

**Minutes of the
Mahoning County Public Health
Board Meeting
January 21, 2026
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on January 21, 2026, 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

Present

Mrs. Bev Fisher
Mr. Joe Mistovich
Mr. Andy Frost, III

Present Virtually (not voting)

Dr. Michael Miladore

Absent

Dr. Len Perry

Staff Present:

Carrie Hagan, Colton Masters, Cathy Hergenrother, Savannah Pacora, Susan Kovach, Daljeet Dhillon, Scott Bolam, Kristy Boyles, Nathaniel Locke, Kerri Ray, Kristan Santos, Dr. Jim Kravec, Julie Thompson, Ryan Tekac

Public Audience:

Monica Deavers

III. Minutes

MOTION

Mr. Frost motioned, Mrs. Fisher seconded to approve the minutes of the 12/17/25 Board meeting as presented.

Motion carried unanimously.

MOTION

Mr. Frost motioned, Mrs. Fisher seconded to approve the minutes of the 12/15/25 Personnel Committee meeting as presented.

Motion carried unanimously.

MOTION

Mrs. Fisher motioned, Mr. Frost seconded to approve the minutes of the 12/16/25 Finance Committee meeting as presented.

Motion carried unanimously.

IV. Special Requests/Subdivision Requests/Board Orders

A. Board Order #SW-BO-2026-001 – Steed Family Properties (Smith Twp.)

Ms. Boyles explained that this is a solid waste nuisance involving open dumping, where the property owner has failed to remove, dispose of, or properly manage solid waste, creating a public health nuisance and a safety hazard. The owner has failed to

comply with multiple abatement notices and did not appear at the Health Commissioner hearing.

MOTION

Mrs. Fisher motioned, Mr. Frost seconded to approve the sanitarian’s recommendation for Board Order #SW-BO-2026-001 as presented:

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

- placarded
- abated within 10 days

Motion carried unanimously.

V. Old Business

A. 2026 Food Service and Retail Food Establishment Fees – 3rd Reading

Mr. Masters explained that this is the third and final reading of the fees. The public hearing was held on December 10th. The fees are increasing this year, but they are in line with the increase in 2024.

PROPOSED FEES FOR FOOD SAFETY PROGRAM OPERATIONS

(Total fee does not include the remittance fees)

COMMERCIAL & RETAIL FOOD OPERATIONS

		<u>2026 Fees</u>
LEVEL I	<25,000 sq. ft.	\$258.00
LEVEL II	<25,000 sq. ft.	\$290.00
LEVEL III	<25,000 sq. ft.	\$557.00
LEVEL IV	<25,000 sq. ft.	\$707.00
LEVEL I	>25,000 sq. ft.	\$373.00
LEVEL II	>25,000 sq. ft.	\$393.00
LEVEL III	>25,000 sq. ft.	\$1398.00
LEVEL IV	>25,000 sq. ft.	\$1483.00
VENDING OPERATIONS		\$19.60
MOBILE OPERATIONS:		
	High Risk	\$152.00
	Low Risk	\$76.00
TEMPORARY OPERATIONS (PER EVENT)		\$133.00

MOTION

Mrs. Fisher motioned, Mr. Frost seconded to approve the 2026 Food Service and Retail Food Establishment Fees as presented.

Motion carried unanimously.

B. Rescind Approved Changes to MCPH Sanitary Requirements and Policies for Tattoo and Body Piercing Establishments

Mr. Tekac explained that after reviewing the statutes with Atty. Tusek, it was determined that we did not follow the proper procedure for three readings and public notification when adopting changes to our local regulations. For compliance with the statute, we are asking to rescind the approval from last month and have the first of three readings today.

MOTION

Mr. Frost motioned, Mrs. Fisher seconded to rescind the approval of the changes to the MCPH Sanitary Requirements and Policies for Tattoo and Body Piercing Establishments as presented.

Motion carried unanimously.

VI. New Business

A. Budget Changes for Board Approval

Mrs. Hagan explained that this is the typical January activity. We have to set up both expense and revenue budgets for all grants for 2026. We also need to return the cash advances we made in December to the general fund. The State Auditor's Office requires that grants cannot have a negative balance at the end of the year. There are also budget additions needed for various funds at the beginning of the year, because when we do budgets in the fall, we must make sure our projected expense budgets do not exceed our projected revenue budgets. So, we tap into our cash balance that rolled over to cover the projected expenses we'll need throughout the year.

MOTION

Mrs. Fisher motioned, Mr. Frost seconded to approve the Budget Changes for Board Approval as presented.

Motion carried unanimously.

B. Resolution to Create a New Fund – Community and Faith-Based Infant and Maternal Health Support Services

Mrs. Hagan explained that it is a requirement of the County Auditor's office that the Board needs to pass a resolution establishing a new fund whenever we receive new monies for state or federal grants. We were recently awarded the Community and Faith-Based Infant and Maternal Health Support Services grant. The purpose of this grant is to expand access for community and faith-based organizations to implement community-level projects that improve infant and maternal health outcomes. These funds aim to strengthen the unique work of community and faith-based organizations as trusted partners of Ohio's pregnant women and families of infants up to 12 months of age.

MOTION

Mr. Frost motioned, Mrs. Fisher seconded to approve the resolution to create a new fund – Community and Faith-Based Infant and Maternal Health Support Services fund as presented.

Motion carried unanimously.

C. 2026 Sanitary Requirements and Policies for Tattoo and Body Piercing Establishments – 1st Reading

Mr. Tekac explained that this is the first of three readings of the proposed changes to the Sanitary Requirements and Policies for Tattoo and Body Piercing Establishments. There is no action required by the Board at this time. A copy of the proposed changes is attached to these minutes.

VII. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met yesterday, discussed the 10 contracts, and reviewed the budget items for 2025. All departments except for one or two exceeded their forecasted revenue. As usual, there are many budget changes for Board approval this month.

Mr. Mistovich reported that the Personnel Committee met yesterday as well and discussed resignations, dismissals, and four new hires who all started on January 12, 2026.

B. Division/Program

Carrie Hagan

The Auditor's Office had us fully operational again as of January 2nd this year. As a result, the fiscal staff were able to promptly begin setting up budgets, entering purchase orders, and processing invoices without interruption. They did an excellent job returning operations to normal, and their hard work and strong collaboration are sincerely appreciated.

W-2s should be going out any day now. Employees should watch for them in their Outlook email accounts. These emails will be password-protected; the password is the last four digits of the employee's SSN (the same as used to open the Direct Deposit Advice). We've had quite a few new employees since the last time W-2s went out, so they may have questions about how to open the email.

I have started to work on the Annual Report for 2025. This is a required year-end report that shows how our health department uses state subsidy funds and what public health services were delivered with those dollars. Also, I will be working on several contracts for the HUB for the February Board meeting. These will include contracts for the ODM funding, previously known as the More 1st Birthdays grant, OCMH contracts, and outcome-based payment contracts.

Colton Masters

I would like to start off by thanking Nancy Myers. She has continued to help serve our agency tirelessly, and, for over a week, served as our sole Environmental Health clerk. This was definitely a stressful time, but Nancy's dedication and hard work helped us overcome this obstacle and move past it. I would also like to thank Julie Thompson and Julie Grzelak for being willing to step in and help out whenever needed. I would also like to point out that we had nearly our entire staff in EH volunteer to help out where they could, and asked multiple times about what they could do to help ease the burden of work that had been placed on Nancy's plate. This really helps showcase the team mentality that we have been working to build, where each person cares for those around them and wants to help ease their struggle if they have the ability to do so. I am beyond grateful to each and every person on our team.

I would like to introduce our two newest hires: Nathaniel Locke and Kerri Ray, who are joining the Environmental Division as our two newest clerks. I would like to welcome them to the team.

The Board welcomed both Nathaniel and Kerri to MCPH.

Our food team is anticipating undergoing a food survey from ODA in late April. This will be our first time undergoing the written test portion of the survey since the state changed the survey process a number of years back.

We will be moving the location of our annual plumbing class. This class is normally held at MCCTC, but the rooms are not going to be available this year due to construction. When a location is established, we will inform the Board as well as let the plumbing contractors know when we begin registration later this year. This course is normally held in August.

We would like to thank the EPA for their assistance in performing a no-fault tire cleanup project in our county. Earlier this year, we were alerted to an old tire dumping site in Springfield Township. We were alerted that the allocated funding for the project would not be sufficient to finish the job in 2025, so work was suspended temporarily and is anticipated to start back up in the next few months, as the weather changes and funding is reintroduced into the fund. The EPA has confirmed that there were over 100,000 tires present at the site, and they believe they have removed a little more than half so far, but they anticipate exposing even more tires when the cleanup resumes in the spring.

We are working to apply for the EPA Mosquito Control Grant. This application is due at the end of the month, and we hope to hear back about it in early spring.

Cathy Hergenrother

2025 marked an unprecedented success for Mahoning Valley Pathways HUB in both referrals and enrollments. These accomplishments reflect the dedication and hard work of the HUB team: Lori Keller, Megan Stacy, Diane Zagorsky, and Seth Hill. A special thank you to Alayna Cavanaugh and Gary Mitchell as well.

January 1, 2025 through December 31, 2025

Total Referrals	1,889
Total Enrollments	679
Pregnant Enrollments	328
1 st Trimester Pregnant Enrollments	84
Adult Enrollments (Postpartum/Chronic Disease)	160
Pediatric Enrollments	191

The Ohio Commission on Minority Health will publish a study that will compare the 12 Ohio HUBs' infant mortality data to that of ODH. The numbers will be impactful and showcase the effective work of the statewide HUBs.

Thank you for your unwavering commitment to our mission and the HUB vision.

Susan Kovach

Continuing to stay on top of RFP's and making sure that we receive level funding.

Introduced Kristan Santos, the newest Public Health Nurse to the Board.

The Board welcomed Kristan to MCPH.

Erica Horner (submitted electronically)

There were 983 flu immunizations administered from September through December 2025. For comparison, we administered 1,219 in September through December 2024.

We have completed 74 Family Connects Ohio home visits from December 30, 2024 through December 31, 2025. Active outreach and hospital bedside recruitment for the program did not start until August 2025. Program outreach and hospital recruitment is done by the Educational Service Center of Eastern Ohio in conjunction with Bright Beginnings.

The Ohio Department of Health stated they are in the process of reviewing the updated changes to CDC's childhood/adolescent vaccine recommendations and will communicate to LHDs when they have more information to share. ODH also stated they will provide communication when it is available regarding any impact to ODH's Director's Journal Entry regarding school immunization requirements, recommended vaccines, and exemptions to immunizations.

Daljeet Dhillon

The MCPH WIC Program continues to maintain strong participation levels. As of December 2025, the caseload reached 3,912, which is 102% of the 2026 caseload ceiling (3,824). Although the caseload is slightly lower than the prior month, enrollment meets the assigned caseload ceiling. The caseload reflects the ongoing commitment of MCPH WIC staff to providing valuable services to WIC participants.

Caseload breakdown by category:

Women 851 Infant 882 Children 2179

Infant breastfeeding rates:

1 month	51.00%
3 months	40.28%
6 months	30.41%
12 months	12.50%

Total infants on the program 882, infants not breastfeeding 582

The Dietary Guidelines for Americans 2025-2030 were updated and released on January 7, 2026. According to the USDA, the new guidelines mark the most significant reset of federal nutrition policy in our nation's history. The emphasis is shifting our food system away from chronic disease and toward nutrient density, nourishment, resilience, and long-term health. The recommendation of including full-fat dairy will be embraced by the WIC participants.

During the biweekly WIC Director's meeting on January 12, 2026, Amy Atwood, Director of the Ohio WIC Program, shared that the program is awaiting FNS implementation guidance on new dietary guidelines, including clarity on continuous use of MyPlate as an educational tool for WIC participants.

The MCPH WIC Program welcomed Soraya Rodriguez Santana as a new Health Assistant on January 12, 2026. She has begun her onboarding and is currently training under Melissa Rogers.

Scott Bolam

The Laboratory continues to provide its routine testing services as usual.

The lab is ready for O&M sampling and can get started any time the weather permits.

Quaker City Concrete is doing O&M sampling in Columbiana County; they are still coming in every week.

The lead program has started busy with 445 samples received so far this year. This is up from 211 samples received this time last year.

Dr. Kravec

Working with Erica on new protocols and continued protocols, as well as reviewing insurances.

Ryan Tekac

I am pleased to announce that MCPH was successful in applying for and receiving the Community and Faith-Based Infant and Maternal Health Grant through the Ohio Department of Children and Youth. The total award amount is \$480,000.

Through this grant, MCPH will partner with the Mahoning Valley Association of Churches to expand early engagement in maternal health care, particularly among women in high-risk communities. The MCPH Public Information Officer team, along with me, will lead implementation efforts in collaboration with MVAC member congregations.

This initiative will focus on providing responsive maternal health education, training of faith leaders and volunteers, strengthening referral pathways to MCPH programs and community partners, and promoting early identification of pregnancy and connection to prenatal care.

This funding represents an important opportunity to leverage trusted faith-based relationships to improve infant and maternal health outcomes across Mahoning County.

Thank you to Julie Thompson, Kathy Affagato, and Carrie Hagan for the success of this grant submittal.

Following last month's Quality Improvement (QI) report on our Family Connects Program, I am pleased to share that MCPH has been notified that we will receive \$5,000 to support targeted outreach efforts related to improving completion rates for newborn nurse home visits. Trumbull County will receive a matching \$5,000 allocation.

To ensure these funds are used strategically and without duplicating outreach efforts, we will be meeting with our Trumbull County partners to coordinate activities and identify the most effective use of the combined resources. This collaborative

approach will allow us to strengthen provider and family education while maximizing the impact of this limited funding.

I would like to extend special recognition to Carrie Hagan and her staff for their outstanding work and professionalism. As a member of the Solid Waste Management District Policy Committee, I was pleased to hear direct feedback from the Solid Waste Management District's Finance Director, who shared that in all his years serving in this role, this past year has been one of the best experiences working with Carrie. He specifically noted the consistent accuracy and timeliness of invoice submissions, which have greatly contributed to smooth financial operations. Carrie and her team's attention to detail, reliability, and commitment to excellence reflect positively on our organization and are sincerely appreciated.

VIII. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

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

Motion carried unanimously.

B. Contracts

- 1) James F. Kravec, MD, Medical Director Services, \$50,400.00 (two-year agreement)
- 2) The Dutch Haus Inn, HUB Monthly Meeting Room Rental, \$2,750.00
- 3) Just In Time, More 1st Birthdays (ODM) Grant, \$60,000.00 (six-month agreement)
- 4) Evolve Innovation Center, More 1st Birthdays (ODM) Grant, \$40,718.65 (six-month agreement)
- 5) Evolve Innovation Center, OCMH Grant, \$42,500.00
- 6) Alayna Cavanaugh, HUB General Fund, \$40,000.00
- 7) Alayna Cavanaugh, More 1st Birthdays (ODM) Grant, \$31,000.00 (six-month agreement)
- 8) Champ Software, Inc., EHR Software Application for Nursing Division, \$81,050.00 (five-year agreement)
- 9) HS GovTech USA, Inc., Web-based Software Application for Environmental Division, \$185,636.71 (five-year agreement)
- 10) Approval to Purchase, New Vehicle for Environmental Division, Not to Exceed \$30,000.00

MOTION

Mr. Frost motioned, Mrs. Fisher seconded to approve contract numbers one through ten as presented.

Motion carried unanimously.

IX. Travel

A. Official Travel and B. Continuing Education

MOTION

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

Motion carried unanimously.

X. Personnel Actions

A. Resignation – M. Catanzarite

B. Resignation – K. Scheufler

MOTION

Mrs. Fisher motioned, Mr. Frost seconded to accept the resignation of Marlee Catanzarite and Kayla Scheufler, with regrets, as presented.

Motion carried unanimously.

C. Appoint – Two Full-Time Secretaries

D. Appoint – Full-Time WIC Health Assistant

Mr. Frost motioned, Mrs. Fisher seconded to appoint the following as presented:

Nathaniel Locke, Secretary – year one pay grade

Kerri Ray, Secretary – year four pay grade

Soraya Rodriguez Santana, WIC Health Assistant – year two pay grade

Motion carried unanimously.

E. Permission to Post/Advertise/Hire – Full-Time WIC Health Assistant

F. Permission to Post/Advertise/Hire – Part-Time Lab Clerk

G. Permission to Post/Advertise/Hire - Full-Time Public Health Nurse

Mrs. Fisher motioned, Mr. Frost seconded to give permission to post, advertise, and hire a full-time WIC Health Assistant, part-time Lab Clerk and full-time Public Health Nurse should the opportunity present itself before the next Board meeting.

Motion carried unanimously.

H. Executive Session

Mrs. Fisher motioned, Mr. Frost seconded to enter Executive Session to discuss the appointment, employment, discipline, or compensation of public employees, pending or imminent court action, collective bargaining matters, or security matters at 8:32 a.m.

Motion carried unanimously.

I. Exit Executive Session

Mr. Frost motioned, Mrs. Fisher seconded to exit Executive Session at 9:09 a.m.

Motion carried unanimously.

XI. Adjournment

MOTION

Mrs. Fisher motioned, Mr. Frost seconded to adjourn the meeting at 9:10 a.m.

Motion carried unanimously.

**Mahoning County Public Health
Environmental Health Division**

Memorandum

TO: Board of Health
Ryan Tekac, REHS, MPH, MS Health Commissioner

FROM: Colton Masters, REHS, MPH
Director of Environmental Health

DATE: December 04, 2025

RE: Proposed Changes to Mahoning County Sanitary Requirements and Policies

On April 16th, 2025, the Mahoning County Public Health (MCPH) Tattoo/Body Piercing Advisory Committee met wherein proposed changes to the MCPH Sanitary Requirements for Tattoo and Body Piercing Establishments and a previously approved policy (in the Board meeting minutes dated January 18, 2017) were discussed and unanimously agreed upon.

It was the recommendation of this committee and of the Environmental Division of Mahoning County Public Health that the following changes to Mahoning County Sanitary Requirements for Tattoo & Body Piercing Establishments be considered for approval :

1. Section 4(A) RE: Advisory Committee Composition
Current: a sanitarian employed by the Board of Health
Proposed Change: at least one sanitarian employed by the Board of Health

- Section 4(A) RE: Advisory Committee Member Term
Current: one (1) year term
Proposed Change: two (2) year term

2. Section 4(B) RE: Advisory Committee Meeting Frequency
Current: at least once each year
Proposed Change: upon request by a MCPH permitted facility, registered artist or on an as needed basis as determined by a MCPH representative

3. Section 3(B) RE: Alternate Sterilization Methods
Current: ethylene oxide gas
Proposed Change: ethylene oxide gas, gamma ray radiation, or vaporized hydrogen peroxide (with all other existing requirements to remain)

4. Section 3(B) RE: Alternate Sterilization Methods
Current: instruments must be packaged in sterilization pouches with a process indicator.
Proposed **Addition** (B)(2): unwrapped items using Point of Use Sterilization using cassette style steam sterilizer

Please see the details herein for each existing requirement and the proposed recommended change.

1. Section 4(A) of the Mahoning County General Health District "Sanitary Requirements for Tattoo & Body Piercing Establishments" regulation states:

"The Health Commissioner shall establish a Tattoo/Body Piercing Establishment Advisory Committee which shall be comprised of the Health Commissioner or the Health Commissioner's authorized representative, a member of the Board of Health, no fewer than one (1) nor in excess of eight (8) representatives of establishments subject to this regulation, a sanitarian employed by the board of health, the Medical Director of the Board of Health, and a member of the general public. The Health Commissioner shall appoint committee members to a one (1) year term."

It was unanimously agreed upon by the committee to make the recommendation that Section 4(A) be amended as follows:

"The Health Commissioner shall establish a Tattoo/Body Piercing Establishment Advisory Committee which shall be comprised of the Health Commissioner or the Health Commissioner's authorized representative, at least one member of the Board of Health, no fewer than one (1) nor in excess of eight (8) representatives of establishments subject to this regulation, **at least one** sanitarian employed by the board of health, the Medical Director of the Board of Health, and a member of the general public. The Health Commissioner shall appoint committee members to a one (1) year term."

The committee also unanimously agreed to make the recommendation that "...The Health Commissioner shall appoint committee members to a **two (2)** year term." As opposed to the one (1) year term as mentioned above.

2. Section 4(B) of the Mahoning County General Health District "Sanitary Requirements for Tattoo & Body Piercing Establishments" regulation states:

"The Tattoo/Body Piercing Establishment Advisory Committee shall meet **at least once each year** to review this regulation and to make recommendations to the Board of Health as to disease control measures in tattoo/body piercing establishments."

The Advisory Committee unanimously agreed to make the recommendation that Section 4(B) be amended to read:

(B) The Tattoo/Body Piercing Establishment Advisory Committee shall meet **upon request by a MCPH permitted facility, registered artist or on an as needed basis as determined by a MCPH representative**, to review this regulation and to make recommendations to the Board of Health as to disease control measures in tattoo/body piercing establishments.

3. Section 3(B) of the Mahoning County General Health District "Sanitary Requirements for Tattoo & Body Piercing Establishments" regulation states:

Alternate Sterilization Methods

- (1) The use of tattoo or body piercing needles or other instrumentation sterilized at an off-site location is permitted only with the following provisions:
 - (a) Sterilization shall be achieved using ethylene oxide gas.
 - (b) Only new, individually packaged, single-use needles or other instruments may be used, and shall be properly disposed of immediately following the procedure.
 - (c) The manufacturer shall provide a lot number and a corresponding certificate of sterilization referencing the lot number for each needle or instrument used. The operator shall record in each client file the lot number(s) for all needles and instruments used on that client.
 - (d) Certificates of sterilization shall be kept on file and available for inspection for a period of at least two (2) years.

New commonly used methods for pre-sterilizing equipment, designed to be shelf stable for long term storage, include gamma ray radiation and vaporized hydrogen peroxide. These methods are FDA approved for medical instruments. It was unanimously agreed upon by the committee to make the recommendation that Section 4(A)(1)(a) include the changes as follows:

Sterilization shall be achieved using ethylene oxide gas, **gamma ray radiation, or vaporized hydrogen peroxide.** (With all other existing requirements to remain.)

4. OAC 3701-9-08(A) requires all non-disposable instruments or equipment to be... (after cleaning and disinfection process outlined in code)

“(10) Individually packed in sterilization pouches. Each pouch or its indicator shall be labeled with the date of processing;

(11) Sterilized in a steam sterilizer.”...

“Alternate sterilizing procedures may be used when specifically approved by the Board of Health.”

And “(B) Monitoring the function of all sterilizers in accordance with the following:

(1) Sterilization pouches that have a process indicator which changes color upon proper steam sterilization;”

A request was made for approval of unwrapped instruments and equipment to be sterilized in cartridge-style steam sterilizers such as Statim Autoclaves, for immediate use by piercers only. This process, known as Point of Use Sterilization, is used commonly by dentists and piercers in other jurisdictions and is considered a best practice for body piercing by the Association of Professional Piercers. The Advisory Committee unanimously agreed to make a recommendation to the Board for approval of the alternate sterilization procedure.

Proposed language to be added to Section 4(B)(2) of the Mahoning County General Health District "Sanitary Requirements for Tattoo & Body Piercing Establishments" is as follows:

The use of an onsite, cartridge-style steam sterilizer for unwrapped body piercing equipment, instruments and jewelry is permitted with the following provisions.

- (a) Sterilizer meets all OAC code requirements including design and monitoring guidelines.
- (b) The process is approved for body piercing equipment, instruments and jewelry only.
- (c) Unwrapped items are for immediate use only. Items not used within an hour of leaving the sterilizer must be re-sterilized prior to use on a client.

It was the recommendation of this committee and of the Environmental Division of Mahoning County Public Health that the following policy change be considered for approval:

The committee unanimously agreed to recommend that the course be offered no less than twice (instead of three times) per year, since an additional option of approved virtual training courses were approved by the Board. The training frequency was previously approved in the Board meeting minutes dated January 18, 2017. Additional trainings may be offered based on demand.

MAHONING COUNTY PUBLIC HEALTH

FINANCE COMMITTEE MEETING

JANUARY 20, 2026

8:30 A.M.

Mahoning County Public Health

50 Westchester Drive

Youngstown, Ohio 44515

MINUTES

Board members present virtually: Dr. Michael Miladore

Staff members present: Ryan Tekac
Carrie Hagan

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

The Finance Committee reviewed the budget changes for Board approval, the resolution to create the new Community and Faith-Based Infant and Maternal Health Support Services fund, and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting on January 21, 2026:

Contracts for Review:

- 1) James F. Kravec, MD, Medical Director Services, \$50,400.00 (two-year agreement)
- 2) The Dutch Haus Inn, HUB Monthly Meeting Room Rental, \$2,750.00
- 3) Just In Time, More 1st Birthdays (ODM) Grant, \$60,000.00 (six-month agreement)
- 4) Evolve Innovation Center, More 1st Birthdays (ODM) Grant, \$40,718.65 (six-month agreement)
- 5) Evolve Innovation Center, OCMH Grant, \$42,500.00
- 6) Alayna Cavanaugh, HUB General Fund, \$40,000.00
- 7) Alayna Cavanaugh, More 1st Birthdays (ODM) Grant, \$31,000.00 (six-month agreement)
- 8) Champ Software, Inc., EHR Software Application for Nursing Division, \$81,050.00 (five-year agreement)
- 9) HS GovTech USA, Inc., Web-based Software Application for Environmental Division, \$185,636.71 (five-year agreement)
- 10) Approval to Purchase, New Vehicle for Environmental Division, Not to Exceed \$30,000.00

Meeting adjourned at 9:30 a.m.

MAHONING COUNTY PUBLIC HEALTH

PERSONNEL COMMITTEE MEETING

January 20, 2026

10:30 A.M.

Mahoning County Public Health

50 Westchester Drive

Youngstown, Ohio 44515

MINUTES

Board members present virtually: Mr. Joe Mistovich

Staff members present: Ryan Tekac
Savannah Pacora

Meeting called to order at 10:30 a.m.

After a lengthy discussion, the Personnel Committee stated that it would make recommendations related to the appointment, employment, discipline, and compensation of public employees during the next regular meeting of the Board of Health, scheduled for January 21, 2026.

The meeting ended at 11:27 a.m.