

**Minutes of the
District Board of Health
Mahoning County
October 19, 2016
8:00 a.m.**

The Mahoning County District Board of Health held its regular meeting on October 19, 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

<u>Present</u>	<u>Absent</u>
Len Perry	Bev Fisher
Don Somers	
Margot Baird	

Staff Present: Ed Janik, Susan Kovach, John Hallas, Loretta Floyd-Pleas, Scott Bolam, Dr. Kravec, Steve Napolitano, Drew Stefan, Julie Thompson, Patt Sweeney

Public Audience: Barry & Mary Moore, Travis Mong

III. Minutes

MOTION

Mrs. Baird motioned, Mr. Perry seconded to approve the minutes of the 9/21/16 Board meeting as presented.

Motion carried unanimously.

MOTION

Mrs. Baird motioned, Mr. Somers seconded to approve the minutes of the 9/20/16 Finance Committee meeting as presented.

Motion carried unanimously.

MOTION

Mr. Perry motioned, Mrs. Baird seconded to approve the minutes of the 9/20/16 Personnel Committee meeting as presented.

Motion carried unanimously.

IV. Special Requests/Board Orders/Holding Tank Requests

A. Special Request #EH-SR-16-03 – Moore (Beaver Twp.)

Mr. Napolitano explained that this is variance request for the isolation distance from a well to the septic system, primarily the tanks. This is an existing well on which an emergency alteration was performed due to lack of water in the home. When Quality Water submitted the site plan, the alteration was already complete. When I went out to do my site evaluation I was skeptical of the 50 foot distance the private water system contractor indicated on the plan. After performing a field inspection and having all components of the septic system staked by a registered pumper it was determined that the well was 40-41

feet away from the septic tanks indicating that the private water system contractor did not submit an accurate site plan. After a conversation with the Ohio Department of Health, they indicated that in order to obtain final approval for the private water system, an approved variance would need to be secured from the Board of Health. A water sample was taken on September 20, 2016 and a safe sample was achieved on the first attempt. All other components of the septic system are 80 plus feet from the well.

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the recommendation of the sanitarian for EH-SR-16-03 as amended:

To approve the variance as requested with the recommendation that the homeowner have the well tested **twice yearly by an EPA certified laboratory and submit the results to this office.**

Motion carried unanimously.

B. Board Order #EH-BO-16-04 – Ciavarella (Struthers City)

Mr. Stefan explained that this is a vacant property located in Struthers that has degraded and has many openings. The owner has failed to comply with the abatement notices and did not appear at the Health Commissioner's Hearing.

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the recommendation of the sanitarian for EH-BO-16-04 as presented:

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

- condemned as dangerous to life or health;
- placarded;
- abated within 7 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.

C. Board Order #EH-BO-16-05 – Ieraci (Boardman Twp.)

Mr. Stefan explained that this is an occupied property with a pool that is creating a public health nuisance and safety hazard because the pool is left uncovered and is holding untreated water. The owner has failed to comply with the abatement notices and did not appear at the Health Commissioner's Hearing.

MOTION

Mrs. Baird motioned, Mr. Perry seconded to approve the recommendation of the sanitarian for EH-BO-16-05 as presented:

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

- condemned as dangerous to life or health;
- placarded;
- abated within 7 days.

Motion carried unanimously.

V. New Business

A. Meander Hospitality Group – Plumbing Permit Extension

Mrs. Sweeney explained that this was reviewed by the Finance Committee. This group had a registered plumber pull a plumbing permit for all of the fixtures and inspection fees. The time has lapsed however, and they are due to pull another permit to finish the work. What they are requesting is that we do not require them to pay again for all of the fixtures that were paid for originally, just the inspections. If there were to be additional fixtures, they can be paid for as well. We have done this before for other contractors.

MOTION

Mr. Somers motioned, Mr. Perry seconded to approve the plumbing permit extension as requested.

Motion carried unanimously.

B. Establishment of New Fund – Mosquito Control Grant

Mr. Janik explained that any time we have a new fund, the County Auditor requests that the Board of Health passes a resolution approving that new fund. This new fund is for the monies we received from the Ohio EPA for the Mosquito Control grant.

MOTION

Mr. Somers motioned, Mr. Perry seconded to approve the creation of a new accounting fund for the Mosquito Control Grant as presented.

Motion carried unanimously.

C. Buckeye Community Health Plan HUB Agreement

Mrs. Sweeney explained that this is a Medicaid Managed Care Plan Contract with Buckeye Health Plan. The new business component of this is that we are in the process of starting to negotiate with the separate Medicaid managed care plans to have HUB agreements so that for each of their activities that the HUB community care agencies undertake that they will be reimbursed for their services; all the way down to each prenatal care visit, each pathway that's opened and closed, it's all part of how the HUB becomes sustainable. As part of our process to become a certified HUB, we have to have contracts with Medicaid managed care. There is nothing to approve at this point, I just wanted you to be aware we are moving forward with process.

D. 2017 Budget

Mr. Janik presented the 2017 Budget to the Board. This was reviewed by the Finance Committee. Like every year, I sat down with each of the managers to review each department budget, revenue and expense. Our budget this year is \$7,484,314.00, last year we were at \$5,698,379.00 but in looking at it, with the Medicaid money (\$1,220,874.00) and the Water Pollution Control Loan Fund (\$250,000) which we didn't have last year, that's the biggest chunk of it. Mr. Somers added that quite a bit of time was spent reviewing this at the Finance Committee meeting.

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the 2017 Budget as presented.

Motion carried unanimously.

E. Board Continuing Education – Performance Management and Quality Improvement Updates

Mrs. Sweeney gave a 45 minute presentation to the Board updating them on the status of our performance management measures. Our agency has worked diligently to integrate

our strategic plan, performance management plan and our quality improvement plan. A copy of the 2016 MCDBOH Performance Management Indicator Evaluation is attached to these minutes. Based on the results of the performance management evaluation, the Quality Improvement Council directed four quality improvement projects during 2015-2016. Information on each is as follows:

1. **Nursing Billing 101.** This QI project began in response to performance management indicator data which demonstrated that immunization billing standards were not being achieved. Too often, information collected for billing was incomplete and/or inaccurate. This project began in 2015 (QI Cycle - Plan) when the processes undertaken to gather, verify and report information required to bill third parties for childhood and adult immunizations were defined. During 2016, the "Do" components of the QI cycle were completed through process mapping, reporting form revision, the creation of instruction guides, and re-training of nursing and clerical staff. During the last quarter of 2016, the "Check" component of the QI cycle is being implemented.
2. **HUB data correction.** During 2016, MCDBOH implemented a Community Pathways HUB utilizing Care Coordinating Agencies (CCA) and Community Health Workers (CHW) to improve birth outcomes for the community's most at-risk pregnant women. Monitoring HUB program goal achievement was hampered by data input omissions and errors. This QI project was designed to increase accuracy, completeness and timeliness of HUB data inputting. All QI cycles were completed during 2016.
3. **No time to waste.** As a result of 2016 Performance Management data, this QI project was designed to increase efficiency of processes in the WIC program in order to decrease time spent waiting for WIC services and to improve client satisfaction with services. QI Cycle "Plan" completed to date. In the next step, LEAN Ohio Six Sigma tools such as process mapping, the 5 why's and/or cause and effect analysis will be used to identify the factors and steps in the processes that are causing undue delays. It is expected that this project will continue into 2017.
4. **Who is "IT".** Staff growth of 30% along with the implementation of Microsoft based tablets in the field, and more sophisticated epidemiology and mapping demands have greatly increased MCDBOH utilization of all forms of Information Technology (IT). This QI project was created to ensure that MCDBOH will have a sustainable, efficient, and cost effective IT infrastructure into the future. This project aligns with strategic priorities 2 and 3: financial health and innovation in public health practice. It is currently in the QI Cycle "Plan" and is expected to continue into 2017.

MCDBOH conducted 4 QI projects in each of the preceding 3 years; 2014, 2015 and 2016. During 2016 2 projects were programmatic (WIC and HUB) and two were administrative (Nursing billing and IT). During 2016, 25 of 65 staff were actively engaged in QI projects representing every division in the department: WIC, HUB, Nursing and Community Health, Environmental Health, Fiscal, Laboratory and Administration. This participation represents a 32% increase in the number of staff actively engaged in QI projects in 2016 over 2015.

VII. Reports

A. Committee

Mr. Somers reported that the Finance Committee met and spent a lot of time on the budget as well as all of the contracts on the agenda.

Mrs. Baird reported that the Personnel Committee met and will discuss their items in executive session.

Mr. Somers took a moment to thank staff members Dan Hutton, Scott Bolam and Ryan Tekac for a job well done on behalf of a family he met for whom Dan had done the septic and well

evaluation and they said he did a great job. They also needed to be enrolled in the groundwater monitoring program because of their proximity to an area landfill and within a few hours of sending an email to Ryan, he and Scott had them enrolled in the program. The family is very appreciative of everything that was done to help them.

B. Division/Program

Ed Janik

Have spent a lot of time working with the managers on the budget. Later this month Darlene Sawyers and I are going to attend a seminar by the State Auditor's Office in Ashtabula about notes to the financial statement which is an important part of our annual report.

Loretta Floyd-Pleas

We just concluded our round of sending out information to our pediatricians about the formulary changes. We also completed our rounds of chart audits at each of our clinic sites and we are doing an assessment on that. We continue with our 5 A's intervention smoking program and they have offered us another opportunity with the Baby & Me research study so we're going to look at the documentation they sent us on that program.

Susan Kovach

I am reporting for the Nursing and Community Health Division because Erica is attending training in Columbus. Flu clinic season has begun, 523 shots have been given so far. Public health nurse, Amie Widrig, has completed the week long training to become a Certified Tobacco Treatment Specialist. For the month of September, we were 100% successful having children who are age 2 up to date on their shots at our clinics. For the 1st quarter of the Cribs for Kids program we conducted 66 safe sleep training sessions and distributed 66 Pack-N-Play portable cribs. We received our special conditions for the Maternal and Child Health 2017 grant and are working on the annual report for 2016. On October 28th we will have another meth lab training for any interested staff, especially those who go into homes, so they can learn what to look for. RS credit hours are available for the training. A reconstituted Safety Committee will have its first meeting tomorrow morning. We are working on an injury prevention grant that would assist us with creating a coalition for drug overdoses. On the emergency preparedness side, we still have our Ebola grant, and Zika funds – so we will implement our mosquito education program again next summer. For the Ebola we are continuing to work on isolation and quarantine policies for our law enforcement and alternate housing in case we need to quarantine a family.

John Hallas

Ryan is also in Columbus for training so I have his report; mosquito trapping has ended for the season. Due to the Zika virus, we were trapping to isolate the Aedes Aegypti or Albopictus but none were found this season. In addition, all of the mosquitoes trapped have tested negative for the West Nile Virus. As Ed mentioned, the Board of Health has been awarded \$20,940.00 in grant funding from the Ohio EPA for the 2016 mosquito control grant activities. The deadline for use of this funding is December 31, 2016. We plan on using the money to purchase materials related to trapping such as additional batteries and computer hardware to be used during 2017. In addition, educational material as well as larvacide will be purchased for the upcoming mosquito season. Additional grant funding may be available in 2017. We are going to have our 3rd rabies vaccination clinic at Angels for Animals on Saturday, October 29th. They are letting us use their facility because we have had successful clinics at this location. This year we have received a number of complaints regarding rats in Austintown regarding rats. We have been working with the township and zoning in an effort to provide educational materials in affected neighborhoods. We have developed a trifold educational brochure that will be distributed to these areas. I applied for our agency to be part of the mentorship program in the Retail Program Standards through NACCHO. The three grants that we received last year are available again this year so I will be applying for all of them. The food program is on track

to meet their program requirements for this year. I have a draft prepared for an Excellence in Food Preparation Sanitation Award which would be eligible for anyone in a Class 3 or Class 4 operation. I am hopeful before next season starts that we will have updated guidelines for bathing beaches and also I would like to have an escalated enforcement policy for the pool program created.

Scott Bolam

We have received 120 lead samples from an area school. We are finishing up all the groundwater monitoring landfill sampling. The end of September was the end of the third quarter for all of our public drinking water systems which is usually the busiest of the quarters.

Dr. Kravec

I attended my first Association of Ohio Health Commissioner's Conference and Medical Director University which was a great opportunity. The topics included human trafficking and the opiate epidemic, hepatitis and infant mortality.

Patt Sweeney

Section Two of the PHAB Annual Report has been unlocked and the work continues. We are in the process of evaluating and updating our 2016 Community Health Improvement Plan. Our performance management work is part of our PHAB report so we'll be discussing this and our quality improvement projects in a couple of minutes. We have four quality improvement projects that have taken place over the course of the last year. The Neonatal Abstinence Syndrome Task Force has developed a data collection instrument that the team is going to vet today and then we will be embarking on review of clinical records and collecting data on the incidence of neonatal abstinence in our community. This past week I attended a meeting with Mental Health and Recovery Board, Compass and other agencies around the county who invited folks from Canton and Stark county who are working on a Hoarding Task Force. We will be creating a much needed task force for Mahoning County. I presented the results of a Yellow Creek water quality study we conducted for Poland Village at a village meeting last week. Director Hodges from the Ohio Department of Health will be here on Monday, October 24th in the afternoon for a visit. Any of the Board members who might be able to attend are more than welcome. We have 84 women enrolled in the HUB, there are 24 referrals pending. We attended a HUB summit in Akron to learn more about contracting with Medicaid managed care. Michelle was awarded a scholarship to attend a multi ethnic advocates for cultural competence annual conference. There was a diverse group of professionals and leaders discussing how to increase diversity and how to help disparate communities reach their potential. Michelle is currently at Meridian talking to the pregnant and new moms group. She is working to build a collaborative relationship between Meridian and the HUB. Michelle is also planning a car seat give away with Akron Children's Safe Kids Program sponsored by Molina.

VIII. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

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

Motion carried unanimously.

B. Contracts

1) Biomedical Laboratories, TB Lab Testing, \$4,000.00

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the contract with Biomedical Laboratories as presented.

Motion carried unanimously.

2) Fastsigns, WIC Program WRTA Advertising, \$2,499.90

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the contract with Fastsigns as presented.

Motion carried unanimously.

3) Northeast Ohio Infectious Disease Associates, Inc., TB Control Officer, \$10,800.00

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the contract with Northeast Ohio Infectious Disease Associates, Inc. as presented.

Motion carried unanimously.

4) Mercy Health Foundation – Resource Mothers, MY Baby’s 1st Medicaid Program, \$154,870.00

5) Mercy Health Foundation – CenteringPregnancy, MY Baby’s 1st Medicaid Program, \$31,584.00

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the contract with Mercy Health Foundation – Resource Mothers and Mercy Health Foundation - CenteringPregnancy as presented.

Motion carried unanimously.

6) Summit Environmental Technologies, Inc., Laboratory Testing Sub-Contract Extension

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the contract extension with Summit Environmental Technologies, Inc. as presented.

Motion carried unanimously.

7) ECMSI, Inc., Two Computers for the HUB Program, \$2,350.46

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the contract with ECMSI, Inc. as presented.

Motion carried unanimously.

8) ECMSI, Inc., Three Computers for the Environmental Division and Four Computers for the Fiscal Division, \$5,790.00

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the contract with ECMSI, Inc. as presented provided that these purchases are in line with what is agreed upon after an inventory review with ECMSI.

Motion carried unanimously.

9) Advanced Lightwave Technologies Inc., Contract Addendum for Repair of Phone and Fiber Line, \$409.29

MOTION

Mr. Perry motioned, Mr. Somers seconded to approve the contract addendum with Advanced Lightwave Technologies, Inc. as presented.

Motion carried unanimously.

10) Kent State University College of Public Health, Strategic Planning, \$6,000.00

MOTION

Mr. Somers motioned, Mrs. Baird seconded to approve the contract with ECMSI, Inc. as presented.

Motion carried unanimously.

IX. Travel

A. Official Travel and B. Continuing Education

MOTION

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

Motion carried unanimously.

X. Personnel Actions

A. Executive Session

MOTION

Mrs. Baird motioned, Mr. Somers seconded to go into Executive Session to discuss personnel matters at 9:26 a.m.

Motion carried unanimously.

B. Exit Executive Session

MOTION

Mrs. Baird motioned, Mr. Perry seconded to exit Executive Session.

Motion carried unanimously.

C. Appoint – Full-Time Community Health Worker

MOTION

Mr. Perry motioned, Mr. Somers seconded to appoint Yvonne Smith full-time Community Health Worker effective November 1, 2016.

Motion carried unanimously.

XI. Adjournment

MOTION

Mr. Somers motioned, Mrs. Baird seconded to adjourn the meeting.

Motion carried unanimously.

**MCDBOH PERFORMANCE MANAGEMENT INDICATOR
EVALUATION
2016**

Program	Indicator	Standard	Results	Evaluation
Food Safety	% of inspection reports that illustrate referral to the Escalated Enforcement process	100% of the audited records (2% of all inspection records) for the prior month will demonstrate appropriate application of the Escalated Enforcement policy.	2016 Q1: 100% 100% 100% Q2: 80% 100% 100% Q3: 100% 100% 100%	Standard achieved. Recommend changing audit frequency to quarterly.
	% of similar inspection findings during management review inspection	100% of all food safety program staff will identify 50% of the management inspection findings	2016 Q4:RS#1 (89% FSO) (83% RFE) RS#2 (82% FSO) (86% RFE) RS#3 (83% FSO) (82% RFE) RS#4 (85% FSO) (87.5%RFE) RS#5 (85% FSO) (83% RFE)	Standard achieved. Attainment is a program requirement. Increase standard to 80%.
Wastewater	# of properties that have remediated a malfunctioning septic system within 90 days of initial Notice of Violation (NOV)	75% of total number of properties with failure have remediated w/in 90 days	2016 Q1: 0% Q2: 23.1% Q3: 5.3% Q4:	This performance indicator does not adequately measure impact on failed system remediation. For 2017, add a Performance Indicator to measure Real Estate transfer program "turn-around time."
Lab Admin	# of days from sample intake to customer report	95% of all reports will be received by lab customers within ten days of sample submission.	2016 Q1: 90% 95.4% 96% Q2: 94.8% 97.9% 96.2% Q3: 95% 93.4% 99%	Standard achievement impacted by subcontractors. Continue monitoring monthly.
	#of new lab customers secured/quarter	1 new customer/quarter	2016 Q1: 5 Q2: 3 Q3: 2	Standard achieved. Continue to monitor quarterly. Add additional performance indicator for 2017 related to assessing and maintaining customer satisfaction with services.

Program	Indicator	Standard	Results	Evaluation
Health Education	# of health education sessions conducted in the community and # of individuals reached	-8 Community Sponsored Health Fairs (CS) -4 School based Educational activities (SB) -2 Community agencies (CA) -4 Media event (M)	2016 Q1: 6 CS 4 M Q2: 3 CS 4 SB 1 CA Q3: 6 CS 1 SB 3 CA 2 M Q4:	Standards achieved. Tracking of individuals reached not done. Recommendation: Increase standards in each area and include reporting of numbers of individuals reached.
Childhood Immunizations	% of children in MCDBOH clinic up to date on vaccines by age of 2		2016 Q1: 100% 100% 25% Q2: N/A 100% 100% Q3: 100% 100% 100% Q4:	MCDBOH provides immunizations often not available in local physician offices. Return rates driven by local need. Standard achieved. Recommend continued monitoring and the addition of an adolescent immunization indicator for 2017.
CHIP	% of CHIP strategies being implemented as scheduled.	90% of strategies are being implemented	2016: Q1: 86.2% Q2: 86.2% Q3: 89.6% Q4:	Standard not achieved. Continue working with community partners and continue monitoring this indicator.
	% of CHIP strategies outcome objectives being met	90% of Community Health indicator data are moving toward projected outcomes	2015 87.5% objectives met 2016: 90.9% objectives met	Standard achieved. Continue working with community partners and continue monitoring this indicator.
Infectious Disease	# of days from diagnosis to reporting to LHD	1 - COB next business day	2016 Q1: 1.5 3.4 1.6 Q2: 1.9 1.8 0.8 Q3: 1.3 1.7 0 Q4:	Standard not achieved. To be discussed with QI Council.
	% completeness of ODRS data	100%	2016 Q1: Age – 100% Sex – 100% Race – 100% Ethnicity – 79% Q2: Age – 100% Sex – 100% Race – 99% Ethnicity – 91% Q3: Age – 100%	Re-education needed regarding race and ethnicity reporting requirement. Investigate possibility of active surveillance.

Program	Indicator	Standard	Results	Evaluation
			Sex – 100% Race – 94% Ethnicity – 82% Q4:	
Caseload mgmt.	# of WIC program participants	1% growth per quarter	2016 Q1: Goal not met Goal 4,644 / Enrollment 4,551 Q2: Goal surpassed 4,736/4,690 Q3: Goal surpassed 4,737/4,995	Growth in WIC caseload drives grant funding. Continue to monitor.
	Percentage of WIC children ages 1-5	60% of WIC children are between the ages of 1-5 years old	2016 Q1: 60% 56% 53% Q2: 53% 60% 72% Q3: 70% 70% 68% Q4:	The goal is to maintain children in WIC until they are five years old. This indicator does demonstrate retention. Indicator to be revised.
	Length of time of clinic appointments	40 min. 1 Cert./ 75 min. 2 Certs.	2016 Q1: A: 37 min/65 min B: 47 min/119 min Y: 49 min/75 min Q2: A: 32 min/60 min B: 57 min/89 min Y: 65 min/80 min Q3: A: 35 min/62 min B: 48 min/85 min Y: 55 min/76 min Q4:	Time spent for multiple certifications exceeds standards. Referred to QI Council.
Fiscal Solvency	% of third party immunization billing claims that require correction due to errors	No more than 10% of claims to be filed must be corrected due to errors	All immunizations 2015 Q4: 18.73% 2016 Q1: 17.16% Q2: 18.4% Q3: 19.6% Q4: Influenza immunizations 2015: Q4: 30% 2016 Q1: 30.4%	Influenza immunization billing data referred to QI Council for analysis during 2016. Billing for all other immunizations referred to QI Council for analysis in 2017.
Workforce Development	# of staff performance evaluations demonstrating performance not	100% of appraisals are up to date. 100% of areas where performance improvement is	2016 Q1: 11 appraisals conducted. 5 with IN 100% Action Plans developed	QI Council to evaluate performance appraisal instrument in 2017.

	meeting expectations (improvement needed) with a defined action plan for improvement	needed (IN) have been addressed through formal action plans (AP).	Q2: 7 appraisals. 2 IN. 100% AP developed Q3: 16 appraisals. 3 IN. 100% AP developed	
Program	Indicator	Standard	Results	Evaluation
Infant mortality	National HUB Certification	80% of standards toward certification will be achieved in 2016	Q3: 67% Q4:	Continue in evaluate 2017
	% of women being enrolled in the HUB during the 1 st trimester of their pregnancy	54 % of women being enrolled in the HUB during the 1st trimester of their pregnancy	Q3: 10% Q4:	Continue to evaluate in 2017. Re-educate CHWs about benefits of earlier enrollment

DISTRICT BOARD OF HEALTH
MAHONING COUNTY

BOARD OF HEALTH FINANCE COMMITTEE MEETING
October 17, 2016
8:00 A.M.

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

MINUTES

Board members present: Mrs. Bev Fisher
Mr. Don Somers

Staff present: Patricia Sweeney
Ed Janik

Meeting called to order at 8:00AM
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 October 19, 2016:

- 1) Biomedical Laboratories, TB Lab Testing, \$4,000.00
- 2) Fastsigns, WIC Program WRTA Advertising, \$2,499.90
- 3) Northeast Ohio Infectious Disease Associates, Inc., TB Control Officer, \$10,800.00
- 4) Mercy Health Foundation – Resource Mothers, MY Baby’s 1st Medicaid Program, \$154,870.00
- 5) Mercy Health Foundation – CenteringPregnancy, MY Baby’s 1st Medicaid Program, \$31,584.00
- 6) Summit Environmental Technologies, Inc., Laboratory Testing Sub-Contract Extension
- 7) ECMSI, Inc., Two Computers for the HUB Program, \$2,350.46
- 8) ECMSI, Inc., Three Computers for the Environmental Division and Four Computers for the Fiscal Division, \$5,790.00
- 9) Advanced Lightwaves Technologies, Inc., Contract Addendum for Repair of Phone and Fiber Line, \$409.29
- 10) Kent State University College of Public Health, Strategic Planning, \$6,000.00

Motion to adjourn was made by Mrs. Fisher, seconded by Mr. Somers at 9:30 AM

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**BOARD OF HEALTH PERSONNEL COMMITTEE MEETING
OCTOBER 17, 2016
3:00 P.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 3:03 p.m.
Pledge of Allegiance made.
Roll call conducted.

At 3:05 p.m. 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 4:15 p.m. 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 October 19, 2016.

A motion to adjourn was made by Mrs. Baird, seconded by Mr. Perry at 4:20 p.m.