

**Minutes of the  
Mahoning County Public Health  
Board Meeting  
August 17, 2022  
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on August 17, 2022, at 8:00 a.m. at the Canfield Fairgrounds Administration Building, 7265 Columbiana-Canfield Road, Canfield, Ohio 44406.

**I. Pledge of Allegiance**

**II. Roll Call**

Present

Mr. Len Perry  
Mrs. Bev Fisher  
Dr. Michael Miladore  
Dr. Nancy Mosca  
Mr. Joe Mistovich

Absent

Staff Present:

Ed Janik, Colton Masters, Susan Kovach, Loretta Floyd-Pleas, Michelle Edison, Cynthia Grier, Scott Bolam, Kyle Gabrick, Sharlene Shebeck, Dr. Kravec Julie Thompson, Ryan Tekac

Public Audience:

Tom Costello

**III. Minutes**

**MOTIONS**

Dr. Miladore motioned, Mr. Mistovich seconded to approve the minutes of the 7/20/22 Board meeting as presented.

Motion carried unanimously.

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the minutes of the 7/18/22 Personnel Committee meeting as presented.

Motion carried unanimously.

Dr. Miladore motioned, Mrs. Fisher seconded to approve the minutes of the 7/19/22 Finance Committee meeting as presented.

Motion carried unanimously.

**IV. Special Requests/Subdivision Requests/Board Orders**

**A. Special Request #EH-SR-2022-03 – Callahan (Goshen Township)**

Mr. Gabrick explained that this is a variance request for isolation distances to an existing private water system. There is an existing home on the property and the owners are putting an addition on the home that will be three feet from the private water system. Currently the east side of the home is three feet from the private

water system. The addition will make the south side of the home three feet from the private water system as well. The north and west sides of the private water system remain wide open for access. The foundation for the addition has already been dug in the proposed location.

**MOTION**

Mr. Mistovich motioned, Dr. Miladore seconded to approve the sanitarian’s recommendation for Special Request #EH-SR-2022-03 as presented:

Recommend allowing encroachment of OAC 3701-28-07 (D) due to the north and west sides of the PWS being accessible for repairs, maintenance and inspections. Require the PWS to be sampled and tested at the conclusion of the addition; and annually, to ensure the PWS was not damaged, is producing potable water, and does not have any prolonged effects to the production of potable water.

Motion carried unanimously.

**V. New Business**

**A. 2022 Budget Changes for Board Approval**

Mr. Janik explained that there are eight grant related changes and one change for the Food Service program due to the funds received from the Ohio Department of Health the revenue needed to be increased. These changes were discussed at the Finance Committee meeting.

**MOTION**

Dr. Miladore motioned, Mrs. Fisher seconded to approve the 2022 Budget Changes as presented.

Motion carried unanimously.

**B. Nursing Division – Immunization Fee Adjustments**

Mr. Janik explained that the cost and insurance reimbursement fees have increased for two of our influenza vaccines, so we are adjusting our fees accordingly.

**MOTION**

Dr. Miladore motioned, Dr. Mosca seconded to approve the immunization fee adjustments as presented:

Vaccine	Proposed Fee
Flu – High Dose	\$ 95.00
Flu – Flublok	\$ 95.00

Motion carried unanimously.

**C. 2023 Revenue Budget**

Mr. Janik explained that he worked with the managers on general fund and special revenue budgets as well as reviewing the 2020 and 2021 budgets and we are projecting our 2023 Revenue Budget to be \$8,666,670.00. There is approximately a 50/50 split between grant and non-grant revenues in that budget.

**MOTION**

Mrs. Fisher motioned, Dr. Miladore seconded to approve the 2023 Revenue Budget as presented.

Motion carried unanimously.

**D. Resolution to Create a New Fund – March of Dimes Grant Fund**

Mr. Janik explained that there was \$66,000.00 donated from an estate to the March of Dimes with the intention that the monies be used to support infant mortality efforts. In order to accept the funds, per the Auditor, we need to create a new fund. That is what this Resolution is doing.

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the Resolution to Create a New Fund – March of Dimes Grant Fund and accept the monies from the March of Dimes.

Motion carried unanimously.

**E. North East Central Ohio (NECO) Mutual Aid Agreement**

Mr. Tekac explained that this is an agreement between all 23 health departments in the NECO region to assist each other if we are overwhelmed during a public health event. It does not require the assistance but puts the agreement in place to request supplies and staff if a health department in our region needs it.

**MOTION**

Mr. Mistovich motioned, Dr. Mosca seconded to approve the North East Central Ohio (NECO) Mutual Aid Agreement as presented.

Motion carried unanimously.

**VI. Reports**

**A. Committee**

Dr. Miladore reported that the Finance Committee met yesterday and reviewed the new business items as well as the 10 contracts on the agenda. Cash balances remain strong. Looking forward to reviewing the 2023 Expense Budget in September.

Dr. Mosca reported that the Personnel Committee met Monday and reviewed the vacant HUB Operations Coordinator position applicants.

**B. Division/Program**

**Ed Janik**

Working on the Medicare revalidation process with Lori Keller. I would like to thank Nancy Laboy and Attorney Dawn Durkin for all their assistance getting the TB Renewal Levy prepared for the ballot this November.

**Colton Masters**

I would like to introduce Sharlene Shebeck to the Board. Sharlene is our newest Environmental Health team member. She is taking over for Jack Crish as the commercial septic system inspector as well as helping with O&M sampling.

The Board welcomed Sharlene to MCPH.

We have identified our first mosquito pool to test positive for West Nile Virus. The positive was found in Yellow Creek Park. Park officials were alerted to the positive and we issued a press release to advise the public to protect themselves when outdoors.

Our mosquito intern conducted six tick drags but was only able to collect one sample. The goal for next year is to start these drags earlier in the summer to help us get better data on the ticks in our community. This is also the last week for our current mosquito intern and we would like to thank him for his involvement and hard work this summer.

The Environmental Division held its first in-person Plumbing CEU class since 2019. We provided a full years' worth of CEU's to over 50 plumbers from around the Columbiana, Trumbull and Mahoning County areas. I would like to thank Nancy Myers and John LuBonovic for setting up and preparing for this class. I would also like to thank MCCTC for letting us use their facility for the two-day course.

We held our first rabies clinic on August 7<sup>th</sup> at Angels for Animals from 1:00 p.m. to 3:00 p.m. We were able to administer 182 vaccines thanks to Angels for Animals continued support.

We are currently going through our Solid Waste program survey. This year we have a different inspector from the EPA doing the survey for us. The survey is expected to conclude towards the end of September.

I would like to thank Joe Trocchio from the Ohio EPA for meeting with myself and our entire solid waste team to train us on commercial septic systems.

#### Erica Horner

29 staff members completed CPR Basic Life Support in July, there was a mixture of recertifications and new certifications. This is mandatory for clinical staff and WIC staff members. The training is offered to all MCPH staff members (including non-mandatory) every two years.

We are finally starting to see an increase in the demand for appointments for CDC recommended childhood and adolescent immunizations. We have added two additional clinics in August to assist with the Back-to-School surge for a total of five clinics: two in Austintown, two in Boardman and one in Struthers.

We continue to offer COVID-19 vaccination clinics on Fridays at our main office. Infant/Pediatric clients can be scheduled at our regular child/adolescent clinics however the demand has been very low.

#### Susan Kovach

Due to the lack of vaccine available for Monkeypox, we have been pushing education to Urgent Care Centers and doctors' offices as well as businesses as the opportunity presents itself. Dayton & Montgomery County Public Health was kind enough to share a great flyer that they created with our office to help our education efforts.

#### Cynthia Grier

Tuesday, August 9<sup>th</sup> was the annual End of Summer Workshop for the Community Health Workers and Supervisors. It was held at Mauthe Park in Struthers and we also had a chance to welcome some new agencies and staff. Special thanks to Megan Stacy,

HUB Referral Specialist who worked tirelessly to put the event together and make it a special day for all. Gloris Griffin, LPCC-S, was the featured presenter and her focus was on self-care. CareSource and BrightView Health helped sponsor the event and were available to answer questions and discuss ways to assist our clients.

The HUB is hosting two interns from the Kent State University Trumbull Community Health Worker program – Casey Vaudrin and Cheri Garvin-Dodgson. They will be with us for the next 10 weeks utilizing the skills they have gained in the classroom while gaining valuable insight into both HUB operations and day-to-day work of Community Health Workers.

We anticipate having our HUB CHW training in September. We are working with several new agencies, and there were not all able to hire and onboard staff at the same time. Because this training will be very intensive and will last two weeks, we decided to postpone until we could train everyone together. Not only will they all hear the same thing at the same time, but it will also help to build relationships and a support system for new and existing CHW's. We will update the Board when the training schedule is confirmed.

#### Loretta Floyd-Pleas

Seventy-five percent of the Farmer's Market booklets of vouchers have been distributed to local WIC families. There has been great attendance and participation with the Mobile Farmers Market.

The WIC Nutrition Assessment and Tailoring Study will be conducted for one week at the end of September of the middle of October 2022 at the Youngstown WIC Clinic. The objective of the study is to obtain information about the WIC nutrition risk assessment process and the ways in which program benefits are tailored to address the individual needs of WIC participants. The visit at the WIC clinic will include observations of the clinic flow as well as nutrition risk assessment sessions, and interviews with WIC staff and WIC participants.

Our outreach for July included participation in the MYCAP Community Health Day, the Alta Head Start Open Enrollment and the Glenwood Fresh Market.

#### Scott Bolam

The laboratory continues to provide its' routine testing services as usual.

We had a successful audit of our Ohio EPA drinking water microbiology and chemical certifications on August 10<sup>th</sup>. We are awaiting the final write-up for any corrective actions, but there are no corrective actions needed for our microbiology certification, just some minor changes required for our Nitrate-Nitrite certification.

Our next lab audit is with A2LA on September 22<sup>nd</sup> and 23<sup>rd</sup> for our lead program certification.

#### Dr. Kravec

The conversation regarding vaccines continues. There are some questions regarding Monkeypox and its transmissibility. So far, the case numbers have been very low. The vaccine is not available for the general public. New COVID-19 vaccines will be coming and we are being told that they will contain protection for both old and new strains of the virus.

Ryan Tekac

Health Commissioner Wes Vins and I will be scheduling a meeting with Senator Michael Rulli to discuss House Bill 463 based on the myths and facts presented through AOHC Public Affairs. Once again, this is the bill that directly impacts our shareholders under the District Advisory Council.

During the May Board meeting we discussed creating a yearly budget for a marketing plan with 898 Marketing. This discussion stemmed from a meeting that Tracy and I attended at ODH along with other local health departments from Ohio. The meeting was for LHD PIO teams and how to create a successful marketing plan and use paid media to promote public health. I wanted to discuss with the Board moving forward with budgeting based on the proposal we received. The cost would be close to \$10,000.00 a month if we use the allotted hours each month for agency assistance. During a time where our monthly bank of assistance carries over unused for two months, then we will not be charged for time until we work through the banked hours. A good example of how we are missing opportunities by not having a marketing company was brought up yesterday during our Monkeypox planning meeting where we discussed getting education out to the target population. There are LHD's that are using targeted ads on dating sites and apps that are used by many.

This fall we will start our next five-year Strategic Plan. I would like to thank Bharat for taking our previous internal and external surveys and redeveloping the survey so we will have an opportunity to analyze the data and see progression or areas for improvement. Matt Stefanak, Gene Nixon and I had the opportunity to interview four Kent State MPH students and we have selected Jennifer Patrick as the most qualified candidate to assist Gene Nixon and our team here.

As schools start to reopen and the university comes online, we will continue to keep a relationship with our school systems to ensure they have a trusted resource.

In addition, we have updated our COVID-19 sick time policy here to match CDC's guidance for isolation and Darlene has sent it out to all staff. The changes include quarantine no longer being recommended for being exposed and instead masking for 10 days if exposed to a positive case. Also, those who are sick could also choose to test out of wearing a mask with two negative antigen tests that are taken 48 hours apart starting on day six.

I would like to thank Darlene Sawyers for completing the 2022 AOHC salary survey for MCPH.

I would also like to thank the leadership team for all of their work while I was on vacation and unplugged as it was much needed. I appreciate Erica for taking over the afterhours calls as this was the first time I could leave my phone in the room and enjoy family time.

**VII. Approval of Monthly Expenses**

A. Monthly Expenses

**MOTION**

Mr. Mistovich motioned, Dr. Mosca seconded to approve the monthly expenses as presented.

Motion carried unanimously.

B. Contracts

- 1) Youngstown City Health District, COVID-19 Enhanced Operations 2022 Grant, \$54,300.00

**MOTION**

Mr. Mistovich motioned, Dr. Mosca seconded to approve the contract with Youngstown City Health District as presented.

Motion carried unanimously.

- 2) Mahoning County Solid Waste Management District, EPA Mosquito Grant, \$9,000.00

**MOTION**

Dr. Miladore motioned, Mr. Mistovich seconded to approve the contract with the Mahoning County Solid Waste Management District as presented.

Motion carried unanimously.

- 3) The Baldwin Group, HDIS Maintenance Agreement, \$5,682.78

**MOTION**

Mr. Mistovich motioned, Dr. Miladore seconded to approve the contract with The Baldwin Group as presented.

Motion carried unanimously.

- 4) Jeff L. Ellis Construction, Snow Removal Services, \$5,000.00

**MOTION**

Dr. Miladore motioned, Mr. Mistovich seconded to approve the contract with Jeff L. Ellis Construction as presented.

Motion carried unanimously.

- 5) Western Reserve Flag and Sports, Flagpole and Two Flags for 50 Westchester, \$7,895.00

**MOTION**

Mr. Mistovich motioned, Dr. Mosca seconded to table the approval of this contract for further conversation.

Motion carried unanimously.

- 6) MYCAP, CDC Community COVID-19 Response Grant, \$18,750.00
- 7) Mercy Health Youngstown, LLC, CDC Community COVID-19 Response Grant, \$18,750.00
- 8) Alta Care Group, Inc., CDC Community COVID-19 Response Grant, \$18,750.00
- 9) Akron Children's Hospital – Mahoning Valley, CDC Community COVID-19 Response Grant, \$18,750.00

**MOTION**

Mr. Mistovich motioned, Dr. Miladore seconded to approve the contracts for with MYCAP, Mercy Health Youngstown, LLC, Alta Care Group, Inc., and Akron Children's Hospital – Mahoning Valley as presented.

On roll call the vote was as follows:

Mr. Mistovich Yes  
Mrs. Fisher Yes

Dr. Miladore Yes  
Dr. Mosca Abstain  
Mr. Perry Yes

Motion carried.

10) April Young, Queens Village Facilitator Services, \$24,000.00

**MOTION**

Dr. Miladore motioned, Mrs. Fisher seconded to approve the contract with April Young as presented.

Motion carried unanimously.

**VIII. Personnel Actions**

**A. Resignation – D. Kuzniak**

Dr. Mosca motioned, Mrs. Fisher seconded to accept the resignation of Dawn Kuzniak with regrets as presented.

Motion carried unanimously.

**B. Appoint – Full-Time HUB Operations Coordinator**

**MOTION**

Dr. Mosca motioned, Mrs. Fisher seconded to appoint Ryan Seiple as full-time HUB Operations Coordinator as presented.

Motion carried unanimously.

**C. Executive Session**

**MOTION**

Dr. Miladore motioned, Mrs. Fisher seconded to enter into Executive Session at 9:40 a.m.

**D. Exit Executive Session**

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to exit Executive Session at 10:30 a.m.

Motion carried unanimously.

**XI. Adjournment**

**MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to adjourn the meeting at 10:30 a.m.

Motion carried unanimously.



**MAHONING COUNTY PUBLIC HEALTH**

**PERSONNEL COMMITTEE MEETING**

**AUGUST 15, 2022**

**4:00 P.M.**

**Mahoning County Public Health**

**50 Westchester Drive**

**Youngstown, Ohio 44515**

**MINUTES**

Board members present:      Mr. Len Perry  
   Dr. Nancy Mosca

Staff present:                      Ryan Tekac  
   Ed Janik

Meeting called to order at 4:00 p.m.

At 4:01 p.m. Dr. Mosca made a motion to enter executive session to consider the appointment, employment, discipline, or compensation of public employees, or to discuss pending or imminent court action, collective bargaining matters, or security matters.

The motion was seconded by Mr. Perry.

Mr. Perry made a motion to leave executive session at 4:32 p.m. The motion was seconded by Dr. Mosca.

Upon leaving executive session the Personnel committee stated that they would make recommendations related to the appointment, employment, discipline, and compensation of public employees during the next regular meeting of the Board of Health on August 17, 2022.

A motion to adjourn was made by Dr. Mosca, seconded by Mr. Perry at 4:33 p.m.

**MAHONING COUNTY PUBLIC HEALTH**

**FINANCE COMMITTEE MEETING**

**August 16, 2022**

**8:30 A.M.**

**Canfield Fairgrounds Administration Building**

**7265 Columbiana-Canfield Road**

**Canfield, Ohio 44406**

**MINUTES**

Board members present: Mrs. Bev Fisher  
Dr. Michael Miladore

Staff present: Ryan Tekac  
Ed Janik

Meeting called to order at 8:30 a.m.

The Finance Committee reviewed the budget changes for Board approval, the proposed immunization fee adjustments for the Nursing Division, the 2023 Revenue Budget, the resolution to create a new fund for the March of Dimes grant and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting August 16, 2022:

Contracts:

- Youngstown City Health District, COVID-19 Enhanced Operations 2022 Grant, \$54,300.00
- Mahoning County Solid Waste Management District, EPA Mosquito Grant, \$9,000.00
- The Baldwin Group, HDIS Maintenance Agreement, \$5,682.78
- Jeff L. Ellis Construction, Snow Removal Services, \$5,000.00
- Western Reserve Flag and Sports, Flagpole and Two Flags for 50 Westchester, \$7,895.00
- MYCAP, CDC Community COVID-19 Response Grant, \$18,750.00
- Mercy Health Youngstown, LLC, CDC Community COVID-19 Response Grant, \$18,750.00
- Alta Care Group, Inc., CDC Community COVID-19 Response Grant, \$18,750.00
- Akron Children's Hospital – Mahoning Valley, CDC Community COVID-19 Response Grant, \$18,750.00
- April Young, Queens Village Facilitator Services, \$24,000.00

Meeting adjourned at 10:20 a.m.