

**Minutes of the
Mahoning County Public Health
Board Meeting
October 18, 2023
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on October 18, 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

Present

Mr. Len Perry

Dr. Nancy Mosca

Dr. Michael Miladore

Absent

Mrs. Bev Fisher

Mr. Joe Mistovich

Staff Present:

Ed Janik, Colton Masters, Cathy Hergenrother, Cynthia Grier, Scott Bolam, Thomas Hartzell, Dakota Morgan, Lisa Williams, Dr. Kravec, Julie Thompson, Ryan Tekac

Public Audience:

Tom Costello, Dr. Jeanine Mincher, Dr. Nicolette Powe, Dr. Rick Rogers, Dr. Weiqing Ge

III. Minutes

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve the minutes of the 9/20/23 Board meeting as presented.

Motion carried unanimously.

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve the minutes of the 9/18/23 Personnel Committee meeting as presented.

Motion carried unanimously.

MOTION

Dr. Miladore motioned, Mr. Perry seconded to approve the minutes of the 9/19/23 Finance Committee meeting as presented.

Motion carried unanimously.

IV. Request to Address the Board

A. CDC REACH Grant Update – YSU Faculty

Dr. Powe addressed the Board and introduced her colleagues working with her on the REACH grant that YSU was recently awarded by the CDC. The CDC has changed

some of the grant requirements so it is currently a work in progress and Dr. Powe will update the Board as things are finalized.

V. Special Requests/Subdivision Requests/Board Orders

A. Board Order #EH-BO-2023-08 – TAKRON Holdings LLC (Springfield Twp.)

Mr. Hartzell explained that this is a vacant property creating a public health nuisance as well as a safety hazard because of the accumulation of trash, garbage and debris which serves as harborage of rodents and insects. The exterior of the property is unsecured, allowing for pest and rodent access to the interior. Also, the presence of an above-ground swimming pool serves to actively breed mosquito larvae.

The owners failed to comply with the abatement notice and did not appear at the Health Commissioner’s hearing.

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve the sanitarian’s recommendation for Board Order #EH-BO-2023-08 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:

- Condemned as dangerous to life or health;
- Placarded;
- Abated within 5 days, and;
- To remain vacant until the nuisance is abated.

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

Motion carried unanimously.

B. Board Order #EH-BO-2023-09 – Witzeman (Boardman Twp.)

Mr. Hartzell explained that this is a vacant property creating a public health nuisance as well as a safety hazard because of the accumulation of trash, garbage and debris which serves as harborage of rodents and insects. The exterior of the property is unsecured, allowing for pest and rodent access to the interior.

The owners failed to comply with the abatement notice and did not appear at the Health Commissioner’s hearing.

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve the sanitarian’s recommendation for Board Order #EH-BO-2023-09 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:

- Condemned as dangerous to life or health;
- Placarded;
- Abated within 5 days, and;
- To remain vacant until the nuisance is abated.

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

Motion carried unanimously.

VI. New Business

A. 2023 Budget Changes for Board Approval

Mr. Janik explained that these changes were all reviewed by the Finance Committee. There are five changes. The first four are grant related for the Cribs for Kids/Safe Sleep grant. The fifth change is for the Construction & Demolition Debris fund.

MOTION

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

Motion carried unanimously.

B. Nursing Division – Creation of New Fees

Mr. Janik explained that we have finally received COVID reimbursement rates from the insurance companies. Also included in these new fees are RSV vaccines for infants.

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve the creation of the following fees for the Nursing Division as presented:

| Vaccine | Ages | Fee |
|-------------------|---------------------|------------|
| Beyfortus (A) | See (B) below | \$594.00 |
| Beyfortus (A) | See (C) below | \$594.00 |
| Beyfortus - Admin | All | \$25.00 |
| COVID-19 | 6 months - 4 years | \$ 70.00 |
| COVID-19 | 5 years - 11 years | \$ 90.00 |
| COVID-19 | 12 years and up | \$135.00 |
| COVID-19 | 6 months - 11 years | \$150.00 |
| COVID-19 | 12 years and up | \$150.00 |
| COVID-19-Admin | All | \$ 25.00 |

(A)- RSV-Respiratory Syncytial Virus Monoclonal Antibodies- Nirsevimab
(B)- Neonates and infants younger than 8 months weighing less than 5 kg.
(C) - Neonates and infants younger than 8 months weighing 5 kg or more; infants and children ages 8 months-19 months who are at increased risk of severe RSV disease entering their second RSV season.

Motion carried unanimously.

C. Resolution to Create a New Fund – Adolescent Health Resiliency Grant Fund

Mr. Janik explained that the Maternal and Child Health grant has been broken down into different grants and this is the one we were eligible to apply for. We need to create a new fund to accept the money.

MOTION

Dr. Mosca motioned, Mr. Perry seconded to pass the Resolution to Create a New Fund – Adolescent Health Resiliency Grant Fund as presented.

Motion carried unanimously.

D. 2024 Food Service and Retail Food Establishment Fees – 1st Reading

Mr. Masters explained that this is the first of three readings before the Board. There is a spreadsheet provided by the State, much of which is locked, where we plug in the required information. We worked with the Finance Department to calculate personnel costs. There is no action required by the Board at this time.

E. 2024 Expense Budget

Mr. Janik explained that the Board approved the 2024 Revenue Budget back in August. We sat down with the managers of non-grant funds and reviewed the last two years of expenses and budgeted slightly higher. 2024's expense budget is \$10,500,826.00 and 2023's expense budget was \$9,772,851.00.

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve the 2024 Expense Budget as presented.

Motion carried unanimously.

F. Capital Improvements Committee

Dr. Miladore explained that we have spacing concerns in this building, particularly in our Nursing Division. Mr. Tekac has requested that we create a capital improvement committee which includes a Board member.

After a brief discussion, it was decided that Mr. Perry would be the Board member to serve on the committee.

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve the creation of a Capital Improvements Committee for Mahoning County Public Health.

Motion carried unanimously.

VII. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met yesterday. There are seven contracts to present. Reviewed the 2024 Expense Budget as well as the current finances and all remain on track.

Dr. Mosca reported that the Personnel Committee met on Monday and reviewed two resumes and a retirement.

B. Division/Program

Ed Janik

Introduced Lisa Williams, our new Account Clerk II to the Board. We are excited to have Lisa join our team, she brings a lot of experience with her and she is catching on quickly.

The Board welcomed Lisa to MCPH.

We have received our second half tax settlement for 2023. We received \$552,723.00 in taxes and \$84,190.00 in TB funds.

In September we also received payment for our MAC time study. The Nursing Division received \$37,913.00 and the HUB received \$8,921.00.

Colton Masters

On November 1st we will be holding our second Rabies Vaccination Clinic. We are holding this clinic here at our building and we are hoping for another good turnout.

I would like to thank both Cory Powell and Darlene Sawyers for their hard work completing the 2024 Food Cost Methodology that was presented to the Board today. I know from experience that a lot of work goes into this process, and I am thankful that we have a team who are willing to take on these challenges.

We will be working to establish a public meeting for the Food Fee Hearing and a Licensing Council meeting in relation to the food fees, in the next few months.

We will also be hosting a Rabies Advisory Council meeting sometime in November or December. The date is not set yet, but we will work with the USDA to find a day and time that works for them.

Cathy Hergenrother

For the HUB year to date there have been 828 total referrals, 572 assigned referrals and 321 total enrollments which is a 38.8% total enrollment and a 56.1% assigned enrollment.

As we close in on the year end, planning for next year has begun. OCMH has increased our goal to service 270 pregnant and/or postpartum women. Ms. Angela Dawson, Executive Director of the Ohio Commission of Minority Health, stated that the Ohio HUB network has serviced over 1,000 pregnant women/postpartum women and will be able to compare the Ohio Network of HUBs to the state of Ohio infant mortality rate. Mahoning Valley Pathways HUB has only had one infant death in three years. One death too many. Of the eight cases reviewed by the Fetal Infant Mortality Review (FIMR) committee, not one of those women were connected to HUB services. The importance of the work done in the HUBs throughout Ohio are making an impact.

The HUB would like to thank Dr. Nancy Mosca for serving on the HUB Community Advisor Council. We are pleased to have one of the Mahoning County Public Health Board members on the council.

Erica Horner (submitted electronically)

We received notice of awards for the following Ohio Department of Health Deliverables-Based Grants and Contract which started October 1, 2023. Cribs for Kids/Safe Sleep Fiscal Year 2024 grant \$68,400.00, Breastfeeding in the Workplace Contract \$6,000.00, and the Adolescent Health Resiliency Fiscal Year 2024 grant \$80,000.00.

Daljeet Dhillon (submitted electronically)

WIC Caseload 2023

| | | | | | | | | |
|---------|----------|-------|-------|------|------|------|--------|-------|
| January | February | March | April | May | June | July | August | Sept. |
| 3609 | 3630 | 3684 | 3750 | 3833 | 3856 | 3908 | 3928 | 3940 |

WIC caseload is consistently increasing.

Nutramigen formula is still in short supply. ODH is working with Mead Johnson, producer of Nutramigen to address participant and supply concerns.

MCPH WIC breastfeeding rate continues to be low: 50.41% of women initiated breastfeeding in September 2023 and only 24.4% are currently breastfeeding.

The WIC program completed issuing Farmer’s Market vouchers and have mailed required information to ODH. Report on the rate of redemption for the Farmer’s Market vouchers is analyzed by ODH once all Ohio counties submit the required information. The presence of ACTION mobile markets at WIC clinic sites increased accessibility to redeem Farmer’s Market vouchers for the WIC participants. Collaboration and community engagement is conducive to the success of the MCPH WIC program.

The 2024 WIC grant year started October 1, 2023.

The standard cash value benefit (CVB) food package for fruits and vegetables has been increased for October and November of Federal Fiscal Year 2024.

The new amounts are as follows:

- \$26 for children
- \$47 for postpartum women
- \$52 for fully/partially breastfeeding and pregnant women
- \$78 for exclusively breastfeeding multiples

Breastfeeding Peer Helper, Sacleta Penny, is in training under the guidance of Michelle Rovnak. Sacleta will be covering all of the WIC clinics.

Scott Bolam

The Lab continues to provide our routine testing services to the community.

We just finished third quarter testing for our public water system EPA clients.

The Mahoning County O&M program has sampled 560 locations so far.

We have completed our groundwater monitoring sampling activities for the year.

Dr. Kravec

Working with Erica on some new protocols. Flu is fairly quiet so far. COVID is a popular topic, however the inpatient numbers remain low.

Ryan Tekac

As we continue our work in suicide prevention Vince Brancaccio, Director of the HELP Network of NE Ohio, has asked for us to participate in their HOPE IN MOTION campaign that will be held on October 26th from 10:30-12:00 at the Covelli Center parking lot. The purpose of the campaign is creating community-wide awareness of the national 988 number for the suicide crisis lifeline. It is important to know that 988

is the number to call when considering suicide or facing a crisis. Tracy Styka, one of our CHES, will be there to represent MCPH.

I also want to mention that our video to bring awareness to the crisis text line is now up and running and it has been seen by members of the community. A message was passed along from a representative at WKBN who was working with 898 Marketing on our media buys and the message states" *"Please pass along to Jeff and MCPH - I had suicide take the lives of some close friends when I was younger. I love the message of the commercial. I went to management and asked for a bonus schedule. They said yes. I will add bonus commercials to the orders and I'm creating a bonus schedule on MyYTV."*

A big thank you to the 27 WKBN team for recognizing the importance of sharing our message that there is always hope and someone to speak with.

Representative Lauren McNally and the County Commissioners passed a resolution to recognize this past Sunday as Pregnancy and Infant Loss Remembrance Day. On average since 2007, Mahoning County experiences the unfortunate loss of 21 infants with a disparity trend of 3.2 between black infant deaths and white infant deaths. There wasn't a dry eye in the room after a mom shared her story of the unfortunate loss of her child. Both Representative McNally, the County Commissioners and the family thanked us for the continued work we do through FIMR, MY Baby's 1st and other MCPH programs to provide maternal and child care and educational programs.

As Ed approaches his part-time status, I have been doing some research with local health districts (LHD) who are structured with a separation of Finance and Human Resources. Through the AOHC salary survey for those who have participated, I found that 21 LHDs have positions currently separated and there is no relation to population served by the LHD. I will reach out to some of the LHDs to interview about the separation of positions and to also share job descriptions. Next month I would like to be ready to review and approve both job descriptions with permission to post and hire so there is enough time for orientation and to work alongside the fiscal and leadership team.

Congratulations to Colton Masters who received the Outstanding Sanitarian Award from the OEHA at the Fall conference.

Thank you to our entire staff for another month of dedication to our community and its partners as it does not go unnoticed.

VIII. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

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

Motion carried unanimously.

B. Contracts

- 1) Youngstown City Health District, Tire Disposal Event, \$6,000.00
- 2) Ross Commercial Services, Strip and Wax Floors at Laboratory Services Division, \$2,848.00

- 3) Care Coordination Systems, Addendum to HUB Software Contract, Increase from \$40,000.00 to \$62,500.00
- 4) Petrus HR Solutions, LLC, Compensation Comparison Study, \$7,000.00
- 5) Jensen Lock and Alarm, Installation of Two Handicap Accessible Doors, \$10,430.88
- 6) Harris' Greenscape, LLC, Snow Removal at 50 Westchester, \$7,500.00
- 7) Target Defense, Inc., Penetration Testing, \$4,595.00

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve contracts number one through seven as presented.

Motion carried unanimously.

C. **Notice of Award – 2023 WPCLF Monies**

- 1) Project #1-2023 – Yoho's Action Septic Tank & Supply, Inc., \$30,900.00
- 2) Project #2-2023 – Yoho's Action Septic Tank & Supply, Inc., \$38,900.00

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve the Notice of Awards for projects one and two with 2023 WPCLF monies as presented.

Motion carried unanimously.

IX. Personnel Actions

A. Appoint – Full-Time Registered Environmental Health Specialist

MOTION

Dr. Mosca motioned, Mr. Perry seconded to appoint Amanda Elliott as a full-time Registered Environmental Health Specialist at the year two rate as presented.

Motion carried unanimously.

B. Appoint – Full-Time Public Health Nurse

MOTION

Dr. Mosca motioned, Mr. Perry seconded to appoint Kayla Scheufler as a full-time Public Health Nurse at the year two rate as presented.

Motion carried unanimously.

C. Retirement – J. LuBonovic

MOTION

Dr. Mosca motioned, Mr. Perry seconded to accept the retirement of John LuBonovic with regrets and well wishes and also approved to post/advertise for a full-time Plumbing Inspector as presented.

Motion carried unanimously.

D. Executive Session

MOTION

Dr. Mosca motioned, Mr. Perry seconded to enter into Executive Session to consider the appointment, employment, discipline or compensation of public employees at 9:33 a.m.

Motion carried unanimously.

E. Exit Executive Session

MOTION

Mr. Perry motioned, Dr. Mosca seconded to exit Executive Session at 10:05 a.m.

Motion carried unanimously.

F. Memorandum of Understanding with AFSCME Local 3759

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve the Memorandum of Understanding between Mahoning County Public Health and Ohio Council 8- AFSCME Local 3759 as presented whereas Article 1 of the MOU states, *"The parties hereby agree that Workforce Development Incentive payments shall be paid to all members of the Union in the amount of the lesser of one thousand five hundred dollars (\$1,500.00) or three percent (3%) of each employee's hourly rate of pay as of November 3, 2023 times 1,950 hours (prorated for part time-time employees). Applicable payroll deductions will be taken from such payments. These Workforce Development Incentive payments shall be paid on November 17, 2023."* And to include Article 2 of the MOU which states, *"In consideration for the payment of the Workforce Development Incentive payments, the parties agree to amend ARTICLE 20 WAGES, SECTION 1 SENTENCE 3 to New employees based on experience may be placed no higher than the four (4) year wage step of the pay scale."*

Motion carried unanimously.

G. Wage Adjustment – Two New Employees

MOTION

Dr. Mosca motioned, Mr. Perry seconded to appoint the new full-time hires of Amanda Elliott (Registered Environmental Health Specialist) and Kayla Scheufler (Public Health Nurse). Both hires will be brought in at the 4-year wage step of the pay scale as described in the MOU approved by the Board but contingent upon the Unions acceptance of the Board approved MOU.

Motion carried unanimously.

H. Workforce Development Incentive – Non-Union and Exempt Employees

MOTION

Dr. Mosca motioned, Mr. Perry seconded to apply the Workforce Development Incentive to all non-union and exempt MCPH employees as stated in Article 1 between Mahoning County Public Health and Ohio Council 8- AFSCME Local 3759 as presented whereas Article 1 of the MOU states, *"The parties hereby agree that Workforce Development Incentive payments shall be paid to all members of the Union in the amount of the lesser of one thousand five hundred dollars (\$1,500.00) or three percent (3%) of each employee's hourly rate of pay as of November 3, 2023 times 1,950 hours (prorated for part time-time employees). Applicable payroll deductions will be taken from such payments. These Workforce Development Incentive payments shall be paid on November 17, 2023."*

Motion carried unanimously.

X. **Adjournment**

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to adjourn the meeting at 10:12 a.m.

Motion carried unanimously.

MAHONING COUNTY PUBLIC HEALTH

PERSONNEL COMMITTEE MEETING

October 16, 2023

4:00 P.M.

Mahoning County Public Health

50 Westchester Drive

Youngstown, Ohio 44515

MINUTES

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

Staff present: Ryan Tekac
Ed Janik

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

At 4:05 p.m. Mr. Perry made a motion to enter executive session to consider the appointment, employment, discipline, or compensation of public employees, or to discuss pending or imminent court action, collective bargaining matters, or security matters.

The motion was seconded by Dr. Mosca.

Mr. Perry made a motion to leave executive session at 5:38 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 October 18, 2023.

A motion to adjourn was made by Dr. Mosca, seconded by Mr. Perry at 5:40 p.m.

MAHONING COUNTY PUBLIC HEALTH

FINANCE COMMITTEE MEETING

October 17, 2023

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

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

The Finance Committee reviewed the budget changes for Board approval, the creation of new fees in the Nursing Division, the resolution to create the Adolescent Health Resiliency grant fund, the proposed 2024 Food Service and Retail Food Establishment fees, the 2024 Expense Budget and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting October 18, 2023:

- Youngstown City Health District, Tire Disposal Event, \$6,000.00
- Ross Commercial Services, Strip and Wax Floors at Laboratory Services Division, \$2,848.00
- Care Coordination Systems, Addendum to HUB Software Contract, Increase from \$40,000.00 to \$62,500.00
- Petrus HR Solutions, LLC, Compensation Comparison Study, \$7,000.00
- Jensen Lock and Alarm, Installation of Two Handicap Accessible Doors, \$10,430.88
- Harris' Greenscape, LLC, Snow Removal at 50 Westchester, \$7,500.00
- Target Defense, Inc., Penetration Testing, \$4,595.00

The Finance Committee will also recommend approval of the following 2023 Water Pollution Control Loan Fund awards:

- Project #1-2023 – Yoho's Action Septic Tank & Supply, Inc., \$30,900.00
- Project #2-2023 – Yoho's Action Septic Tank & Supply, Inc., \$38,900.00

Meeting adjourned at 10:15 a.m.