stated that we are looking at all the different scenarios to be sure we have what will work best for everybody. The initial recommendation should be coming at the January BOH meeting.

F. **Legislative Committee**

- a. The committee did not meet this month. Looking forward to meeting in January with the committee. The T-21 movement to raise the age from 18 to 21 to purchase tobacco products will go a long way to increase the health of this community. Legislatively the plan is for this board to be involved in the legislative process.

XII. **Pending Business**

A. *FQHC Update – Kelly Burkholder-Allen*

1. The FQHC received NDQA Primary Care Medical Health Recognition. This means that not only did the FQHC meet some stringent quality standards, but it also received some additional funding for quality matrix.
2. A Dental Collaborative: Barb Stichter and Robin Kramer went to Chicago for the Collaborative. This was an important piece of the FQHC because to be an FQHC you have to have Dental, Family Practice and OB services. They were able to see how different practices are run within other FQHC systems. A very positive experience for our staff.
3. Jennifer McCloskey is in constant contact with our contact at the FQHC Association of Ohio for any assistance needed.
4. Eric stated that Kelly has done an outstanding job taking over the daily oversight of the FQHC. Some of her other duties have been shifted over to other Directors temporarily. Kelly thanked the other directors and supervisors who have stepped in to help with all of the programs.

B. **Division Reports**

1. Health Promotion/Policy Integration (Shannon Lands)

- i. The T-21 project has been taken to a couple of public meeting set up by Councilwoman Yvonne Harper. There was a meeting on December 13th at the Toledo Technological Academy. The community as a whole was invited to this meeting along with the media. We were able to talk about how T-21 will be beneficial to our community. There were students standing at the front of the auditorium who would spin around after each reason was read. On the back of their shirt there was a fact as to how this would benefit the community. There was a very positive article in the Blade today giving kudos to the City of Toledo for taking on something like this. Some of the bigger cities in the state of Ohio who have taken this on are Cleveland and Columbus. There are states across the country that have gone to T-21. Councilwoman Harper is taking this to committee next month. Hoping to get a vote on this in January. Looking back in our minutes, as requested last month, we found that we never took a motion to support T-21.

**(Resolution 2017.12.188)** A motion was made by Perlean Griffin and seconded by Richard Fernandez, DPT to support the T-21 Program. Motion carried. 8 yeas, 0 nays.

Shannon spoke with Ann Cipriani at Toledo Public Schools and they are looking to develop a school policy to be 100% tobacco free in all of TPS. This will be assessed in their policy meeting in January.

- ii. There was a Baby Shower held at TLCHD. Representative Michael Ashford was in attendance and provided opening remarks as well as Celeste Smith and other staff. There were over 80 individuals who came. Media was here and it was covered by all of the outlets. There were articles on this and how it will potentially help our infant mortality in the community. This is a pilot program starting at the end of January. This will be a Supportive Pregnancy Group Prenatal Care Model. This is through the March of Dimes funded by United Health Care.
  - iii. Our Community Health Workers have enrolled 55 clients for the Market Place coverage. We will receive Medicaid numbers in early February.
  - iv. PHAB Mock Site Visit will be on February 14, 2018. Additional details and specific dates and times will be given to the Board Members.
  - v. Save the Date for the Annual Employee Retreat on February 16<sup>th</sup>, 2018 at UTMC.
2. Health Services (Kelly Burkholder-Allen)
- i. All of the WIC computers and printers in the program will be replaced with funding from ODH.
  - ii. A new Shots for Tots N Teens clinic will be starting at St. Charles Church in South Toledo.
  - iii. 60+ program has received its funding for the next year. Staff will be teaching the Diabetic and Empowerment Education Program (DEEP). This is being worked on with the Area Office on Aging (AOOA) to beta test the program. This will be done at one of the sites our 60+ nurse goes to and she will be able to send information to area primary care providers who will refer their patients there to attend the class free of charge. This along with the Tai Chi classes we teach are all done free of charge through funding from the AOOA.
  - iv. Pre-Exposure Prophylaxis (PrEP) program for preventing HIV transmission. We have 34 active clients in the program. We are the most active program in NW Ohio.
  - v. Personal Responsibility Education Program (PREP) is dedicated to youth in the foster care program and those in high risk program.
  - vi. There was a flu clinic last Saturday morning which saw 10 clients.
3. Administrative Services (Tina Stokes)
- i. Eric thanked Tina Stokes for all the hard work she has done over the past year with Clarence and John working through the budget.
  - ii. Administrative Services is working on procedures for any fiscal operation we do for 2018.
  - iii. The Official Amended Certificate of Estimated Resources was distributed. This is required to be given to the Budget Commission. This has already been approved by the Budget Commission. There is a change to be made on the form of the date of January 1, 2016 to January 1, 2017.

**(Resolution 2017.12.189)** A motion was made by Susan Postal and seconded by Matt Heyrman of the Official Amended Certificate of Estimated Resources with the change of date January 1, 2016 to January 1, 2017 and page one the Enterprise fund to be added into page 2. (Formula did not carry over) Motion carried. 8 yeas, 0 nays.

4. Environmental and Community Health (Dave Welch)
  - i. Samantha Eitnrear introduced Lauren Wagener and Patti Fraker, Epidemiologists who gave an update on the reportable diseases and all the work the Epidemiologists do at our agency.

**XIII. Health Commissioner's Comments (Eric Zgodzinski)**

1. There is a MOU with the University of Toledo, Ohio University and the Ohio Alliance for Innovation in Population Health which was covered in the contracts for this month. The person heading this up is Richard Hodges who is a former ODH Director. This alliance is helping local health departments with research and other avenues of funding. TLCHD would like to have them come in and help with the gonorrhea and chlamydia issue in the county.
2. Lucas County Citizens Task Force response. The comments will be given to the Personnel Committee for review and then brought back to the Board for review. Several items on the Task Force report that are already being addressed such as HR and items were started **prior** to the task force.
3. Eric stated that "The entire staff is highly motivated and very passionate and knowledgeable about what they do and how they do it. This staff is highly qualified in our department. The 2018, the Toledo-Lucas County Health Department's commitment to staff is that this community will have a better understanding of what we do and how we do it. The number of programs we do here is astonishing."

**XIV. Other Items and Public Health in the News (Dr. Woodson)**

1. There have been a number of items in the news about public health. One is the importance of flu vaccine.
2. Media has recognized that we are out in the community with the Lead Issues and taking some to court.
3. Regarding social determinants of public health. The article states more than 27,000 TPS Students are homeless. Can that possibly be correct? What they referred to is that they are not on the streets, but that they are sleeping on someone's couch, they are staying other places than their own homes (with family members, friends, shelter, etc.)
4. The updated copies of the Board Members contact list was distributed along with the updated BOH Committee Appointments.

Don Murray requested that nominations for President and Vice President for 2018 be sent to him, Perlean Griffin or Eric Zgodzinski prior to the January 25, 2018 Meeting.

**XV. Next Meeting Dates:**

**January 25, 2018  
February 22, 2018  
March 22, 2018**

**XVI. Adjournment:**

**(Resolution 2017.12.190)** A motion to adjourn was made at by Donald Murray and seconded by Perlean Griffin 12:02PM. Motion carried. 7 yeas, 0 nays

**Signed:**



\_\_\_\_\_  
**Dr. Donna A. Woodson, President  
Lucas County Regional Health District Board**

*1/25/2018*

\_\_\_\_\_  
**Date**

**Attested By:**



\_\_\_\_\_  
**Eric J. Zgodzinski, MPH, RS, CPH  
Secretary to the Board**

*01-25-18*

\_\_\_\_\_  
**Date**