

**Minutes of the  
Mahoning County Public Health  
Board Meeting  
February 15, 2023  
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on February 15, 2023, at 8:00 a.m. at the offices of Mahoning County Public Health, 50 Westchester Drive, Youngstown, Ohio 44515.

**I. Pledge of Allegiance**

**II. Roll Call**

<u>Present</u>	<u>Present via GoToMeeting (not voting)</u>
Mrs. Bev Fisher	Mr. Len Perry
Dr. Nancy Mosca	Dr. Michael Miladore
Mr. Joe Mistovich	

Staff Present: Ed Janik, Colton Masters, Cathy Hergenrother, Susan Kovach, Erica Horner, Cynthia Grier, Scott Bolam, Dr. Kravec, Briana Musolino, Shannon Sellards, Cory Powell, Julie Thompson, Ryan Tekac

Public Audience: Tom Costello, Scott Williamson

**III. Minutes**

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the minutes of the 1/11/23 Board meeting as presented.

Motion carried unanimously.

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the minutes of the 1/9/23 Personnel Committee meeting as presented.

Motion carried unanimously.

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the minutes of the 1/10/23 Finance Committee meeting as presented.

Motion carried unanimously.

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

**A. Board Order #EH-BO-2023-01 – Edwards (Smith Twp.)**

Ms. Musolino explained that this is a vacant property in Smith Township with a house and accessory building creating a public health nuisance because the structures are in a condition that are not weather-tight and/or rodent proof. Also, the accessory building was observed to be in a condition that could potentially be

dangerous to life and/or health. Solid waste has been observed throughout the mentioned structures and scattered all over the outside premises of the property.

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the sanitarian’s recommendation for Board Order #EH-BO-2023-01 as presented:

In accordance with the Nuisance Abatement Code, Section 6.1 and O.R.C. §3707.01, declare the house and accessory building a public nuisance and order the same:

- condemned as dangerous to life or health;
- placarded; and
- to remain vacant until the nuisance is abated.

In accordance with the Nuisance Abatement Code, Section 6.2, declare the dwelling/dwelling unit unfit for human habitation and unsafe.

Motion carried unanimously.

**B. Board Order #SW-BO-2023-02 – LeMasters (Smith Twp.)**

Ms. Sellards explained that the owner of the property has failed to dispose of all solid waste located on the property which constitutes a violation of the Ohio Administrative Code 3745-27-05(D), Ohio Revised Code 3734.03 and the Mahoning County District Board of Health Nuisance Abatement Code, Sections 4.1.7 and 4.1.8.

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the sanitarian’s recommendation for Board Order #SW-BO-2023-02 as presented:

In accordance with the Ohio Administrative Code 3745-27-05(D), and Ohio Revised Code 3734.03 and Mahoning County District Board of Health Nuisance Abatement Code Sections 4.1.7 and 4.1.8, declare the property a public nuisance and order the same:

- unsafe which creates a public health nuisance;
- placarded;
- abated immediately, but in no longer than five (5) days; and

In accordance with the Nuisance Abatement Code, Section 6.1, declare the property unsafe and a public health nuisance.

Motion carried unanimously.

**V. New Business**

**A. 2023 Budget Changes for Board Approval**

Mr. Janik explained that there are three on the list this month. There is a small budget addition for the WIC grant and the other two amounts are for document imaging to start to get this place cleaned up as you will see a contract for later on the agenda.

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the 2023 Budget Changes as presented.

Motion carried unanimously.

B. Resolution #RES-EH-2023-001 – Authorizing MCPH to Apply for, Accept and Enter a WPCLF Agreement

Mr. Masters explained that we are required to pass this resolution to receive funding from the EPA for WPCLF monies for homeowners to repair/replace failing septic systems. Unfortunately, this year our funding was cut to \$100,000.00 as the EPA's funding was cut and they had to make adjustments across the state.

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the Resolution #RES-EH-2023-001 – Authorizing MCPH to Apply for, Accept and Enter a WPCLF Agreement as presented.

On roll call the vote was as follows:

- Mr. Mistovich Yes
- Mrs. Fisher Yes
- Dr. Mosca Yes
- Mr. Perry Unable to vote but in full support of the Resolution
- Dr. Miladore Unable to vote but in full support of the Resolution

Motion carried.

**VI. Reports**

A. Committee

Dr. Miladore reported that the Finance Committee met yesterday and started the 2023 review of finances, and all is in good order so far. The committee discussed bringing all purchases less than \$2,500.00 (the contract amount that requires Board approval) quarterly to the committee to keep an eye on things overall for a better understanding of all finances.

Mr. Mistovich reported that the Personnel Committee met Monday and reviewed all of the actions listed under Personnel and will have motions to come accordingly.

B. Division/Program

Daljeet Dhillon (reported by Julie Thompson)

WIC is one of the nation's largest federal nutrition programs, providing healthy foods, nutrition education, breastfeeding counseling and support, and healthcare and social service referrals to more than [6 million](#) women and young children in 2022. WIC was established **in 1974** to safeguard the health of low-income women, infants, and children up to age 5 who are at nutritional risk.

WIC Benefits Breakdown

Food package for infants and children/monthly	Food package for women/monthly
Breastfed bay 6-12 months old \$64.00	Pregnant women \$101.00
Children 1-5 years old \$75.00	Postpartum Women \$87.00
	Exclusively Breastfeeding mother \$128.00

Two YSU students from the Dietetic Future Model Program are rotating at Austintown and Boardman WIC clinics from 1/24/23 to 3/2/23. Students will work on a QIA project: observing the time it takes to complete a certification/recertification in each category in WIC clinics.

Case load/Total number of active participants in the WIC program in January 2023 was 3609, which is an increase of 30 participants from December 2022.

Breastfeeding rates: women Initiated breastfeeding 49.33%, women currently breastfeeding 28.26%, current numbers are lower than the state levels.

Collaboration: The WIC Program's focus is on collaborating with different divisions of MCPH and other community agencies. Currently updating memorandum of understanding with community agencies.

Clinic changes: as of 2/1/2023 Austintown WIC Clinic will be open on Tuesday, Wednesday, and Friday. On Mondays and Thursdays Austintown WIC staff will assist at other clinics.

#### Ed Janik

Working on financial reports now; the AFR for ODH so that we receive state subsidies. Also, the financial statement for the Annual Report. Darlene is working on the report for the State Auditors. We received a \$1,000.00 mini grant from PEP for safety upgrades we have made throughout the year. We are working on an MOU with the Union for the two community outreach workers at the HUB because the HUB has received a grant from the CDC which stipulates that they must receive a bonus once a month for attending a meeting with other community outreach workers from around the state, but the current bargaining unit agreement prevents bonus payments to select members.

#### Colton Masters

We have applied for the 2023 OEPA Mosquito Control Grant again this year. We have been fortunate to have been awarded this grant for the past three years, but we will not know if we will get it again this year until sometime in April. We have started reaching out to local universities to try to recruit interns for the summer program which will focus not just on mosquitoes, but also on ticks. If the full requested amount of the grant is received, these interns will be paid an hourly rate. If we are not selected for the grant, then the interns will not be paid positions.

We are in the process of food license renewal applications, and we are approaching the end of the food inspection year (which ends on February 28th). We are on track to have all the food inspections done by this date.

We have officially closed the 2021 WPCLF grant, and I would like to thank Kylie Knight, Dan Hutton, Kathy Affagato and Ed Janik for all their assistance with this. I would also like to thank Adam Pierce with the EPA, for working with us to make sure we were best able to help the citizens of Mahoning County.

On the subject of WPCLF, the 2022 Contractor Bid packets open this Friday, the contractors are given 45 days to bid, at which point the department will choose the "best" and "lowest" bid and present these to the Board. There are a total of three jobs, which consist of two to three repairs each (a total of seven properties will directly benefit from this funding).

As mentioned earlier, we were also awarded the amount of \$100,000 for the 2023 WPCLF grant. This is very exciting for our department, as we are going to again be able to help citizens in the county, and through our O&M program, we have had many people show interest and need. Some of the funding sources for the EPA were reduced, so the available funding that was distributed across the state was dramatically reduced. Around 75 departments applied for the available funding, and many of them got less than \$100,000 so we were fortunate to receive the amount we did.

This month I really wanted to acknowledge all the members of the sewage team. With the recent derailment of the train in Columbiana County, our division was asked for aid to help with the water sampling efforts. I immediately sat down with several members of the sewage team and worked out a plan for who would need to respond. I believe that we were very fortunate that we had so many people raise their hands and volunteer to respond. This rapid response and eagerness to help really showcases the team mentality of our division. Ultimately, we sent Dan Hutton and Kyle Gabrick to assist with the sampling efforts, but they were not the only ones to step up. In their absence, we had several team members take on extra responsibilities and phone calls to ensure that we maintained our service to the public. I would like to express my thanks and gratitude to this team for all their hard work.

Cathy Hergenrother

With the start of the new year, The HUB has experienced exponential growth in 2023.

Allow me to share:

- The HUB began 2023 with onboarding and the training of **three new staff**
- Training of **21 new care coordinators** will ultimately become certified CHWs
- Representing **11 care coordination agencies** from **three counties-Mahoning, Trumbull, Columbiana**
- Additional **seven other community partners**.

Training and Educational Manuals were created for the onboarding of CHWs and were designed to clarify and better educate them in the PCHI Model. (Pathways Community HUB Institute).

A meeting was secured with Congressman Bill Johnson and his staff at the Board of Health Conference Room to discuss the needs of the HUB participants on the federal level and the social determinants of health that affect our area. Additionally, other state representatives will be meeting with the HUB Director and MCPH's Special Projects Fiscal Manager, Lori Keller to discuss ideas of how the state can help with the needs of the tri-county area.

The HUB is currently hosting a Kent State University intern.

I would like to thank Lori Keller, Ed Janik, and Ryan Tekac for their help in executing contracts with seven Managed Care Plans.

Thank you, Carrie Hagan and Kathy Affagato for your help and support for the five different grants that fund the HUB.

Susan Kovach

Two public health nurses, one from MCPH and one from Youngstown City Health District, attended the January pediatric high risk asthma clinic at Akron Children's and received two referrals. They will be going out next week for the home visit.

There has been a significant drop in influenza cases since Christmas.

The PHEP tabletop exercise on January 25<sup>th</sup> went well. We have new EMA chiefs, a new HAZMAT chief and had the opportunity to have open dialogue so that we know who to contact in such an event (the exercise was a radiological exposure).

#### Erica Horner

The demand has significantly decreased for COVID primary series completions, boosters, and bivalent boosters. In 2022, we administered a total of 2,120 COVID vaccinations which is a combination of primary series, first series boosters, and then bivalent boosters. Over 90% of the vaccinations administered were considered booster doses. We have continued our dedicated Friday COVID clinics in January and February 2023. However, the number of individuals scheduling has dwindled each week: in January we administered 59 total for the month (four clinics) and in February thus far only eight vaccinations for the 02/03 clinic, and two scheduled for the 02/10 clinic. We will plan to phase out the Friday clinics and starting in March will offer COVID vaccinations during our regular child/adolescent and adult immunization clinics. If demand does start to increase or there are any changes/updates from CDC, we will evaluate and restart COVID dedicated clinics as needed.

We continue our wellness events in collaboration with the Mahoning County Mental Health and Recovery Board at businesses, organizations, or educational settings. We started the year off with a brand-new connection at Raphael's Beauty School on January 26, 2023. Public Health Nurses Allison Wendt and Rachel Jackson partnered with MCMHRB staff to present the importance of mental health, how it relates to preconception health, safe management of stress through self-care activities, chronic health conditions and treatment resources available throughout Mahoning County. 43 students attended and were all within our target population (non-pregnant females ages 18-44). This event was well received by the school, staff discussed all of our MCPH services, and the director indicated they would be open to having other services provided to their students/staff such as immunization clinics, naloxone distribution just to name a few.

#### Cynthia Grier

Black History Month and American Heart Month recognition – as part of Health Equity, emails are being sent throughout the month focusing on information and events surrounding current topics.

Bridges Out of Poverty certification training requested – this would be an asset to MCPH but also to our partner agencies.

I have now moved to my permanent office and am able to set up a library with books and videos for staff to borrow.

#### Scott Bolam

The laboratory has been working with Columbiana County Health Department in relation to the train derailment in East Palestine.

Although our lab does not test for the chemicals of concern from the accident, we contract with Summit Environmental Technologies in Akron to perform this type of testing for us.

In addition to the larger list of testing we are working to test for Columbiana County, I requested a cost breakdown of the chemicals of concern that were on the train, so we can provide that information to concerned citizens of Mahoning County.

The following is a breakdown of cost:

<b>Volatile Organic Compounds</b>	<b>\$125.00</b>
-Vinyl Chloride	
-Benzene	
-Isobutylene	
-2-Ethylhexyl Acrylate	
<b>Glycols</b>	<b>\$200.00</b>
-Propylene Glycol	
-Diethylene Glycol	
-Polypropylene Glycol	
n-Butyl Acrylate	\$100.00
Ethylene Glycol Monobutyl Ether	<u>\$150.00</u>
<b>Total Cost</b>	<b>\$575.00</b>

Dr. Kravec

Mercy labs are seeing a lot of requests for testing for chemicals due to the train derailment in East Palestine. The CDC is supposed to be making a decision on whether you have to receive the primary series before receiving a bivalent vaccine.

Ryan Tekac

We presented to the community our CHIP priority areas and strategies developed from the Community Health Assessment on February 9th at the B&O Station. The event was not only a presentation to the community, but we took advantage of turning this into a health resource fair for partner agencies to set up information booths to promote services that are being offered in our community. The event was attended by the public, very similar to previous CHIP presentations, but the positive highlight of the event includes agencies getting the opportunity to visit booths and make connections. In addition, agencies that traditionally have not been involved in the CHIP also signed up to be included in future work.

We have started production of our video content with 898 Marketing with a focus on four separate programs three of which relate to Maternal and Child health and the fourth being our TB program. I want to thank Tracy Styka and the PIO Team for working with the staff and preparing them for their on-camera cameos which included Cora Lewis, Shawn Hunter-Little, Daljeet Dhillon, and Cathy Hergenrother. We look forward to the content and we will continue to work throughout this year with 898 with other public health content.

As we continue with our goal to inform the public and the community on Public Health and services that we have to offer. I wanted to inform the Board that we have joined the Youngstown Warren Regional Chamber. The nominal cost of the

membership outweighs the benefits received from being a member and I am hoping this provides us the collaborative approach to convey health considerations across sectors to improve the health of our community. This also gives us additional exposure to promote services through business partners for their employees. Some additional perks include joining in their lattes and legislature meetings, free access to the Jobs Now through WKBN who will film and promote available jobs that we have to offer along with showcasing public health. We also have access to five free drug screenings for new employees.

I want to recognize our Environmental Health Team, and Lou Vega from the Green Team. This past month there were two separate incidents that occurred at and near Carbon Limestone landfill. There was a leachate force main discharge on the landfill property after their leachate pretreatment plant which created an overflow onto the ground and into surface water. Coincidentally there was also a backup/ blockage in the sanitary line that transports the leachate to the Lowellville treatment plant, resulting in a neighbor's basement being flooded on Stymie Road. Amy Holinbaugh was quickly out onsite and in constant contact with the homeowner, EPA, and the landfill to ensure the problem was handled correctly. The landfill is working with the homeowner to remediate and restore his basement. In addition, Trustee Ungaro reached out and inquired about sampling wells on Stymie Road to ensure residents wells were not impacted from the leachate spill. Lou Vega was able to restore the additional \$29,000 to support well sampling on Stymie. Amy hand delivered letters on Friday informing the residents of this opportunity and Scott was able to send his team out to sample seven private water systems that opted to take advantage of this sampling event. Trustee Ungaro of Poland Township thanked our team for acting swiftly at the local level and noted that it's a great example on how agency communication and cooperation works to ensure our community is served.

The DAC meeting is taking place on March 2nd at 7:00 pm. I want to thank DAC Chair Tom Costello for allowing us to host the meeting here in our conference room. The Leadership team is invited to attend along with members of the Board.

Lastly I want to thank everyone for their dedicated work and I want to especially recognize Dan Hutton, Kyle Gabrick, and Scott Bolam. All have answered the calling for their assistance to Columbiana County Health District and their response the train derailment in East Palestine.

#### Public Comment

Mr. Williamson expressed his concerns regarding the train derailment in East Palestine as a Mahoning County resident who lives in close proximity to the site.

He wondered if there was going to be more information given to the public regarding the fallout of the train derailment? Are there concerns about the particles from the controlled burn landing in swimming pools? On wood piles that people use to burn for heat? Are the particles able to get into the drinking water? What happens when they get into surface water?

The Board agreed that these are valid questions but we only know what federal and state officials are telling us and that is the information being shared with people who contact our office.



Mr. Williamson explained that he feels that this should have been declared a federal disaster.

The Board acknowledged Mr. Williamson's concerns but that is a federal decision and not one MCPH is able to make.

Mr. Williamson thanked the Board for hearing his concerns and allowing him the opportunity to speak to them.

The Board thanked Mr. Williamson for coming to the meeting with his concerns and reinforced reaching out to Mr. Masters or Mr. Bolam with any additional questions.

**VII. Approval of Monthly Expenses**

A. Monthly Expenses

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the monthly expenses as presented.

Motion carried unanimously.

B. Contracts

- 1) Care Coordination Systems, LLC, HUB Software Program, \$40,000.00
- 2) Direction Home of Eastern Ohio, HUB Outcomes Payment, \$55,000.00
- 3) Family and Community Services, Inc., HUB Outcomes Payment, \$155,000.00
- 4) Mahoning County Solid Waste Management District, Language Change Only, \$9,000.00
- 5) Medical Record Services, LLC, HIPAA Consultant, \$4,800.00
- 6) Jensen Lock and Alarm, Three Additional Door Swiper Locks, \$3,414.00
- 7) Torres Painting, Painting of Suites 104, 105 and 106, \$3,300.00
- 8) GBS, Document Conversion Services, \$150,000.00

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the eight contracts above as presented.

Motion carried unanimously.

**VIII. Travel**

A. Official Travel and B. Continuing Education

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the Official Travel and Continuing Education as presented.

Motion carried unanimously.

**IX. Personnel Actions**

A. Resignation – J. Holloway

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to accept the resignation of Jeffery Holloway as presented, with regrets.

Motion carried unanimously.

B. Resignation – K. Simon

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to accept the resignation of Kelsey Simon as presented, with regrets.

Motion carried unanimously.

C. Retirement – B. Christensen

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to accept the retirement of Brenda Christensen as presented with regrets.

Motion carried unanimously.

D. Appoint – Full-Time Nutrition Educator/Breastfeeding Coordinator

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to appoint Michelle Rovnak as a full-time Nutrition Educator/Breastfeeding Coordinator at a pay rate of \$32.77/hour as presented.

Motion carried unanimously.

E. Permission to Hire – Health Professional RD/LD, Public Health Nurse, WIC Health Assistant

F. Permission to Post/Advertise/Hire – Community Health Education Specialist

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to give permission to the Health Commissioner to hire a Health Professional RD/LD, Public Health Nurse and WIC Health Assistant should the opportunity present itself before the next Board meeting. The Board also gives permission to post/advertise for a Community Health Education Specialist as well as to hire for that position should the opportunity present itself before the next Board meeting.

G. Memorandum of Understanding with A.F.S.C.M.E. Local 3759

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to enter into a memorandum of understanding with A.F.S.C.M.E. Local 3759 regarding bonus payments for the two community outreach workers for attending monthly state meetings as the grant requires and stipulates that they be compensated for.

Motion carried unanimously.

Before the meeting adjourned, the Board congratulated Dr. Kravec for receiving the NEOMED Alumni Association Distinguished Service Award for his service to the medical school and to our community – it is well deserved!

**X. Adjournment**

**MOTION**

Mr. Mistovich motioned, Dr. Mosca seconded to adjourn the meeting at 9:43 a.m.

Motion carried unanimously.

**MAHONING COUNTY PUBLIC HEALTH**

**PERSONNEL COMMITTEE MEETING**

**FEBRUARY 13, 2023**

**4:00 P.M.**

**Mahoning County Public Health**

**50 Westchester Drive**

**Youngstown, Ohio 44515**

**MINUTES**

Board members present: Dr. Nancy Mosca  
Mr. Joe Mistovich

Board members present via GoToMeeting: Mr. Len Perry

Staff present: Ryan Tekac  
Ed Janik

Meeting called to order at 4:15 p.m.

At 4:16 p.m. Mr. Mistovich 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 Dr. Mosca.

Mr. Mistovich made a motion to leave executive session at 4:55 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 February 15, 2023.

A motion to adjourn was made by Mr. Mistovich, seconded by Dr. Mosca at 4:59 p.m.

**MAHONING COUNTY PUBLIC HEALTH**

**FINANCE COMMITTEE MEETING**

**February 14, 2023**

**8:30 A.M.**

**Canfield Fairgrounds Administration Building**

**7265 Columbiana-Canfield Road**

**Canfield, Ohio 44406**

**MINUTES**

Board members present: Mrs. Bev Fisher

Board members present via GoToMeeting: Dr. Michael Miladore

Staff present: Ryan Tekac  
Ed Janik

Meeting called to order at 8:40 a.m.

The Finance Committee reviewed the budget changes for Board approval, the Resolution authorizing MCPH to enter into a WPCLF agreement and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting February 15, 2023:

- Care Coordination Systems, LLC, HUB Software Program, \$40,000.00
- Direction Home of Eastern Ohio, HUB Outcomes Payment, \$55,000.00
- Family and Community Services, Inc., HUB Outcomes Payment, \$155,000.00
- Mahoning County Solid Waste Management District, Language Change Only, \$9,000.00
- Medical Record Services, LLC, HIPAA Consultant, \$4,800.00
- Jensen Lock and Alarm, Three Additional Door Swiper Locks, \$3,414.00
- Torres Painting, Painting of Suites 104, 105 and 106, \$3,300.00
- GBS, Document Conversion Services, \$150,000.00

Meeting adjourned at 10:10 a.m.