

**Minutes of the
District Board of Health
Mahoning County
November 15, 2017
8:00 a.m.**

The Mahoning County District Board of Health held its regular meeting on November 15, 2017 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

Don Somers
Len Perry
Bev Fisher
Dr. Michael Miladore

Absent

Dr. Nancy Mosca

Staff Present:

Ed Janik, Ryan Tekac, Erica Horner, Susan Kovach, Michelle Edison, Loretta Floyd-Pleas, Scott Bolam, Dr. Kravec, Julie Thompson, Patt Sweeney

Public Audience:

Mike Heher

III. Minutes

MOTIONS

Dr. Miladore motioned, Mrs. Fisher seconded to approve the minutes of the 10/18/17 Board meeting as presented.

Motion carried unanimously.

Mr. Somers motioned, Mrs. Fisher seconded to approve the minutes of the 10/16/17 Personnel Committee meeting as presented.

Motion carried unanimously.

Mrs. Fisher motioned, Dr. Miladore seconded to approve the minutes of the 10/16/17 Finance Committee meeting as presented.

Motion carried unanimously.

IV. Old Business

A. 2018 Food Service and Retail Food Establishment Fees – 2nd Reading

Mr. Tekac explained that this is the second reading of the proposed 2018 Food Service and Retail Food Establishment Fees. There are no changes and no action required by the Board at this time.

V. New Business

A. Establishment of New Fee – Wastewater CEU Class Fee

Mr. Tekac explained that twice a year the Wastewater Program offers a three hour training for those required to obtain six CEU hours as defined in OAC 3701-29-03. Specifically this training is for service providers, septic installers and septage haulers who must have their

CEU's in order to register for the next year. Since state regulations made this training mandatory in 2015, we have seen an increase in out of county registrants who are in need of CEU's. We welcome all to our classes but in the past have recouped our costs through our local registrant fees. The increase in out of county registrants does not make it possible to recoup our cost for these trainings any longer so we are requesting to establish a \$15.00 fee for each attendant at a wastewater class to cover our cost for three hours of education and refreshments.

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the establishment of a \$15.00 Wastewater CEU Class Fee as presented.

Motion carried unanimously.

B. Establishment of New Fee – ServSafe Level II Class Exam Only Fee

Mr. Tekac explained that this fee is a follow-up to the fee previously approved by the Board for the ServSafe Level II Class. This new \$70.00 fee is for the exam only and would be used, for instance, for someone who did not pass the initial exam or for someone who took the online course and needs a recognized ServSafe proctor for the exam.

MOTION

Mr. Perry motioned, Mrs. Fisher seconded to approve the Establishment of New Fee – ServSafe Level II Class Exam Only Fee \$70.00 as presented.

Motion carried unanimously.

C. Resolution #RES-PLMG-17-001 – Adoption of the Ohio Board of Building Standards 2015 Ohio Plumbing Code and Subsequent Amendments for Non-Residential Buildings and One, Two and Three Family Dwellings

Mr. Tekac explained that this resolution is needed to ensure that Board policies are congruent with the Ohio Plumbing Code.

MOTION

Mr. Somers motioned, Mrs. Fisher motioned to authorize the Resolution #RES-PLMG-17-001 – Adoption of the Ohio Board of Building Standards 2015 Ohio Plumbing Code and Subsequent Amendments for Non-Residential Buildings and One, Two and Three Family Dwellings as presented.

Motion carried unanimously.

D. Resolution #RES-2017-002 – Health Commissioner as AOHC Northeast Region Director

Mrs. Sweeney explained that this is an update of what we have done in the past because she was re-elected to this position. The resolution acknowledges that as AOHC Northeast Region Director, she may be asked to vote on tissues that may not be in congruence with what might be the pleasure of the Board itself but because she is representing the entire district she may have to take a position that doesn't match this Board's.

Mr. Somers commented that the importance of being part of AOHC and the benefits and knowledge it brings outweighs any risk there may be of disagreeing viewpoints.

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to authorize the Resolution #RES-2017-002 – Health Commissioner as AOHC Northeast Region Director as presented.

Motion carried unanimously.

E. Host Agreement – Carbon Limestone Landfill, LLC.

Mrs. Sweeney explained that two years ago volume coming into the Carbon Limestone landfill fell below the mandate that kept the current Host Agreement active. This drop in volume caused the Host Agreement to be reopened for negotiation. Over the last two years the County Commissioners, Carbon Limestone, the Health Department, and the Solid Waste Management District have been engaged in creating a new Host Agreement that took into consideration all of the iterations from the 1990's and put it all together for a version that is now into perpetuity. Yesterday during the Solid Waste Management District meeting, I went on record making a comment that the Host Agreement was originally created because the Health Department would not license Carbon Limestone at that time due to public health concerns. The entire focus of the agreement initially was to protect public health and as you read through this document, the focus on public health has become diminished over the years while social issues and other funding has increased. The dollar value of funding to support the public's health and the importance for public health has decreased. I went on record as saying that our public health concerns are still there and yet the Host Agreement isn't acknowledging them at the same level that it should or that it has in the past. In addition, the new Host Agreement states that the Solid Waste Management District will provide a minimum of 8% in tipping fees to the Health Department. Historically this was written as a minimum dollar amount. A percentage is a difficult target because it will be a different amount of funding every year. For budgeting purposes we had requested a dollar amount. I also went on record at the meeting stating that by the end of negotiations we were no longer being invited to the meetings so we were unable to provide any input on the final version of the agreement.

Mr. Heher added that over the years, Carbon Limestone has always supported the Board of Health. Right now the Board of Health is receiving 10%. The Host Agreement says the Board will receive a minimum of 8%. Based on projected volumes, I would expect you should be able to negotiate for much more. Carbon Limestone has been singled out for many years with this Host Agreement even though we were one of three active landfills in the county. What this agreement did was pull all of the agreements together into one (including curbside recycling) and adds three things; \$10,000.00 to the Board of Health for water testing, \$5,000.00 to Poland Village for trucks running through there and \$10,000.00 to the Hazmat Team for Mahoning County. This is the new agreement, it is not an amendment.

Mr. Perry commented that he was a Board of Health member when the original Host Agreement was ratified. He knows how hard everyone worked negotiating this but it was his name, on behalf of the Board of Health, that was on the Host Agreement and he could not get his hand to sign the contract then even though they voted for it because he dreaded that this day would come. At that time he took consolation in the fact that he probably wouldn't be here when the day came, but as destiny has it, here I am needing to vote on a contract that he signed that he thought was for perpetuity that in no way looks like the original contract that was signed. Mr. Perry further stated that he felt that he is essentially forced to vote for the new Host Agreement only because he is not clear regarding the ramifications if the Board fails to sign agree to it.

Mr. Somers added that as a negotiator of the original contract, he agrees with Mr. Perry. Mr. Somers' concern remains the continual cutting of inspections that the Board has had to do because of the Solid Waste District and Host Agreement funding cuts. The parties to the Host Agreement made a commitment to protect the residents of this community, the people who were the driving force behind the creation of this agreement and they are the ones who are being left out.

Dr. Miladore commented to the fact that for an agreement of this significance as a Board, more than several days' notice to review would have been favorable. The concern for

other agencies losing their 2017 funding is the only reason this Board will not table this matter for further conversation.

The Board would also like to go on record stating their concern and disappointment that the Mahoning County District Board of Health, Health Commissioner was not included in the final stages of negotiations of the Host Agreement.

MOTION

Mrs. Fisher motioned, Mr. Perry seconded to approve the Host Agreement with Carbon Limestone with regrets to be put in this position at this time.

On roll call the vote was as follows:

Mr. Perry	Yes
Dr. Miladore	Yes
Mrs. Fisher	Yes
Mr. Somers	No

VI. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met and the Health Department is maintaining a healthy balance of non-grant fund revenues vs. expenses and continue to show a strong cash balance due to showing good revenue streams and properly budgeted expenses through all departments. The Finance Committee also reviewed the seven contracts that will be presented today for consideration of approval.

Mr. Perry reported that the Personnel Committee met and will discuss their items in Executive Session.

B. Division/Program

Julie Thompson

Section 2 of the PHAB Annual Report has been submitted and we are now just waiting for their review and comments. The first ever All Staff Meeting will be held this Friday, November 17th. The Planning Team has worked very hard to make it an engaging yet informative morning which will include an evaluation component for any adjustments necessary for April. The Licensing Council will be meeting on December 8th to review the proposed 2018 Food Fees. NACCHO has asked that I be a presenter for a webinar they are holding on December 12th regarding reaccreditation efforts at the local level. I will be presenting with Lyndsie Schwarz from Marion County in Oregon and April Harris the reaccreditation specialist from PHAB.

Ed Janik

Our 2018 Budget has been entered online. We have been approved for the Area Agency on Agency Wellness Grant for Chronic Disease Self-Management and Diabetes Education Classes. There will be two open enrollment meetings for health care here tomorrow and Friday held by the county's Human Resources Department. Dina Donatelli from the county Payroll Department will be attending Friday's All Staff meeting to teach our staff about the new payroll system the county will be using.

Ryan Tekac

Our fourth and final rabies vaccination clinic will be held December 16th from 2:00 to 4:00 p.m. at Angels for Animals. We have finished the Lean Six Sigma Training for all employees with the grant money we received from the Department of Administrative Services. The QI Council would like to thank the Board for supporting this process as well as our employees for the time and dedication they gave to further our QI culture.

Erica Horner

For the Maternal and Child Health Program Grant; in October 30 Pack 'n Plays were distributed for the Cribs for Kids program. Our Nutrition Innovative Funding Program was accepted and will target the maternal and child health population using health education and health promotion interventions. We received final approval from ODH for MY Baby's 1st Coalition Birth Spacing billboards and public service announcements. The billboards are installed in staggered timeframes within high risk communities starting mid-October.

During October 26 Project DAWN Naloxone community kits were distributed, 50 full kits and 76 single doses were also distributed to law enforcement, mostly due to expiration dates. There were 19 saves reported from First Responders.

220 immunizations were given to 93 patients in October. 74% of the children who were clients in our immunization clinics at age 2 are considered up to date with their vaccines. 93% of adolescents in our immunization clinics were considered up to date for required vaccines. Flu clinics started in September and as of October 31st, we had administered 1,281 vaccinations.

Susan Kovach

Susan stated that she has been working to get our emergency preparedness plan in line with the Ohio Department of Health's new standards. It is due December 15th and provides 20% of our PHEP funding. On December 12th the RFP for the PHEP grant should be available and it is a competitive grant again this year. We have started our influenza surveillance for the season.

Michelle Edison

The HUB is finishing up its second year of funding from the Ohio Commission on Minority Health. We are waiting for confirmation that we have received funding for next year. We have enrolled over 200 women since beginning the program and we've had over 150 births.

Loretta Floyd-Pleas

We are collaborating with the Farmers Market and Alta Head Start to recertify terminated children at the Austintown Alta Head Start location today by offering lots of exciting incentives. We are going to an internet based certification system in the future, probably by 2019.

Scott Bolam

The Lab is wrapping up programs for the year and have several new business opportunities for the coming year. Also reaching out to area dental offices to offer spore strip testing for their autoclaves.

Dr. Kravec

Dr. Kravec reported that he is working with the Director of Nursing and Community Health on the TB Policies and Procedures and is working with the Health Commissioner to secure a new TB Control Officer.

Patt Sweeney

Ms. Sweeney reported that the department RFP for tobacco cessation funding was not successful. ODH was only funding three urban areas with this grant cycle and Mahoning County was competing against Cleveland, Columbus and Cincinnati. She stated that we are hopeful that much like the Prescription Drug funding, additional grant funds will be made available and we will be successful the second time around. We have applied to the Trumbull Memorial Health Foundation to support growth of the HUB into Trumbull County to make it a regional HUB.

VII. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

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

Motion carried unanimously.

B. Contracts

1) EA Group, Contract Addendum, \$165.00

MOTION

Mrs. Fisher motioned, Mr. Somers seconded to approve the contract addendum with EA Group as presented.

Motion carried unanimously.

2) Planned Parenthood of Greater Ohio - OIMRI, HUB Outcomes Payment, \$15,000.00

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the contract with Planned Parenthood of Greater Ohio - OIMRI as presented.

Motion carried unanimously.

3) Mercy Health Youngstown, LLC., HUB Outcomes Payment, \$15,000.00

MOTION

Mrs. Fisher motioned, Mr. Somers seconded to approve the contract with Mercy Health Youngstown, LLC. as presented.

Motion carried unanimously.

4) Barlow Design, HUB Advertising Campaign, \$1,100.00

MOTION

Dr. Miladore motioned, Mr. Somers seconded to approve the contract with Barlow Design as presented.

Motion carried unanimously.

5) Mercy Health Foundation – Centering Pregnancy Program, contract language change only

6) Mercy Health Foundation – Resource Mothers Program, contract language change only

7) Planned Parenthood of Greater Ohio – OIMRI, contract language change only

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the contract language changes only with Mercy Health Foundation – Centering Pregnancy Program, Mercy Health Foundation – Resource Mothers Program and Planned Parenthood of Greater Ohio – OIMRI as presented.

Motion carried unanimously.

VIII. Travel

A. Official Travel and B. Continuing Education

MOTION

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

Motion carried unanimously.

IX. Personnel Actions

A. Executive Session

MOTION

Mr. Somers motioned, Mrs. Fisher seconded to go into Executive Session to discuss personnel matters at 9:06 a.m.

Motion carried unanimously.

B. Exit Executive Session

MOTION

Mrs. Fisher motioned, Mr. Somers seconded to exit Executive Session.

Motion carried unanimously.

C. Appoint – HUB Operations Assistant

MOTION

Mr. Somers motioned, Mrs. Fisher seconded to appoint Megan Stacy as HUB Operations Assistant as presented.

Motion carried unanimously.

D. Appoint – Part-Time Public Health Nurse

MOTION

Mrs. Fisher motioned, Mr. Somers seconded to appoint Michelle Evans as a part-time Public Health Nurse at the year four pay level as presented.

Motion carried unanimously.

E. Vacation – Health Commissioner Vacation 12/13-15

MOTION

Mr. Somers motioned, Dr. Miladore seconded to approve the vacation of the Health Commissioner from December 13th through December 15th as presented.

Motion carried unanimously.

X. Adjournment

MOTION

Mr. Perry motioned, Dr. Miladore seconded to adjourn the meeting.

Motion carried unanimously.

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**FINANCE COMMITTEE MEETING
NOVEMBER 13, 2017
8:30 A.M.**

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

MINUTES

Board members present: Mr. Don Somers
Mr. Len Perry
Mrs. Bev Fisher
Dr. Michael Miladore

Staff present: Patt Sweeney
Ed Janik

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

The Finance committee reviewed the proposed Wastewater CEU class fee to be established, the proposed ServSafe Level II Exam Only Fee, and discussed the Host Agreement with Carbon Limestone at length.

The monthly financial reports and proposed contracts were reviewed and the Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCDBOH meeting November 15, 2017:

Contracts:

- EA Group, contract addendum, \$165.00
- Planned Parenthood of Greater Ohio - OIMRI, HUB Outcomes Payment, \$15,000.00
- Mercy Health Youngstown, LLC., HUB Outcomes Payment, \$15,000.00
- Barlow Design, HUB Advertising Campaign, \$1,100.00
- Mercy Health Foundation – Centering Pregnancy Program, contract language change only
- Mercy Health Foundation – Resource Mothers Program, contract language change only
- Planned Parenthood of Greater Ohio – OIMRI, contract language change only

Motion to adjourn was made by Mrs. Fisher, seconded by Dr. Miladore at 9:30 a.m.

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**PERSONNEL COMMITTEE MEETING
NOVEMBER 13, 2017
9:30 A.M.**

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

MINUTES

Board members present: Mr. Don Somers
 Mr. Len Perry
 Mrs. Bev Fisher
 Dr. Michael Miladore

Staff present: Patricia Sweeney
 Ed Janik

Meeting called to order at 9:30 a.m.

At 9:30 a.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 Mr. Somers.

Mr. Perry made a motion to leave executive session at 9:50 a.m. The motion was seconded by Mrs. Fisher.

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 November 15, 2017.

A motion to adjourn was made by Mr. Perry, seconded by Dr. Miladore at 9:55 a.m.