

**Minutes of the  
Mahoning County Public Health  
Board Meeting  
January 11, 2023  
8:15 a.m.**

The Mahoning County Public Health Board held its regular meeting on January 11, 2023 at 8:15 a.m. in the Boardman Rotary Room of the Lariccia Family Community Center at Boardman Township Park, 375 Boardman Poland Road, Youngstown, Ohio 44512.

**I. Pledge of Allegiance**

**II. Roll Call**

Present

Mr. Len Perry  
Dr. Nancy Mosca  
Mr. Joe Mistovich

Present via GoToMeeting (not voting)

Dr. Michael Miladore

Absent

Mrs. Bev Fisher

Staff Present:

Michelle Colon Vale, Cynthia Grier, Cora Lewis, Marie Mayberry, Kelsey Simon, Tracy Styka, Kristy Boyles, Genevieve Bufano, Kyle Gabrick, Thomas Hartzell, Amy Holinbaugh, Dan Hutton, Kylie Knight, John LuBonovic, Kaitlin McNally, Colton Masters, Deanna Maurer, Briana Musolino, Nancy Myers, Steve Napolitano, Megan Nicholson, Dianna Nutt, Cory Powell, Casiera Robich, Shannon Sellards, Sharlene Shebeck, Jason Spencer, Kathy Affagato, Erin Baun, Carrie Hagan, Ed Janik, Lori Keller, Darlene Sawyers, Lisa Wogan, Ryan Tekac, Julie Thompson, Scott Bolam, Gianna Kays, Chris Novak, Bharat Chaturvedi, Brenda Christensen, Braden Froomkin, Erica Horner, Shawn Hunter-Little, Rachel Jackson, Susan Kovach, Monica Macala, Linda Mervin, Debbie Moss, Alexis Stano, Allison Wendt, Sharon Woodall, Diane Zagorsky, Ashley Geer, Cathy Hergenrother, Shyla Montero, Ryan Seiple, Megan Stacy, Sharon Veneskey, Emily Cosma, Daljeet Dhillon, Linda Evans, Wanda Torres, Michelle Arch, Lillian Davila, Rose Fragoso, Cathy Pontino, Michelle Rovnak, Jeffery Holloway, Maria LeBron Ortiz, Melinda Mondok, Melissa Rogers

Public Audience:

**III. Minutes**

**MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to approve the minutes of the 12/14/22 Board meeting as presented.

Motion carried unanimously.

**MOTION**

Mr. Mistovich motioned, Dr. Mosca seconded to approve the minutes of the 12/12/22 Personnel Committee meeting as presented.

Motion carried unanimously.

**MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to approve the minutes of the 12/13/22 Finance Committee meeting as presented.

Motion carried unanimously.

**IV. New Business**

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

Mr. Janik explained that these are all additions for January. We are setting revenue and expenses for grant activity. Dr. Miladore added that these were reviewed in detail by the Finance Committee.

**MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to approve the 2023 Budget Changes as presented.

Motion carried unanimously.

**B. 2023 Solid Waste Management District Contract**

Mr. Janik explained that this contract for \$220,068.00 is from the Green Team for us to do landfill inspections and groundwater monitoring. The contract dollar amount is the same as last year.

**MOTION**

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

Motion carried unanimously.

**C. Establishment of New Fee – Nursing Division**

Mr. Janik explained that this request is to create a fee for a vaccine called Vaxelis which is a newer combination vaccine for DTaP, polio, HIB, and Hep B approved for ages six weeks through 4 years of age. It is approved for use as a three-dose series. Based on reimbursement rates, we recommend that the fee be set at \$170.00 per dose.

**MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to approve the establishment of a new fee for Vaxelis at \$170.00 per dose as presented.

Motion carried unanimously.

**V. Reports**

**A. Committee**

Dr. Miladore reported that the Finance Committee met yesterday and reviewed the contracts as well as the 2023 budget additions, the contract with the Green Team and the new fee in the Nursing Division. They also discussed revenue intake and would like to recognize Lisa Wogan for the outstanding job she is doing as our new Account Clerk II in working with our Nursing Division and processing insurance billing claims and payments.

Dr. Mosca reported that the Personnel Committee met Monday and reviewed the Nutrition Educator/Breastfeeding Coordinator position and will give the recommendation to approve the hire before the next Board meeting.

B. Division/Program

Colton Masters (submitted electronically)

We are currently in the process of applying for the 2023 Ohio EPA mosquito grant. The submission deadline is at the end of January, but the award will not be awarded until April of 2023. We are actively looking at the idea of advertising for and bringing unpaid interns on board to help with both the mosquito surveillance and Tick collection around the county, regardless of the awarding of the grant.

As of December 31st, all WPCLF septic systems were installed from the 2021 WPCLF year. Many of these installations were delayed due to supply shortages and the contractor's increased workload with O&M. The systems all went in by the deadline and I would like to thank the entire sewage and clerical staff who made sure the contractors returned what we needed them to on time.

We are actively working with the properties selected for 2022 WPCLF funds. There are 8 properties that were approved for funding this round. We are still waiting for the 2023 WPCLF grant results, as we are not yet aware if we are going to be awarded these funds again.

Both a representative from Columbiana County Health District and I met to give presentations on our respective septic system and real estate programs to the Berkshire-Hathaway group on January 6th. This joint presentation helped clarify the differences between our departments and gave us a chance to explain what our expectations are when it comes to real estate transactions in our counties.

This month brings our first year of O&M to a close and I really cannot thank the staff enough for all their hard work. Specifically, I wanted to thank the EH O&M team who have helped at every turn of this process. Steve Napolitano, Dan Hutton, Diana Nutt, Kylie Knight, Jason Spencer, Julie Thompson, Scott Bolam and Ryan Tekac all serve on the O&M team. Nancy Myers, Megan Nicholson and Kathy Affagato, while not directly on the team, have been instrumental in the program's success. All of these people have continually demonstrated the ability to change, adapt and overcome every obstacle we encountered.

When the O&M program was first developed, everyone knew that it was going to be a massive undertaking that was sure to present serious challenges. Some of the challenges were expected, things like IT issues and angry citizens. Others caught many of us off guard, such as duplicate payments, duplicated legal addresses and unique situations that arose with each rollout. Still, we kept our focus and worked as a true "team" to make sure that nothing would stop us or the program. Getting to see people step up and into rolls that no one asked them to, just to make sure every situation was handled, every deadline met and every citizen educated and helped, really showcased our comradery and it makes me proud to say that I get to work beside each and every one of them.

Cathy Hergenrother (submitted electronically)

The HUB began 2023 with a very promising start by achieving a TIER 1 recertification from our governing body referred to as Pathways Community Health Institute (PCHI). Additionally, Mahoning County Public Health and the HUB welcomed 3 new Community Outreach Workers on January 3, 2023. They are Ashley Geer, Shyla Montero, and Sharon Veneskey.

HUB Orientation/Training will begin on January 9, 2023, for 20 Community Health Workers (CHWS). This is an increase in 16 total CHWS. Currently, Mahoning Valley Pathways HUB partners with 11 Care Coordination Agencies, that employ 26.5 Community Health Workers, in 3 counties and collaborate with 6 additional community businesses to help connect our community to a healthier life.

We thank the Board for giving the HUB the opportunity to expand.

Susan Kovach (submitted electronically)

*Influenza Surveillance*

*Hospitalizations:*

Month	Number
October	1
November	37
December	127

*MATH (Managing Asthma Triggers in the Home):*

The brochure has been translated into Spanish and both sent to ACH for approval. We haven't heard back from them yet. We will be purchasing materials by the end of the month and set-up a training with Akron by the end of January.

*Emergency Preparedness:*

RAD Tabletop Exercise on January 25<sup>th</sup> at Mahoning County EMA.

New PHEP grant application has been applied for 2023-24. We are receiving level funding.

The 2022-23 PHEP grant added funding to allow the Emergency Preparedness Coordinator to attend the National Preparedness Summit in April 2023.

Erica Horner (submitted electronically)

2022 MCPH Flu Vaccine Data:

Total number of vaccines administered: 1,385 (adults 91.8% (n=1272); children 6 months-18 years old: 8.16% (n=113); of the 1,385, 39% (n=541) were administered at our MCPH main office clinics

Total number of home visits provided for flu immunizations (Sept-Dec 2022): 45

Total number of clinics: 32 offsite; 7 MCPH main office held until 6PM

2021 MCPH Flu Vaccine Data:

Total number of vaccines administered: 1,506 (adults: 88.5 % (n= 1334); children 6 months-18 years old: 11.4% (n=172)

Total number of clinics: 33

ODH's Integrated Harm Reduction Request for Solicitation posted on 12/22/2022: This is the replacement for the Integrated Naloxone grant that ended 12/31/2022. This is for two fiscal years with project year one 04/01/2023-09/29/2023, year two 09/30/2023-

09/29/2024. Many of the grant objectives/deliverables are similar to the previous grant, there are additional opportunities we are currently reviewing and will be submitting our application by 02/13/2023.

Cynthia Grier (submitted electronically)

The Racial Equity Core Team has completed an Action Plan for what we hope to accomplish this year. The plan has internal and external goals, outcomes and accountability.

Amy Holinbaugh, Environmental Health, is applying for a Transformative Justice Infrastructure Fellowship which will support a cohort of infrastructure-related public sector practitioners to work and learn as a group, offering strategic and holistic support to build capacity and support their leadership.

A calendar will be submitted to Ryan and the Board with possible monthly activities geared towards creating a more equitable environment for staff and visitors at MCPH.

Scott Bolam (submitted electronically)

The laboratory continues to provide its' routine testing services as usual. We are back from the holidays and ready for 2023.

The laboratory will be working with Environmental to provide testing services this year for the Mahoning County O&M program.

On our final count of lead activity for 2022, we did 2677 samples in 2022 vs. 2300 in 2021.

Dr. Kravec

Our focus has been on immunizations throughout the winter. One year ago yesterday was our all-time high hospitalization rate for COVID and this year it remains at a low steady rate.

Ryan Tekac

Our Strategic Plan work continues to move forward and during today's All Staff meeting Gene Nixon, Jennifer Patrick, Bharat and I will present on the highlights of both the internal and external survey in terms of our outcomes and areas in which we need to make adjustments for improving. Overall, the internal survey is very positive and Gene, a retired health commissioner, is impressed with the overall satisfaction of our staff and that is an area we should be proud of. As stated before we do need to work on tearing down internal silos and it's a step forward today with having our All Staff meeting. In terms of the external survey, the one very glaring area that we need to work on is education and promotion of our services under the brand of Mahoning County Public Health. The good news is we are currently working with 898 Marketing to develop a plan to promote public health and the quality services that we have to offer. Our PIO team has kicked off our first meeting with the 898 team and we will continue to work with them through the 2023 year.

After today's meeting and input on developing strategies from our entire staff, the Strategic Plan core team will continue our work to develop a timely Strategic Plan and Gene will also afford our staff the opportunity to further express concerns in focus groups and discuss any further areas for improvements.

In addition, we have some other irons in the fire for ways we could promote education and MCPH services. Those meetings will be taking place with our Maternal and Child Health leadership staff and key PIOs who will listen to a presentation from representatives from UbiCare. UbiCare is a service where clients receive predeveloped and reviewed education on a set cadence for certain topics. Pregnancy would be the best example where pregnant moms would receive an email or text message with information based in important topics that moms need to know while caring for themselves and their developing fetus. It is important to note the information would be standard information that all moms receive but branded to MCPH UbiCare is currently being used by Akron Children's Hospital and I want to thank Dr. Manning and Dr. Rossi for bringing this opportunity to my attention. Stay tuned as we hear more about this opportunity and how it could benefit our health department.

We will be presenting to the community our CHIP priority areas and strategies developed from the Community Health Assessment. The event will not only be a presentation to the community, but Health Commissioner Erin Bishop and I agreed that we should allow for our partner agencies to setup information booths to promote services that are being offered in our community. The event will take place at the B&O Station on February 9th from 1:00 p.m. until 7:00 p.m. with two CHIP presentations for the public.

I know the format of the meeting is different today and it's often we hear thanks and praises from our leadership team about staff who have excelled or have gone out of their way with an achievement. Today we all need to thank the Board for their support over the years and especially listening to our needs to grow in services and staff, develop our staff which leads to internal promotions and to improve our building environment. We thank you for that support and trust in our entire team.

Lastly and always, I want to thank the entire staff for their hard work and dedication to promote public health services to our community. Your work never goes unnoticed.

## **VI. 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) Utica Shale Academy of Ohio, HUB Outcomes Payment, \$20,000.00
- 2) Trumbull Community Action Program (TCAP), HUB Outcomes Payment, \$10,000.00
- 3) J.C.M. Contracting, Inc., Fire Hydrant Repair or Replacement at 50 Westchester, \$6,725.00

#### **MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to approve the three contracts as presented.

Motion carried unanimously.

## **VII. Personnel Actions**

A. Permission to Hire – Nutrition Educator/Breastfeeding Coordinator

**MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to give permission to the Health Commissioner to hire a full-time Nutrition Educator/Breastfeeding Coordinator before the next Board meeting should the opportunity present itself.

Motion carried unanimously.

**XI. Adjournment**

**MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to adjourn the meeting at 8:46 a.m.

Motion carried unanimously.

**MAHONING COUNTY PUBLIC HEALTH**

**PERSONNEL COMMITTEE MEETING  
JANUARY 9, 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

Staff present:                 Ryan Tekac  
  Ed Janik

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

At 4:02 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.

Dr. Mosca made a motion to leave executive session at 4:19 p.m. The motion was seconded by Mr. Mistovich.

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 January 11, 2023.

A motion to adjourn was made by Dr. Mosca, seconded by Mr. Mistovich at 4:21 p.m.



**MAHONING COUNTY PUBLIC HEALTH**

**FINANCE COMMITTEE MEETING**

**January 10, 2023**

**10:00 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 10:00 a.m.

The Finance Committee reviewed the budget changes for Board approval, the Solid Waste Management District contract, the establishment of a new fee in the Nursing Division and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting January 11, 2023:

- Utica Shale Academy of Ohio, HUB Outcomes Payment, \$20,000.00
- Trumbull Community Action Partnership (TCAP), HUB Outcomes Payment, \$10,000.00
- J.C.M. Contracting, Inc., Fire Hydrant Repair or Replacement at 50 Westchester, \$6,275.00

Meeting adjourned at 11:00 a.m.