

**Minutes of the  
District Board of Health  
Mahoning County  
July 15, 2016  
8:00 a.m.**

The Mahoning County District Board of Health held its regular meeting on July 15, 2016 at 8:00 a.m. at the offices of the Mahoning County District Board of Health, 50 Westchester Drive, Youngstown, Ohio 44515.

**I. Pledge of Allegiance**

**II. Roll Call**

Present

Len Perry  
Margot Baird  
Bev Fisher

Absent

Don Somers

Staff Present:

Ed Janik, Ryan Tekac, Loretta Floyd-Pleas, Angelo Italiano, Erica Horner, Susan Kovach, Michelle Edison, Scott Bolam, Dr. Kravec, Cora Lewis, Marcy Vaughn, Nancy Butch, Julie Thompson, Patt Sweeney

Public Audience:

Dave Mannion, Mike Heher

**III. Minutes**

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to approve the minutes of the 6/15/16 Board meeting, 6/13/16 Personnel Committee meeting and 6/13/16 Finance Committee meeting as presented.

Motion carried unanimously.

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

**A. Board Order #SW-BO-2016-002 – Baird (Smith Twp.)**

Mr. Italiano explained that on October 16, 2014 Mr. Baird was issued an abatement notice to cease the open dumping of solid waste on his property. His failure to comply with the notice resulted in a Health Commissioners Hearing on March 31, 2015. At the conclusion of the hearing it was agreed that Mr. Baird would not be required to remove and send for proper disposal all solid waste on the surface of the ground of his property. Alternatively, the property owner agreed to obtain a license for a junk yard, under the provision of ORC 4737.05 to 4737.12. As of this date however, he has not complied.

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to approve the sanitarians recommendation for Board Order #SW-BO-2016-002 as amended:

**An order requiring Mr. Baird to immediately obtain a junk yard license and construct the fence required by the license. Mr. Baird has 15 days to comply. If the property is not converted to a junk yard in the allotted time, it must be cleaned up in 30 days.**

Motion carried unanimously.

**V. Old Business**

A. 2013, 2014 and 2015 Solid Waste Facility License – Central Waste

Mr. Tekac recommended that, based on discussions with the Ohio EPA, the Board deny the 2013, 2014 and 2015 Solid Waste Facility License for Central Waste.

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to deny to 2013, 2014 and 2015 Solid Waste Facility Licenses for Central Waste.

Motion carried unanimously.

B. Mahoning County District Board of Health Rabies Control Regulations – 2<sup>nd</sup> Reading

Mr. Tekac explained that this is the second of three readings of the regulations and there is no action required of the Board at this time.

**VI. New Business**

A. Funding from the Ohio Department of Medicaid

Mrs. Sweeney explained that we have been formally notified by Medicaid that the MY Baby's 1<sup>st</sup> Coalition, will be receiving \$780,000.00 to increase the reach of Community Health Workers in Mahoning County; \$179,000.00 to expand access to CenteringPregnancy® sites in Mahoning County; \$932,000.00 to expand access to the Pathways Community HUB Program and \$249,600.00 for on-demand transportation so that women who are participating in the Coalition's program have access to get to their appointments. MCDBOH will also receive \$300,000.00 to ensure grant management and program oversight. We are now in the process of signing these agreements. We, as fiscal agents for the Coalition, will be receiving a total of \$2.4 million dollars over the next two years; most of which will be distributed to subcontractors.

**VII. Reports**

A. Committee

Mrs. Baird reported that the Personnel Committee met last week and will discuss their issues in Executive Session.

Mrs. Fisher reported that the Finance Committee met this week. She thanked Mr. Perry for filling in for Mr. Somers and reported that they reviewed the finances as well as the contracts for this agenda.

B. Division/Program

Ed Janik

Our quarterly and monthly fiscal reports have been submitted to ODH. We are working on our 2017 food cost analysis. Lori Keller and I completed the Medicare revalidation process yesterday.

Ryan Tekac

Mosquito trapping continues; we received results back from ODH and we have not had any mosquitos come back positive for West Nile Virus. Our educational campaign is underway – our billboards are up in Boardman and Austintown and the movie theater ads start running tomorrow. We have a rabies vaccination clinic scheduled for July 23<sup>rd</sup> at the New Middletown Fire Department. We are also going to set up a small table out there to pass out some of our mosquito educational materials. We've received 15 WPCLF applications. We will be making some adjustments in inspector assignments upstairs due to the injury of a staff member. Testing in Yellow Creek continues; we are in the 12<sup>th</sup> week with six additional weeks to follow. Two QI teams have been meeting; one with the HUB and one in the Nursing Division. We have had numerous complaints since March regarding a

property in Craig Beach. There is a house and a trailer on the property with a gentleman living in the trailer and really, the only complaint, is high grass. Our inspector has addressed every complaint we have received to see if our Nuisance Abatement Code applies to anything on the property and I even went out last week to put a second set of eyes and see if anything applies. We went out to the Village meeting Wednesday night to speak to the Mayor and Council to help them understand that there are no violations to our code.

#### Loretta Floyd-Pleas

WIC continues to participate in the Smoke Free Families project. We are five months in to the 12 month project. We are fortunate to have resources in our community for tobacco cessation. We are sending out information about our Breastfeeding Awareness Event in August. Our Farmers Market Program is going very well this year and we are fortunate to have some vendors who are willing to double the amount of produce you can buy so your \$20.00 becomes \$40.00.

#### Erica Horner

I would like to introduce our three newest employees in the Nursing and Community Health Division; Coral Lewis is our Infant Mortality Prevention Coalition Coordinator, and Nancy Butch and Marcy Vaughn are our two new Public Health Nurses. We have scheduled an additional childhood immunization clinic in July to accommodate the new 2016-2017 school year requirements for the meningococcal vaccine for 7<sup>th</sup> and 12<sup>th</sup> graders. We had an additional clinic in June, July and plan one also in August. We completed our health district immunization self-assessment (AFIX). Our rate has increased to 55% from this time last year. The CDC's advisory committee on immunization practices has recommended that flu mist should not be used during the upcoming 2016-2017 flu season. The reasoning is based on declining efficacy results over the last several years.

#### Susan Kovach

The 2015-2016 PHEP grant is over and everything has been submitted. We have moved on to our last year of our five year cycle. Next year it will be a competitive year and we have no idea what the grant will look like. We have two positive Zika cases in our county. We are looking forward to distributing our educational materials for the mosquito campaign once we receive them. We are part of the 15 county surveillance for the Republican National Convention. We will receive daily reports of activities at the Convention.

#### Michelle Edison

We just completed our second quarter of implementation and our third quarter of being fully operational in the HUB. We submitted our continuation grant for year two and are waiting to hear back regarding that. Regarding our QI project, the Care Coordinating agencies were trained on Tuesday in accurate data entry, the focus of our QI project, and a survey will go out next week to see if they feel they have learned more through the training. A guide will be developed on how to accurately input specific information that is required. The accuracy level will then be reassessed next month. As of yesterday we have 52 clients and have initiated approximately 230 pathways.

#### Scott Bolam

We are having our A2LA audit this year in addition to the other audits we've had so we are preparing for that to happen in either August or September. I received a request for information from the State regarding lead testing capability from environmental laboratories in the state. They may be putting a bid out for systematic testing of the schools. We have completed the groundwater monitoring testing around Central Waste and will be collecting samples around Mahoning Landfill next.

#### Dr. Kravec

Working with the staff on questions that come up – there have been a lot of questions about Zika and mosquitoes in general as I've been out and about so I've been referring back to Ryan as well.

Patt Sweeney

Our staff has done a phenomenal job in applying for \$4.4 million dollars' worth of grants in April, May and June. Ed, Kathy, Erica, Michelle and Loretta have done an amazing job of getting these grant applications together under very difficult circumstances as the rules have changed dramatically from when the programs first began. I want to thank everyone for their herculean efforts. The next big project on the horizon is our PHAB Annual Report which we will start working on in August.

**VIII. Approval of Monthly Expenses**

A. Monthly Expenses

**MOTION**

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

Motion carried unanimously.

B. Contracts

1) Doctors Park Veterinary Clinic, Rabies Specimen Preparation and Submission, \$2,000.00

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to approve the contract with Doctors Park Veterinary Clinic as presented.

Motion carried unanimously.

2) Time Warner Cable, Internet Services Youngstown WIC Clinic, \$1,559.88/yr. (3 year contract)

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to approve the contract with Time Warner Cable with the understanding that Ed and Julie will negotiate to get the best terms whether it be a year up to 36 months.

Motion carried unanimously.

3) Baldwin Group Inc., HDIS Software Maintenance Agreement, \$3,521.12

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to approve the contract with Baldwin Group, Inc., as presented.

Motion carried unanimously.

**IX. Travel**

A. Official Travel

**MOTION**

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

Motion carried unanimously.

**X. Personnel Actions**

A. Executive Session

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to go into Executive Session to discuss personnel matters at 9:03 a.m.

Motion carried unanimously.

B. Exit Executive Session

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to exit Executive Session.

Motion carried unanimously.

C. Confirmation of Appointment – Full-Time Employees

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to confirm the appointment of Marcy Vaughn and Nancy Butch as full-time Public Health Nurses and Cora Lewis as full-time Infant Mortality Prevention Coalition Coordinator.

Motion carried unanimously

D. Post/Advertise/Hire – Community Health Education Specialist

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded post/advertise and hire a full-time Community Health Education Specialist.

Motion carried unanimously.

E. Post/Advertise/Hire – Part-Time Breastfeeding Peer Helper

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to post/advertise and hire a part-time Breastfeeding Peer Helper.

Motion carried unanimously.

F. Post/Advertise – Part-Time Sanitarian

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to post/advertise for a part-time Sanitarian.

Motion carried unanimously.

XI. Adjournment

**MOTION**

Mrs. Fisher motioned, Mrs. Baird seconded to adjourn the meeting.

Motion carried unanimously.

DISTRICT BOARD OF HEALTH  
MAHONING COUNTY

BOARD OF HEALTH FINANCE COMMITTEE MEETING  
July 11, 2016  
5:00 P.M.

Canfield Fairgrounds Administration Building  
7265 Columbiana Canfield Road  
Canfield, Ohio 44406  
MINUTES

Board members present: Mrs. Bev Fisher  
Mr. Len Perry

Staff present: Patricia Sweeney  
Ed Janik

Meeting called to order at 5:10PM  
Pledge of Allegiance made.  
Roll call conducted.

The Finance committee reviewed the financial reports and discussed proposed contracts. The Finance Committee will make the following recommendations at the next regularly scheduled MCDBOH meeting July 15, 2016:

1. Doctors Park Veterinary Clinic, Rabies Specimen Preparation and Submission, \$2,000.00
2. Time Warner Cable, Internet Services Youngstown WIC Clinic, \$1,559.88/yr. (3 year contract)
3. Baldwin Group, Inc., HDIS Software Maintenance Agreement, \$3,521.12

Motion to adjourn was made by Mrs. Fisher, seconded by Mr. Perry at 6:25 PM

**DISTRICT BOARD OF HEALTH  
MAHONING COUNTY**

**BOARD OF HEALTH PERSONNEL COMMITTEE MEETING  
JULY 08, 2016  
7:30 A.M.**

**Mahoning County District Board of Health  
50 Westchester Drive  
Youngstown, Ohio 44515**

**MINUTES**

Board members present:           Mrs. Margot Baird  
  Mr. Len Perry

Staff present:                        Patricia Sweeney  
  Ed Janik

Meeting called to order at 7:33 AM  
Pledge of Allegiance made  
Roll call conducted

At 7:35 AM. Mrs. Baird 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. Perry.

Mr. Perry made a motion to leave executive session at 8:30AM. The motion was seconded by Mrs. Baird.

Upon leaving executive session the Personnel committee stated that they would make recommendations related to the appointment, employment, and compensation of public employees during the next regular meeting of the Board of Health on July 15, 2016.

A motion to adjourn was made by Mrs. Baird, seconded by Mr. Perry at 8:45.