

**Minutes of the
Mahoning County Public Health
Board Meeting
March 22, 2023
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on March 22, 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, Julie Thompson, Ryan Tekac

Public Audience: Tom Costello, Dr. Weiqing Ge

III. Minutes

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the minutes of the 2/15/23 Board meeting as presented.

Motion carried unanimously.

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the minutes of the 2/13/23 Personnel Committee meeting as presented.

Motion carried unanimously.

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the minutes of the 2/14/23 Finance Committee meeting as presented.

Motion carried unanimously.

IV. New Business

A. 2023 Budget Changes for Board Approval

Mr. Janik explained that these have been reviewed by the Finance Committee. There are three on the list this month and they are to increase expense budgets.

MOTION

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

Motion carried unanimously.

B. Maternity Licensure – Certificate of Approval – St. Elizabeth Boardman Health Center

Mr. Tekac explained that the renewal of this license is for the maternity unit at Mercy Boardman. Per Ohio Administrative Code 3701-7-03 it is required that the Director of Health send a copy of the application to the health district where the maternity unit is located. We as a health district are to approve the application unless there is noncompliance with any local health regulations. In this case, we reviewed our records and there are no violations to our local health regulations.

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the Maternity Licensure for St. Elizabeth Boardman Health Center as presented.

Motion carried unanimously.

C. Request to Address the Board – Dr. Nicolette Powe, YSU

Dr. Powe was not able to attend today and asked Dr. Ge to speak in her place. Dr. Ge explained that YSU is applying for a grant from the CDC and the grant proposal is racial and ethnic approaches to community health and YSU is requesting a letter of support from Mahoning County Public Health.

Dr. Mosca thanked Dr. Ge for taking the time to present this information to the Board. She indicated that Mr. Tekac will review the letter and discuss further with Dr. Powe.

V. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met last week and reviewed eight contracts. Three additional contracts have been reviewed and added since that meeting. Cash reserves have increased nicely through the years and continue to build and we remain fiscally sound.

Mr. Mistovich reported that the Personnel Committee met Monday and discussed three items; a public health nurse resignation, having 2.5 positions posted – a full-time RN, a part-time RN and a full-time Community Health Education Specialist. Also discussed were options for filling positions that we are having difficulty filling as well as appointing a full-time WIC Health Professional RD/LD at the year two pay rate.

B. Division/Program

Ed Janik (submitted electronically)

The Auditor of State's Office started their financial and compliance Single Audit of MCHP on March 15, 2023. Darlene Sawyers and I met with them for an hour just updating them on what has happened of significance in 2022 for the planning portion of their audit.

We are taking advantage of our new membership with the Youngstown-Warren Regional Chamber of Commerce with the perks they offer. One of them is free drug screenings for potential new hires. These screenings are performed at Steward Health on Ohltown Road in Austintown. This saves us \$32 per new employee.

Scott Bolam, Julie Thompson, Colton Masters, Megan Nicholson and Diana Nutt (secretaries in the Environmental Division) and I met virtually with Scott Hooker from Point & Pay. Point & Pay is a company who deals with setting up credit card systems for businesses. We currently use them for on-line credit card payments for our O&M Program in Environmental but want to expand to over-the-counter payments. In Nursing, we have been using Global Payments Integrated for over-the-counter clients, but their costs have gotten too high as they charge monthly fees just to do business with them plus a percentage of credit card sales. Point & Pay charges the fee directly to the payor and nothing to MCHP. We want to get credit card devices in Environmental and the Lab also. We will keep you updated.

Colton Masters (submitted electronically)

On February 22nd I attended the Township Trustee meeting, coordinated by the Engineers office. I provided some general updates on EH, and I opened up the option for townships to contact me to get specific locations added to a list of potential "Tick Drag" sites, should we get applicants for the summer internship. I also let the townships know that if we do not get interns and they want their workers to do the tick drags, I would be happy to coordinate them getting the supplies and training, as well as shipping to Columbus.

Our food team has successfully completed the 2022 food year, and as I mentioned last month, we hit the 100% mark for required inspections. Special thanks goes to Cory Powell, the newly appointed Food and Recreation Supervisor, for coordinating the team to accomplish this goal several days before the deadline.

I have now been appointed to the Eastgate Policy Board, as a voting member. This helps us develop valuable relationships with other organizations in the community and I am filling a vacant spot that has been reserved for some time for Public Health.

We have been scheduled for our Department of Agriculture Food Survey. This will cover licensed retail food establishments and we will be using the new survey method, meaning that there will not be a field evaluation section, although the inspectors may still be taken out in the field for educational training purposes by the evaluator. We are scheduled to undertake this survey July 17th and 18th.

This month I really wanted to acknowledge two people who are real standouts with our agency. I am recognizing them not because of any new programs or dramatic changes to their jobs, but because of their continuous effort toward helping the citizens and their ability to handle difficult and unique situations in the field.

I would personally like to thank our plumbing inspector, John LuBonovic, for his hard work and dedication to public health. I have seen John handle unique and tense situations in the field with professionalism and refinement. He is always available to answer questions and never misses an opportunity to share his knowledge with those around him, including myself, and for that I am immensely grateful. John also regularly showcases the idea of collaboration across programs and professions. These are just a few of the reasons I felt his efforts deserved to be recognized here today, in front of the Board.

The second person I would like to thank before the board is on behalf of Cory Powell, our Food and Rec Supervisor. Cory asked that I mention Kristy Boyles and recognize the amazing job she has been doing. Specifically, Kristy recently assisted in working

diligently with the state, individuals experiencing food illness related symptoms and the facility who potentially served the contaminated food. Cory expressed that he witnessed her staying late to answer emails and ensuring that all aspects of the investigation were completed. Kristy never once complained about the situation but worked diligently to help protect the health and wellness of our community.

Cathy Hergenrother (submitted electronically)

As the 1st quarter ends, the HUB continues its collaborations by adding 2 additional partner agencies. This will add four additional CHWs to the HUB, bringing the total CHW count to 34.

The Hispanic population increase has signaled a need for the HUB to partner with OCCHA (Organización Cívica y Cultural Hispana Americana), the cultural center for the Hispanic Community serving Mahoning, Trumbull and Columbiana Counties. Another partner agency to join is EVOLVE Innovation Center, which focuses on the evolution of families and community through workforce development.

The HUB receives approximately 800 referrals per year. That breaks down to roughly 15-20 referrals per week. Previously, there was no tracking of referrals or how enrollments resulted from the referrals. The 2023 QI program of the HUB is to track referrals and follow and determine the outcome as to why they do or do not get enrolled. The goal is to get 30% of the referrals to enrolled status within 30 days. Proudly, we are exceeding our goal thus far in 2023.

I am attaching an information page that we are using to explain the Mahoning Valley Pathways HUB and the opportunities it provides in Mahoning, Trumbull and Columbiana County.

Mahoning Valley Pathways HUB, a division of Mahoning County Public Health, has a nationally certified home visiting program that provides services for pregnant women, fatherhood support, and those individuals with chronic diseases, in Mahoning, Trumbull, and Columbiana Counties. The HUB helps identify needs and connects individuals and families to resources.

Mahoning Valley Pathways HUB partners with local agencies in the tri-county area, that work with care coordinators to provide access to resources and services. The HUB helps remove social barriers to help residents live their best, healthy lives.

Care coordinators become advocates for helping secure medical insurance and basic needs like food, clothing, and shelter. They also help connect to pregnancy services, education, medical care, transportation, substance abuse and mental health programs, or housing.

If you or a loved one need assistance or support and you are a resident of Mahoning, Trumbull, or Columbiana Counties, please visit mahoninghealth.org or call 330-270-2855, extension 174 to be connected to a care coordinator.

Erica Horner (submitted electronically)

FY24 grant request for solicitation was posted for the Get Vaccinated Ohio grant. There are no changes in the project's objectives or deliverables as compared to the current year. We submitted our application in February, project start date is 07/01/2023. We have been a subrecipient of this grant since 2015 (multiple different iterations/names of

this project over the years). For the current grant year, we recently completed 6 ODH assigned school validation assessments-Northeast Ohio Impact Academy, Canfield's C.H. Campbell Elementary, Lowellville Jr/Sr High, South Range Middle, South Range Elementary, Summit Academy Secondary. Thank you to Public Health Nurses-Rachel Jackson and Sharon Woodall for their extremely quick turnaround on scheduling and completing. We were emailed assignments on 01/23/2023 and all in-person assessments were completed in less than a month.

Public Health Nurse, Debbie Moss successfully completed the four day Grief Recovery Method Specialist course back in August 2022. There are several required activities for this professional development project, one is convening a pilot group session. Debbie has organized and scheduled a grief recovery method class at no cost to the participants at the Austintown Senior Center. The first session was held on March 2nd and will continue weekly for 8 weeks. All participants are provided program books and are expected to attend all sessions. This is an extremely time intensive project. I want to thank Debbie for her commitment and dedication. She has gone above and beyond to make sure this first class is successful.

I would like to thank Brenda Christensen for her public health nursing service over the past 19 years. Brenda is an excellent example of what all public health nurses should aspire to be. Over the years, we have had many clients, community members, businesses/organizations and others specifically seek her out to provide services to them and others. Brenda has always gone above and beyond. Most recently during the COVID pandemic, she volunteered to work full time (when she typically worked part time at 15 hours a week) and came in the office every day to help with case investigations or whatever she could do to help ease the burden of her coworkers. She will be greatly missed at our health department by not only the staff but the public as well. Best wishes on her retirement!

Daljeet Dhillon (submitted electronically)

National Nutrition Month® (NNM) is an annual campaign created in 1973 by the Academy of Nutrition and Dietetics. The campaign, celebrated each year during the month of March, focuses on the importance of making informed food choices and developing sound eating and physical activity habits.

WIC provided a 2023 NNM poster to each of the MCPH divisions to promote NNM.

WIC clinics celebrated NNM by using materials provided by ODH WIC: whisks, vegetable brushes and "Kids in the Kitchen" tip cards (both in English and Spanish).

Children learned how to measure dry ingredients, made pudding by using a whisk and painted a canvas apron to take home.

The Academy of Nutrition and Dietetics (AND) celebrated Registered Dietitian Nutritionist Day on Wednesday, March 8, 2023. AND is committed to improving health and advancing the profession of Nutrition and Dietetics through research, education, and advocacy.

MCPH WIC program has six registered dietitians on staff, who are also certified lactation consultants. I want to express my sincere gratitude to WIC RD's for their service to the WIC participants.

The January WIC caseload was 3,519 and the February caseload was 3,503.

Regional WIC Director's Meeting took place on March 8, 2023. Following are the salient points:

Some infant formulas are still in short supply, some vendors have issues with processing produce benefits on the WIC cards, and shortages of qualified staff especially registered dietitians in WIC programs in the Northeast Ohio region.

ODH WIC encouraged all WIC projects to go back to pre-covid procedures. MCPH WIC has implemented most of the recommendations and will start checking Hgb levels of WIC participants in April 2023.

Kelsey Morales joined the WIC staff as a Health Assistant in February. Currently she is in training, on completion she will be placed at the Youngstown WIC clinic, she will also cover Goshen WIC clinic.

YSU students from the Dietetic Future Model Program completed their rotation at Austintown and Boardman WIC clinics.

Virtual Ohio WIC 2023 Nutrition Conference is scheduled for March 22, 2023. All MCPH WIC dietitians will be attending the conference.

Cynthia Grier (submitted electronically)

Health Equity Workshops have been scheduled with all Managers – the dates are 3/17 and 3/21 with an additional date added for Environmental Health. These sessions will discuss historically marginalized groups (POC, women and people in the LGBTQIA+ populations), where MCPH is today and where we hope to go in the future. We will review the Racial Equity Action Plan and discuss how each manager is instrumental in helping us move forward. Managers will also be asked to give insight into the training program and schedule tentative dates for staff sessions. There will be pre- and post-testing at each session so that we can gauge where we are and strategize where we need to go.

MCPH Diversity Day "Save the Date" flyers have gone out or will go out this week. All staff are being asked to bring a dish that is special to them from their culture or heritage to share with us. We are asking for an ingredients list/recipe for those who have food allergies/sensitivities and a little about the dish and what it means to them. We are hosting this on April 19th, which is Board day, so the Board is cordially invited. Staff are also encouraged to share movies, music, items, etc., that can help all of us understand each other better. The Racial Equity Team would like to make this an annual event.

The Racial Equity Team has discussed coming up with a brochure or a one-pager that discusses who we are and what our goals are. As Health Equity takes on a more prominent role, the Team would like to have something to share with the public and partners to show the importance MCPH places on internal and external equity.

Scott Bolam (submitted electronically)

Due to the train car derailment, people asking about testing, and the break recently at Carbon Limestone, we will be starting groundwater monitoring earlier this year, sampling the Mahoning Landfill in Springfield Township the first week of April.

We continue to receive calls regarding the train derailment, although the number has gone down since the incident. We are working with our subcontract lab Summit Environmental in Akron, and Columbiana County Health Department as necessary.

Dr. Kravec

Continued discussion with Ohio Department of Health about acute and chronic care for East Palestine residents and the surrounding areas.

Awaiting future guidance about subsequent Covid vaccines – this was anticipated in the last few weeks.

Ryan Tekac

I would like to congratulate Dr. Miladore on his reappointment to the Board of Health by the District Advisory Council. As we know, Dr. Miladore has been committed to utilizing his medical knowledge to continue with bridging the known gap between medicine and public health.

The DAC Annual meeting took place on March 2nd and I would like to thank DAC Chair Trustee Costello and Secretary Trustee Kale for allowing us to host here at the Board of Health. I would further like to thank the leadership team, Julie and the Board who were able to attend. I presented the annual report this year and provided a brief overview of the work and services we offer to our clients. In doing so, I was approached by trustees who will promote our services as we continue our work to be more visible in the community.

I shared with the Board via email the video content that was designed around our Maternal and Child Health programs along with the video to educate on our TB program. The PIO team is pleased with the work. 898 is going to explore the options on how to get these into the local stations and what our best pricing options would be. They would have to cut the videos down to 30 second spots and their team would be capable of doing so.

Lou Vega, the Director of the Green Team, Colton and I hosted a video conference call with members of the Ohio EPA and representatives from both of our active landfills to discuss the train derailment in East Palestine and the classification of the waste. Knowing both landfills are restricted from receiving hazardous waste, we wanted assurance for transparency to both our agencies from the OHIO EPA and both landfills if they were going to receive any waste from East Palestine. We also followed up with a joint letter stating our ask to both Carbon Limestone and Mahoning Landfills.

We have scheduled our leadership retreat training with Karen Brodbeck from Strategic Leadership Solutions to be held May 10th and 11th.

We are working on scheduling Quality Improvement (QI) training for our new staff members who have been hired since 2019. Thirty-one of our staff are new since 2019 and have not received any formal training in QI. QI is important to our work and staff need to be trained in how they can utilize the QI process and QI tools to improve the delivery of our services for both internal and external purposes. We can only schedule ½ of the 31 for the initial trainings. I will be applying for a TechEd grant to support the second round of training for the rest of the staff.

I want to recognize Jason McNally, and Chris Novak from the lab. They have gone above and beyond to assure the upgrades we have made to the buildings have been smooth. An additional thank you to the staff who have been patient and have adjusted their work areas as we continue to move from the 1970s and clean up our work areas.

VI. 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) Western Reserve Transit Authority, Maternal Preconception Health and Child Health Advertising, \$9,432.50
- 2) Drive TV USA, Maternal Preconception Health and Child Health Advertising, \$1,875.00
- 3) Lamar, Maternal Preconception Health and Child Health Advertising, \$6,250.00
- 4) York Mahoning Mechanical Contractors, Inc., Preventative Maintenance Contract for HVAC System, \$3,000.00
- 5) Protec Instrument Corporation, Replace Radioactive Source in Lead Paint Analyzer, \$3,930.00
- 6) Pitney-Bowes, Postage Meter Installation, Set-up, Software, Supplies, Training and 24-month Subscription Fee, \$6,252.98
- 7) Paolucci Carpet Shop, Carpet for Suite #104, \$2,840.00
- 8) JCM Contracting, Contract Addendum for Fire Hydrant Repair, Change Contract Amount from \$6,725.00 to \$8,328.11
- 9) Auditor of State, Keith Faber, 2022 Audit, \$19,311.00
- 10) OCCHA, HUB Outcome Payments, \$5,000.00
- 11) Evolve Innovation Center, HUB Outcome Payments, \$5,000.00

MOTION

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

Motion carried unanimously.

VII. Travel

A. Official Travel

MOTION

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

Motion carried unanimously.

VIII. Personnel Actions

A. Resignation – A. Wendt

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to accept the resignation of Allison Wendt, RN as presented, with regrets.

Motion carried unanimously.

B. Appoint – Full-Time WIC Health Professional RD/LD

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to appoint Heather Robinson as a full-time WIC Health Professional RD/LD starting at the year two pay rate as presented.

Motion carried unanimously.

IX. Adjournment

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to adjourn the meeting at 8:25 a.m.

Motion carried unanimously.

MAHONING COUNTY PUBLIC HEALTH

FINANCE COMMITTEE MEETING

March 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 8:30 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 March 22, 2023:

- Western Reserve Transit Authority, Maternal Preconception Health and Child Health Advertising, \$9,432.50
- Drive TV USA, Maternal Preconception Health and Child Health Advertising, \$1,875.00
- Lamar, Maternal Preconception Health and Child Health Advertising, \$6,250.00
- York Mahoning Mechanical Contractors, Inc., Preventative Maintenance Contract for HVAC System, \$3,000.00
- Protec Instrument Corporation, Replace Radioactive Source in Lead Paint Analyzer, \$3,930.00
- Pitney-Bowes, Postage Meter Installation, Set-up, Software, Supplies, Training and 24-month Subscription Fee, \$6,252.98
- Paolucci Carpet Shop, Carpet for Suite #104, \$2,840.00
- JCM Contracting, Contract Addendum for Fire Hydrant Repair, Change Contract Amount from \$6,725.00 to \$8,328.11

Meeting adjourned at 10:40 a.m.

MAHONING COUNTY PUBLIC HEALTH

PERSONNEL COMMITTEE MEETING

MARCH 20, 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 4:02 p.m.

At 4:05 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. Mistovich made a motion to leave executive session at 5:00 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 March 22, 2023.

A motion to adjourn was made by Dr. Mosca, seconded by Mr. Mistovich at 5:04 p.m.