

**Minutes of the  
Mahoning County Public Health  
Board Meeting  
June 26, 2024  
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on June 26, 2024, 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>Absent</u>   |
|----------------------|-----------------|
| Mr. Len Perry        | Mrs. Bev Fisher |
| Dr. Michael Miladore | Dr. Nancy Mosca |
| Mr. Joe Mistovich    |                 |

Staff Present: Ed Janik, Colton Masters, Erica Horner, Daljeet Dhillon, Cynthia Grier, Scott Bolam, Carrie Hagan, Kyle Gabrick, Thomas Hartzell, Alyssa Strimbu, Enas Selim, Julie Thompson, Ryan Tekac

Public Audience: Tom Costello

**III. Minutes**

**MOTION**

Dr. Miladore motioned, Mr. Perry seconded to approve the minutes of the 5/15/24 Board meeting as presented.

Motion carried unanimously.

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to approve the minutes of the 5/13/24 Personnel Committee meeting as presented.

Motion carried unanimously.

**MOTION**

Dr. Miladore motioned, Mr. Perry seconded to approve the minutes of the 5/14/24 Finance Committee meeting as presented.

Motion carried unanimously.

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

**A. Special Request #EH-SR-24-01 – Steve’s Service**

Mr. Gabrick explained that this is a variance request for continuing education hours for registration approval. Steve’s Service has obtained the required six hours of continued education but they were completed this year instead of last year for this year’s registration as the OAC requires. Steve’s Service has been registered with us

as a seepage hauler in the past with no complaints or issues so we are requesting to approve the variance as he is now aware that they must be done in the previous calendar year.

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to approve the sanitarian's recommendation for Special Request #EH-SR-24-01 as presented:

Recommend approving 2024 registration since the continued education hours were completed and he is now aware they must be done in previous calendar year.

Motion carried unanimously.

**B. Board Order #EH-BO-2024-06 – Pro Properties LLC (Beaver Twp.)**

Mr. Hartzell explained that this is a property creating a public health nuisance and a safety hazard because of the accumulation of trash, garbage and debris which serves as harborage for rodents and insects. The exterior of the property is unsecure, allowing for pest and rodent access to the interior. Also, there are collapsing and deteriorating buildings in the rear of the house. The owner has failed to comply with the abatement notices and did not appear at the Health Commissioner's hearing.

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to approve the sanitarian's recommendation for Board Order #EH-BO-24-06 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 5 days;
- 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.

**V. New Business**

**A. 2024 Budget Changes for Board Approval**

Mr. Janik explained that these changes were reviewed by the Finance Committee. There are 11 additions this month and 10 are for new grants which have to be set up with the Auditor's Office. Dr. Miladore added that the Finance Committee discussed these in detail and recommends approving the changes.

**MOTION**

Dr. Miladore motioned, Mr. Perry seconded to approve the 2024 Budget Changes as presented.

Motion carried unanimously.

**B. Residential Plumbing Permits – Village of Sebring**

Mr. Masters explained that he and Mr. Tekac met with the Village of Sebring Administrator and after discussion it was realized that no one has been issuing residential plumbing permits for the Village of Sebring. Mr. Tekac added that during the meeting with the Administrator, we asked if they would like for MCPH to resume issuing the plumbing permits and they agreed that they would like that to happen. MCPH would like to thank both the Village of Sebring Mayor and Administrator for all their assistance with ensuring a smooth transition.

**MOTION**

Dr. Miladore motioned, Mr. Perry seconded to approve the agreement with the Village of Sebring for MCPH to issue plumbing permits and inspect residential plumbing work in the Village of Sebring.

Motion carried unanimously.

**C. MCPH Video Surveillance Policy**

Mr. Tekac explained that the creation of this policy was suggested by Mark Norris, our HIPAA consultant since we have cameras both outside and inside our locations. Mr. Janik checked with the Prosecutor's Office and in the event we would ever have to provide footage, we would check with their office first to ensure we are not violating any HIPAA laws.

**MOTION**

Dr. Miladore motioned, Mr. Perry seconded to approve the MCPH Video Surveillance Policy as presented.

Motion carried unanimously.

**D. MCPH Health Equity Policy**

Ms. Grier explained that this policy is a grant requirement and when it was first written, it was to be included in the New Employee Orientation, but with input from Ms. Horner and Mr. Tekac, it was grown into a more robust, agency-wide, multi-level policy that includes employee recruitment, new employees, the Racial Equity Team, ongoing training and the CHA/CHIP.

**MOTION**

Dr. Miladore motioned, Mr. Perry seconded to approve the MCPH Health Equity Policy as presented.

Motion carried unanimously.

**VI. Reports**

**A. Committee**

Dr. Miladore reported that the Finance Committee met yesterday and reviewed the contracts, expenses, budgets as well as the financial impacts of the new contract at great length. All the finances remain stable, and budgets are on track for this year.

Mr. Perry reported that the Personnel Committee met Monday and reviewed the bargaining unit agreement as well as multiple positions to be filled.

**B. Division/Program**

Ed Janik

Continuing to work with Carrie, especially focusing on procedures that only occur once a year, such as the revenue budget and the allocation of our PEP insurance coverage. Speaking of our revenue budget, we received notice from the Auditor's Office that our revenue budget is due on August 6<sup>th</sup> so it will be on the July agenda.

Colton Masters

I would like to introduce two people, Alyssa Strimbu, our newest O&M clerk who started working with us at the beginning of this month. While she is still learning, I feel like she has hit the ground running and would like to welcome her to our team. The other person is Enas Selim, she is one of our mosquito interns for the summer vector control program. She came to us from YSU and she has been doing a fantastic job with the program so far.

I would like to congratulate Kristy Boyles who successfully completed the Ohio EPA Inspector Training Academy for solid waste inspections. This is an approximately 36-hour (eight days total) training regarding completing the solid waste inspections. The EPA accepted 10 applicants from around the state into the program and Kristy was one of them this year.

I would also like to thank Julie, Jason McNally, Kyle and Cory for assisting in the EH renovations and for their assistance in the removal of the EH sewage files. We have officially shipped all the wastewater files off site to GBS for scanning. Along these lines, I want to thank the entire EH team for their assistance with this process and their understanding and patience as we move through this transitional period. There have been a lot of changes in EH recently and they have all been very helpful and understanding of these processes.

Finally, I would like to thank Thomas Hartzell, Tiffany Brown and Sharlene Shebeck for volunteering to represent our agency at Riverfest in Boardman this past weekend. I was unable to attend the event, I very much appreciate their dedication to educating the public and their desire to represent our agency's efforts in protecting public health.

Cathy Hergenrother

|                 |     |
|-----------------|-----|
| Total Referrals | 596 |
| Enrollments     | 243 |

As of May 31, 2024

I want to thank Seth Hill for diligently analyzing HUB data and being able to pull out the information needed with his detailed and thorough methods.

Let me take this opportunity to honor Najeebah Butler, a HUB CHW with Alta's Baby Bump program. She was one of the original CHW's and had been with the HUB since its inception in 2017. Najeebah passed away on Saturday, June 8<sup>th</sup>, 2024. She was a beautiful woman with a beautiful soul. She will be missed and difficult to replace.

We have received a tentative commitment from Jefferson County's Health District to being working with the HUB. Additionally, talks have begun with Ashtabula County to secure a partner agency in that county.

Erica Horner

We have completed our spring school-based immunization clinics with three Mahoning County school districts for those students who will be entering 7<sup>th</sup> or 12<sup>th</sup> grade in the fall: South Range, West Branch, Austintown Middle, High and Sports Physicals event. As reported previously, we reached out to all school districts in MCPH's jurisdiction, with four responding and scheduling clinics for spring, one scheduling a fall school clinic. Western Reserve cancelled their scheduled March clinic due to minimal response from parents. Jackson Milton scheduled their clinic for fall 2024. Total of 54 students with 79 vaccines given (Tdap, meningococcal, Hep A, HPV).

We were awarded the deliverables based ODH's Get Vaccinated Ohio SFY25 grant with a start date of 07/01/2024. There are no changes to the specific deliverables for this upcoming grant year. Deliverables will be assigned and shared among clerical, public health nurses and myself. Notice of Award posted: GV \$71, 971.00 upon completion of all deliverables. Moms Quit for Two and OEI FY25: Received notification yesterday afternoon that we were awarded funds for both projects. Both are transitioning over to the new state agency, Ohio Department of Children and Youth, NOAs (notice of awards) are being replaced with new agreements and award letters. Both grants are deliverables based.

The Cribs for Kids/Safe Sleep and the Integrated Harm Reduction Grant SFY25 RFPs have been significantly delayed in posting. Based on ODH's SFY 25 solicitation calendar, IH was to be posted to the internet on 04/03/2024 and CFK/SS on 04/10/2024. CFK/SS is transitioning to new state agency, IH remains at ODH. Current grant consultants have not provided any further information. CFK/SS FY24 grant ends 09/30/2024, IH ends 09/29/2024.

Daljeet Dhillon

May caseload 3,787, 108.2% of the 2024 assigned caseload ceiling (3,461). Increased by 3 participants since last month.

Caseload breakdown by category:

Women 818    Infant 908    Children 2061

Infant breastfeeding rates:

|           |        |
|-----------|--------|
| 1 month   | 43.22% |
| 3 months  | 27.91% |
| 6 months  | 19.80% |
| 12 months | 15.2%  |

Heather Robinson, Sacleta Penny and Marlynn Schell completed the QI trainings that were recently held at the Board of Health.

Bharat Chaturvedi and Braden Froomkin are making progress with the WIC portion of the Maternal and Child Health Dashboard.

YSU's Consortium of Community Health received over \$719,000 from the Centers for Disease Control and Prevention for a duration of five years. The organization will utilize the funding to implement the Guin Fit program, or a family healthy weight program, with research led by YSU's associate professor of Public Health and principal investigator, Nicolette Powe. Commissioner Tekac and I met with Dr. Powe and Dr. Mincher of YSU on May 16th to explore how WIC families can benefit from participating in the program.

Cynthia Grier

Had the opportunity to present at an Ellsworth Township meeting and share information regarding our services and it was very well received.

Would like to thank Mr. Tekac and Ms. Horner for their assistance and support on the Health Equity policy.

Conducted a Bridges Out of Poverty training for five new MCPH staff members.

Held lunch and learns for the following events/speakers:

- Pride month
- Military Appreciation month
- Resilience Screening
- Jewish Community Center

Also had the opportunity to attend the Pride Youngstown event which was a great community event.

Scott Bolam

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

The Mahoning County O&M program has started sampling systems that require testing. 354 samples have been submitted to date, up from 217 last month. 52 samples were received at the same time last year, as the sampling program was just getting started.

We continue to be busy with our lead program. Currently we have received 620 samples since the last meeting, bringing our total for the year to 1,900. At this time last year, we had received 1,126 samples for this program. Last year our program brought in about 2,300 samples. The Mahoning County Lead Hazard program has continued to add additional grants to the samples they have been sending us, as well as increasing the number of inspectors bringing in samples.

Our laboratory audit for our A2LA (American Association of Laboratory Accreditation) for our lead program is scheduled for August 1<sup>st</sup>.

Ryan Tekac

Our team recently hosted a productive call with the Ohio Department of Health Leadership and the WIC Director to discuss the critical importance of the WIC program at the local level. During the call, we highlighted the positive impact the program has on community health and well-being and reminded them of their ask for MCPH to take over the program at the local level. We also underscored the urgent need for increased funding to sustain services and reach families in need. The discussion was well-received, emphasizing our shared commitment to improving public health outcomes in Ohio.

This conversation initiated additional discussions with several other local health departments throughout Ohio, who have shared their own experiences with unmet financial needs and the challenges of supplementing their WIC programs. We are hoping there will be an adjustment come September before the Notice of Awards are announced.

Thanks to the two-day workshops conducted by Strategic Leadership Solutions, 98% of our staff are now trained in the basics of continuous quality improvement (CQI). These training investments will significantly enhance our staff capabilities to serve on QI team projects and to dig into projects right away. Our next steps involve surveying the staff using the NACCHO Organizational Culture of Quality Self-Assessment 2.0 toolkit. The survey will be provided to all staff via an online platform and then the scores will be computed and entered in the toolkit to inform and assess our strengths and weakness as they relate to our QI culture.

Erica and I had the opportunity to participate in an interview to discuss and highlight our local efforts with the Suicide Fatality Review Committee. This interview will be featured in the summer issue of the NACCHO Exchange, showcasing the work we have done to address and prevent suicide in our community alongside our community partners. Through this opportunity, we are able to share our insights, strategies, areas to improve and successes with a broader audience, hoping to inspire and inform others working in similar areas.

Mahoning County Public Health was featured in an ESRI blog for its innovative development of the Opioid Epidemic Outreach dashboard. Thank you to Susan, Bharat, Jennifer and all those involved in making this dashboard happen. As we know, the tool leverages geographic information system (GIS) technology to track opioid-related incidents, enhance community outreach, and facilitate data-driven decision-making. By visualizing critical data, the dashboard helps public health officials and community partners effectively address and mitigate the opioid crisis in Mahoning County.

I'm pleased to inform the board that MCPH has been honored with the WRTA Adsplosure Award for our Narcan education campaign on WRTA buses. This was voted on by the community and we beat out the competitor by one vote. This recognition underscores the impactful work we've done to raise awareness and educate the public on the life-saving use of Narcan, reaching a broad audience through our innovative advertising efforts.

Again, I want to thank Mayor Wright and the Village of Sebring for the opportunity to serve their residential community with our plumbing inspection services. Their commitment and trust in our work is greatly appreciated. We look forward to continuing our partnership and ensuring the best service to protect the residents of Sebring.

I would like to extend my heartfelt gratitude to the Finance and PIO teams for their exceptional efforts in completing the lengthy public information requests this past month. Their dedication and hard work, on top of their everyday duties, have not gone unnoticed and I thank them for their commitment and professionalism.

## **VII. Approval of Monthly Expenses**

### **A. Monthly Expenses**

#### **MOTION**

Dr. Miladore motioned, Mr. Perry seconded to approve the monthly expenses as presented.

Motion carried unanimously.

**B. Contracts**

**OCMH Grant Contracts**

- 1) Alta Care Group Inc., Mahoning County Activities for HUB Clients, \$65,000.00
- 2) Educational Service Center of Eastern Ohio, Mahoning County Activities for HUB Clients, \$20,000.00
- 3) Evolve, Mahoning County Activities for HUB Clients, \$15,000.00

**Other Contracts**

- 4) Alexander's Pest Control Inc., Mosquito Spraying, \$7,165.00
- 5) Daniel McClelland, Mosquito Surveillance Intern, \$4,175.00
- 6) Lane Rowan Consulting, Grant Planning and Grant Writing Assistance, \$30,600.00

**Equipment**

- 7) Amazon, Water Fountain and Bottle Filling Station, \$1,267.37

**MOTION**

Dr. Miladore motioned, Mr. Perry seconded to approve the seven contracts as presented.

Motion carried unanimously.

**Notice of Award – 2024 WPCLF Monies**

- 8) Project #1-2024 – Romo Septic Cleaning & Repairs LLC, \$17,500.00
- 9) Project #2-2024 – Romo Septic Cleaning & Repairs LLC, \$34,000.00

**MOTION**

Dr. Miladore motioned, Mr. Perry seconded to approve Notice of Award – 2024 WPCLF Monies as presented.

Motion carried unanimously

**VIII. Travel**

**A. Official Travel**

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to approve the Official Travel as presented.

Motion carried unanimously.

**IX. Personnel Actions**

**A. Letter of Resignation – R. Jackson**

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to accept the letter of resignation from Rachel Jackson with regrets as presented.

Motion carried unanimously.

**B. Appoint – Full-Time WIC Health Assistant**

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to appoint Amanda Bierlair as a full-time WIC Health Assistant at the year one level position as presented.

Motion carried unanimously.

**C. Appoint – Full-Time Disease Investigator**

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to appoint Braden Froomkin as a full-time Disease Investigator as presented.

Motion carried unanimously.

D. \_\_\_\_\_ Appoint – Full-Time Grants Fiscal Manager

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to appoint Addison Kaschak as a full-time Grants Fiscal Manager at the rate of \$24.50/hour as presented.

Motion carried unanimously.

E. \_\_\_\_\_ Post/Advertise – Full-Time Human Resources Generalist

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to approve to post/advertise the full-time Human Resources Generalist position as presented.

Motion carried unanimously.

F. \_\_\_\_\_ Vacation – Health Commissioner 8/1 – 8/9

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to approve vacation for the Health Commissioner from August 1, 2024 through August 9, 2024 as presented.

Motion carried unanimously.

G. \_\_\_\_\_ Executive Session

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to enter Executive Session at 8:49 a.m. to discuss collective bargaining matters.

Motion carried unanimously.

H. \_\_\_\_\_ Exit Executive Session

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to exit Executive Session at 9:27 a.m.

I. \_\_\_\_\_ Tentative Agreement with AFSCME Local 3759

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to approve the tentative agreement with AFSCME Local 3759 dated June 1, 2024 through May 31, 2027 as presented.

On roll call the vote was as follows:

|               |     |
|---------------|-----|
| Mr. Perry     | Yes |
| Dr. Miladore  | Yes |
| Mr. Mistovich | Yes |

Motion carried.

J. \_\_\_\_\_ Compensation Plan for Non-Bargaining Unit Employees

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to approve the following compensation plan for Non-Bargaining Unit Employees:

- 4% pay increase effective July 1, 2024
- 3.5% pay increase effective May 1, 2025
- 3.5% pay increase effective June 1, 2026
- Six weeks' vacation for employees who have completed 25 years of service

Two personal days for new employees to use after six months of service

On roll call the vote was as follows:

|               |     |
|---------------|-----|
| Mr. Perry     | Yes |
| Dr. Miladore  | Yes |
| Mr. Mistovich | Yes |

Motion carried.

**X. Adjournment**

**MOTION**

Mr. Perry motioned, Dr. Miladore seconded to adjourn the meeting at 9:29 a.m.

Motion carried unanimously.

**MAHONING COUNTY PUBLIC HEALTH**

**PERSONNEL COMMITTEE MEETING**

**June 24, 2024**

**4:00 P.M.**

**Mahoning County Public Health  
50 Westchester Drive  
Youngstown, Ohio 44515**

**MINUTES**

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

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. Mistovich.

Mr. Perry made a motion to leave executive session at 5:12 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 June 26, 2024.

A motion to adjourn was made by Mr. Perry, seconded by Mr. Mistovich at 5:15 p.m.

**MAHONING COUNTY PUBLIC HEALTH**

**FINANCE COMMITTEE MEETING**

**June 25, 2024**

**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  
Carrie Hagan

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

The Finance Committee reviewed the budget changes for Board approval and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting June 26, 2024:

OCMH Grant Contracts

- 1) Alta Care Group Inc., Trumbull County Activities for HUB Clients, \$65,000.00
- 2) Educational Service Center of Eastern Ohio, Trumbull County Activities for HUB Clients, \$20,000.00
- 3) Evolve, Trumbull County Activities for HUB Clients, \$15,000.00

Other Contracts

- 4) Alexander's Pest Control Inc., Mosquito Spraying, \$7,165.00
- 5) Daniel McClelland, Mosquito Surveillance Intern, \$4,175.00
- 6) Lane Rowan Consulting, Grant Planning and Grant Writing Assistance, \$30,600.00

Equipment

- 7) Amazon, Water Fountain and Bottle Filling Station, \$1,267.37

Notice of Award – 2024 WPCLF Monies

- 1) Project #1-2024 – Romo Septic Cleaning & Repairs LLC, \$17,500.00
- 2) Project #2-2024 – Romo Septic Cleaning & Repairs LLC, \$34,000.00

Meeting adjourned at 11:10 a.m.