

**Minutes of the  
District Board of Health  
Mahoning County  
October 18, 2017  
8:00 a.m.**

The Mahoning County District Board of Health held its regular meeting on October 18, 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**

<u>Present</u>	<u>Absent</u>
Don Somers	Len Perry
Bev Fisher	
Dr. Nancy Mosca	
Dr. Michael Miladore	

Staff Present: Ed Janik, Ryan Tekac, Erica Horner, Michelle Edison, Loretta Floyd-Pleas, Scott Bolam, Drew Stefan, Dr. Kravec, Julie Thompson, Patt Sweeney

Public Audience: Dave Mannion

**III. Minutes**

**MOTIONS**

Mrs. Fisher motioned, Dr. Miladore seconded to approve the minutes of the 9/20/17 Board meeting as presented.

Motion carried unanimously.

Mr. Somers motioned, Mrs. Fisher seconded to approve the minutes of the 9/13/17 Personnel Committee meeting as presented.

Motion carried unanimously.

Dr. Miladore motioned, Mr. Somers seconded to approve the minutes of the 9/13/17 Finance Committee meeting as presented.

Motion carried unanimously.

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

**A. Board Order #EH-BO-17-11 – Leteta (Boardman Twp.)**

Mr. Stefan explained this is a vacant property with a pool full of untreated water. The owners failed to abate after notices and did not appear at the Health Commissioners hearing.

**MOTION**

Mrs. Fisher motioned, Mr. Somers seconded to approve the sanitarians recommendation for Board Order #EH-BO-17-11 as presented:

In accordance with the Nuisance Abatement Code, Section 6.1, and O.R.C.  
§3707.01, declare the swimming pool 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.

Motion carried unanimously.

B. Board Order #EH-BO-17-12 – Ranalli (Boardman Twp.)

Mr. Stefan explained that this is a property that has tires, trash, small plastic pools and other solid waste scattered about making it a public health nuisance and safety hazard. The owners failed to comply with the abatement notices and did not appear at the Health Commissioners hearing.

**MOTION**

Mr. Somers motioned, Mrs. Fisher seconded to approve the sanitarians recommendation for Board Order #EH-BO-17-12 as presented:

In accordance with the Nuisance Abatement Code, Section 6.1, and O.R.C. §3707.01, declare the portions of the property containing discarded items and solid waste 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.

Motion carried unanimously.

C. Board Order #EH-BO-17-13 – Casciotti (Boardman Twp.)

Mr. Stefan explained that this is also a vacant pool left with untreated water. There has been no good contact with the property owner.

**MOTION**

Mrs. Fisher motioned, Dr. Mosca seconded to approve the sanitarians recommendation for Board Order #EH-BO-17-13 as presented:

In accordance with the Nuisance Abatement Code, Section 6.1, and O.R.C. §3707.01, declare the swimming pool 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.

Motion carried unanimously.

D. Board Order #EH-BO-17-14 – Wilson (Boardman Twp.)

Mr. Stefan explained that this is a vacant property with a vacant in ground pool containing untreated water as well. The owner has failed to comply with the abatement notices and did not appear at the Health Commissioners hearing.

**MOTION**

Mr. Somers motioned, Mrs. Fisher seconded to approve the sanitarians recommendation for Board Order #EH-BO-17-14 as presented:

In accordance with the Nuisance Abatement Code, Section 6.1, and O.R.C. §3707.01, declare the in ground pool 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.

Motion carried unanimously.

E. Board Order #EH-BO-17-15 – Farrant (Boardman Twp.)

Mr. Stefan explained that this is the only property that is not vacant although the owner did not appear at the Health Commissioners hearing. We made some progress, got the pool reduced in water and the owner did lock the gate. However the liner has not been removed so it continues to hold water.

**MOTION**

Dr. Miladore motioned, Mr. Somers seconded to approve the sanitarian recommendation for Board Order #EH-BO-17-15 as presented:

In accordance with the Nuisance Abatement Code, Section 6.1, and O.R.C. §3707.01, declare the swimming pool 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.

Motion carried unanimously.

**V. New Business**

A. 2018 Food Service and Retail Food Establishment Fees – 1<sup>st</sup> Reading

Mr. Janik explained that the cost analysis has been completed for the food fees and they are down probably 3-4% from last year for the risk categories. It remains a prescribed formula from the Ohio Department of Health and all we do is plug in the required information. This is the first of three readings and requires no action at this time.

**PROPOSED FEES FOR FOOD SAFETY PROGRAM OPERATIONS**

(Total fee does not include the remittance fees)

**COMMERCIAL & RETAIL FOOD OPERATIONS**

		<b>2017 Fees</b>	<b>2018 Proposed Fees</b>	<b>Change %</b>
LEVEL I	< 25,000 sq. ft.	\$ 232.44	\$224.60	-3.37%
LEVEL II	< 25,000 sq. ft.	\$ 256.66	\$247.95	-3.39%
LEVEL III	< 25,000 sq. ft.	\$ 453.30	\$437.51	-3.48%
LEVEL IV	< 25,000 sq. ft.	\$ 563.74	\$543.96	-3.51%
LEVEL I	> 25,000 sq. ft.	\$ 317.69	\$306.77	-3.44%
LEVEL II	> 25,000 sq. ft.	\$ 332.22	\$320.78	-3.44%
LEVEL III	> 25,000 sq. ft.	\$ 1,073.27	\$1,035.14	-3.55%

LEVEL IV	> 25,000 sq. ft.	\$ 1,135.27	\$1,094.90	-3.56%
<b>VENDING OPERATIONS</b>		\$ 14.68	\$14.99	2.1%
<b>MOBILE OPERATIONS</b>		\$ 130.18	\$130.76	0.45%
<b>TEMPORARY OPERATIONS (EVENT)</b>		\$ 51.43	\$94.64	84.02%

B. 2018 Budget

Mr. Janik explained that the proposed budget for 2018 is \$7,597,822.00. Of that amount, \$3,236,057 is state and federal grants. Our budget last year was \$7,484,314.00 with grants of \$3,354,191.00. I sat down with all of the managers, as is done every year, to review their proposed revenues and expenses to create the budget.

**MOTION**

Mr. Somers motioned, Dr. Miladore seconded to approve the 2018 Budget as presented.

Motion carried unanimously.

C. 2017 – 2022 MCDBOH Strategic Plan Presentation/Board Continuing Education

Mrs. Sweeney gave a 30 minute PowerPoint presentation explaining the process that the Board of Health went through to develop the new strategic plan. The presentation was followed by a 15 minute question and answer period. A copy of the presentation is attached to these minutes

D. Adoption of 2017 – 2022 MCDBOH Strategic Plan

**MOTION**

Mrs. Fisher motioned, Dr. Mosca seconded to adopt the 2017 – 2022 MCDBOH Strategic Plan as presented.

Motion carried unanimously.

**VI. Reports**

A. Committee

Dr. Mosca reported that the Personnel Committee met and will discuss their items in Executive Session.

Dr. Miladore reported that the Finance Committee met and reviewed the proposed 2018 Budget and Food Fees. The financial reports were reviewed as well and we have received our property tax revenues.

B. Division/Program

Julie Thompson

Section 2 of the PHAB Annual Report will be submitted by the end of this week. The All Staff Meeting Planning Committee will be having the first team meeting tomorrow and are looking forward to planning a great morning for the first ever Board of Health all staff training.

Ed Janik

The Maternal and Child Health Program grant that ended September 30<sup>th</sup> has a balance that needs to be moved to the general fund because the deliverables revenue exceeded the expenses. A wellness grant application is being submitted Friday to the Area Agency on Aging for the Diabetes Empowerment Education Program and the Chronic Disease Self-Management Program. The county had a vehicle auction last month; the Board of Health had three vehicles in the auction and received \$1,480.16 after paying advertising and auctioneer fees.

Ryan Tekac

A rabies vaccination clinic was held on September 19<sup>th</sup> at the Damascus Fire Station. 87 vaccinations were given, making it a very successful clinic. Mill Creek Metro Parks had an Algal Bloom on Lake Newport and Lake Glacier. Mill Creek contracted with the Board of Health to provide sampling of both lakes in three locations for two consecutive weeks. The results were either non-detect or below the 6 ug/l for the microcystin toxin, therefore no additional testing or elevated warning signs were required. Shannon Sellards and Cory Powell of the Food Program staff successfully trained 21 students and proctored their first Level II ServSafe training. There was an 86% passing rate as 18 students passed the course. The staff is looking forward to holding additional classes.

Erica Horner

Fiscal year 17 ended on September 30<sup>th</sup> for the Maternal and Child Health program grant and all program reports were submitted. There were 15 Pack 'N Plays distributed for the Cribs for Kids program in September. Several staff member participated in the national CityMatch Maternal and Child Health Annual Conference in Nashville. The FIMR Maternal Interviewer completed a total of six interviews with families during fiscal year 17. The IAP grant site visit was completed with the ODH Grant Consultant on September 25<sup>th</sup> and there were no specific issues or problems found. In September there were nine Project DAWN community kits distributed with two known reversals; 47 full kits to First Responders (27 due to expiration, 20 due to usage) with 10 total saves reported from First Responders. There was one additional childhood/adolescent immunization clinic added in September for a total of five clinics during the month. 240 immunizations were given to 100 patients. For the month of September, the Nursing Division was 100% on having children who are clients in the immunization clinic at age 2 considered up to date. 91.75% of adolescents in the immunization were up to date for required vaccines. Flu clinics started in September as well. A request was made by the Mahoning County Department of Job and Family Services for communicable disease training and Nurse Brenda Christensen provided the training for their department.

Mrs. Sweeney read into the record the following letter received from Robert Bush, Jr., Director of Mahoning County Department of Job and Family Services:

Dear Commissioner Sweeney,

This letter is written to express our sincere thanks for the recent presentation on communicable disease, etc, to the entire staff of Mahoning County Job and Family Services. The presenter, Brenda Christensen was excellent. Her review of the information in the handouts coupled with the right amount of "real circumstances" was great. The presentation held the attention of the staff numbering 222 during both of the sessions.

Comments made directly by staff members were very positive. Brenda demonstrated the ability to answer all the questions and concerns in a professional and meaningful way.

Again, thank you for helping provide this pertinent information to our staff.

Mr. Somers requested that Ms. Horner thank Nurse Christensen on behalf of the Board for her great work.

Michelle Edison

For the past quarter the HUB has enrolled approximately 100 women. A site visit was conducted by the Ohio Commission on Minority Health at the end of last month that went very well. The quality improvement projects that the HUB selected for this year focused on increasing first trimester enrollment and partnerships, increasing the network and level of relationships with existing partners. One of the goals was to increase referrals from existing partners and that has increased by 50%. Another goal was to reduce the time period for referral to enrollment by five days; the time has actually gone from 23 days to seven days.

Loretta Floyd-Pleas

The WIC program received no corrective actions and only two recommendations from the Ohio Department of Health Management Review conducted last month. WIC is partnering with Alta Head Start in an effort to increase the caseload for children. Conducting physician outreach to update them on formulary changes as well as changes to income guidelines.

Scott Bolam

The Lab will be finishing up the Pymatuning Watershed sampling this week. The first half of the groundwater monitoring samples were collected from Carbon Limestone at the beginning of this week, the second half will be collected next week; concluding the sampling for the year.

Dr. Kravec

Have been working with the Nursing Division on several vaccination issues; also with the Health Commissioner on some rabies issues.

Patt Sweeney

There are three different grants in the offing; the HUB is working collaboratively with the YMCA and several different housing coalitions for a grant to be able to provide housing for HUB clients. A cash match is necessary for that grant so application is being made to the Western Reserve Health Foundation for that. Application has been made to Trumbull Memorial Health Foundation to expand the HUB into Trumbull County. Dr. Cutrona is coming to do training at the next Board of Health staff meeting regarding tuberculosis.

**VII. Approval of Monthly Expenses**

A. Monthly Expenses

**MOTION**

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

Motion carried unanimously.

B. Contracts

1) Northeast Ohio Infectious Disease Associates, TB Control Officer, \$10,800.00

**MOTION**

Mrs. Fisher motioned, Dr. Miladore seconded to approve the contract with Northeast Ohio Infectious Disease Associates as presented.

Motion carried unanimously.

2) Executive Computer Management Solutions, Inc., PowerEdge Server and Licenses, \$22,135.61

**MOTION**

Mrs. Fisher motioned, Mr. Somers seconded to approve the contract with Executive Computer Management Solutions, Inc. as presented.

Motion carried unanimously.

3) Youngstown City Health District, WIC Clinic Space, \$3,000.00

**MOTION**

Dr. Miladore motioned, Mr. Somers seconded to approve the contract with Youngstown City Health District as presented.

Motion carried unanimously.

4) Genesis Outdoor Advertising, Billboard Advertising for MCHP Grant, \$1,725.00

**MOTION**

Dr. Miladore motioned, Dr. Mosca seconded to approve the contract with Genesis Outdoor Advertising as presented.

Motion carried unanimously.

5) Executive Computer Management Solutions, Inc., Surface Pro 4 for HUB Program, \$1,166.50

**MOTION**

Mr. Somers motioned, Mrs. Fisher seconded to approve the contract with Executive Computer Management Solutions, Inc. as presented.

Motion carried unanimously.

**VIII. Travel**

A. Official Travel and B. Continuing Education

**MOTION**

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

Motion carried unanimously.

**IX. Personnel Actions**

A. Executive Session

**MOTION**

Mrs. Fisher motioned, Mr. Somers seconded to go into Executive Session to discuss personnel matters at 9:13 a.m.

Motion carried unanimously.

B. Exit Executive Session

**MOTION**

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

Motion carried unanimously.

C. Approval of New Position – HUB Operations Assistant

**MOTION**

Mr. Somers motioned, Mrs. Fisher seconded to approve the new position of HUB Operations Assistant as presented.

Motion carried unanimously.

D. Post/Advertise – HUB Operations Assistant

**MOTION**

Mr. Somers motioned, Mrs. Fisher seconded to post/advertise for a HUB Operations Assistant as presented.

Motion carried unanimously.

**X. Adjournment**

**MOTION**

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

Motion carried unanimously.

# MCDBOH 2017 – 2022 Strategic Plan

October 18, 2017

Patricia Sweeney, JD, MPH, RN,  
Health Commissioner



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## Process

- Request for facilitation proposals
- Contracted with KSU
- Planning meetings
- Review of prior plans and processes
- Internal and External survey design
- Surveys in the field
- Data analysis
- Proposed plan developed
- Focus groups
- Plan finalized
- Board approval



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## Strategic Planning Team

Tabbatha Bennett – *WIC Breastfeeding Peer Helper*

Scott Bolam – *Director of Laboratory Services*

Laura Bryer – *Prescription Drug Overdose Coordinator*

Daljeet Dhillon – *WIC Nutrition Educator/Breastfeeding Coordinator*

Michelle Edison – *Pathways HUB Coordinator*

Loretta Floyd-Pleas – *WIC Director*

Carrie Hagan – *Special Projects Fiscal Manager*

John Hallas – *Deputy Director of Environmental Health*

Erica Horner – *Director of Nursing*

Ed Janik – *Director of Finance & Human Resources*

Tina Schneider – *Secretary*

Janine Soubra – *Laboratory Technician*

Patricia Sweeney – *Health Commissioner*

Ryan Tekac – *Director of Environmental Health*

Julie Thompson – *Administrative Specialist*

Beverly Fisher – *Board Member*

Dr. Michael Miladore – *Board Member*

Dr. Nancy Mosca – *Board Member*

Leonard Perry – *Board Member*

Donald Somers – *Board Member*



**Facilitated by: Peter Leahy PhD and  
Matthew Nichols, MPH (PhD candidate)  
KSU College of Public Health**

## MCDBOH Vision Statement:

We aspire to be the leader  
in population health improvement  
through the use of innovative, proactive,  
and collaborative approaches  
to ensure conditions  
in which all people can be healthy.

## **MCDBOH Mission Statement:**

The mission of the Mahoning County District Board of Health is to promote and protect the health of individuals and communities.

We do this by educating, mobilizing, and collaborating with the public to prevent disease, reduce health disparities, and enhance the quality of life in Mahoning County.

## **MCDBOH Values:**

~ Competence ~ Trust ~ Honesty ~ Fairness ~  
Respect ~ Professional Integrity ~ Equity  
~ Partnerships ~ Collegiality/Teamwork ~  
Accountability ~ Initiative ~ Reliability

Internal survey n=67		Greatest agreement	
Please rate from 1-10 your agreement with each of the following statements. A rating of 1 means the least agreement and 10 the highest agreement			
	2017 Mean	2009 Mean	
"We know our customer's needs"	8.8	7.5	
"We are a customer service focused organization"	8.7	7.5	
"MCDBOH identifies external trends, events, and other factors that may impact community health and/or the health department"	8.5	-----	
"I generally feel that my manager respects me as a person and values the work that I do"	8.4	6.1	
"My division's decision-making processes are well defined"	8.4	4.8	
"I have the tools I need to meet my customer's needs"	8.4	-----	
"My specific job responsibilities (in my program) are clear and appropriate"	8.3	5.1	
"Overall, MCDBOH encourages diversity and inclusion in staffing"	8.3	-----	
"I would recommend MCDBOH as an employer"	8.3	-----	
"My work team has opportunities to discuss issues of concern to us with our manager"	8.3	5.4	
"My manager works with staff effectively together as a team"	8.2	5.6	
"My manager is frequently accountable" (recoded)	8.2	-----	
"Clear performance measures exist that link my work to my division's mission and goals"	8.1	6.2	
"My responsibilities to MCDBOH are clear and appropriate (QI teams, etc)"	8.1	5.1	
"I feel empowered to work effectively and efficiently within our organization"	8.1	6.9	
"I am proud to tell people that I work for the MCDBOH"	8.1	-----	
"My manager encourages staff to take initiative in support of the organization's mission"	8.0	-----	

Internal Survey		Least agreement	
Please rate from 1-10 your agreement with each of the following statements. A rating of 1 means the least agreement and 10 the highest agreement			
	2017 Mean	2009 Mean	
"Employees in my division are given the opportunity to work across programs to achieve agency goals"	7.0	5.7	
"Overall, I am satisfied with the distribution of work load in my division"	7.0	-----	
"The allocation of MCDBOH staff and dollars are clearly lined to the Community Health Improvement Plan (CHIP)"	7.0	-----	
"MCDBOH monitors changes in our physical work environment"	6.9	4.4	
"MCDBOH decision-making processes are well defined"	6.9	4.8	
"Employees are encouraged to develop new ideas and to improve operational efficiency and effectiveness"	6.9	6.5	
"Decision-making processes are consistently followed"	6.9	4.6	
"The MCDBOH budgeting process is clearly defined, communicated, or consistently followed"	6.8	4.0	
"MCDBOH decision-making processes are consistently followed"	6.7	4.6	
"The allocation of MCDBOH staff and dollars are clearly aligned with the department's mission, vision, and values"	6.7	5.4	
"There are many opportunities for advancement at MCDBOH"	6.4	3.6	
"Employees' actions that support MCDBOH strategies and goals are acknowledged"	6.4	5.0	
"Decision-making and control seem delegated to the lowest appropriate levels"	6.3	5.6	
"I would not leave MCDBOH if I was offered a similar position at a slightly higher pay somewhere else"	5.7	-----	
"My level of compensation is appropriate for my work"	5.5	4.0	

- Employees' actions that support MCDBOH strategies and goals are acknowledged”
  - 49% Agree
  - 28% Disagree
  - 23% Neither Agree nor Disagree
- “Decision-making and control seem delegated to the lowest appropriate levels”
  - 46% Agree
  - 16% Disagree
  - 38% Neither Agree nor Disagree
- “My level of compensation is appropriate for my work”
  - 37% Agree
  - 37% Disagree
  - 26% Neither Agree nor Disagree



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## MCDBOH strengths

- The dedication of the employees
- The quality of the MCDBOH workforce
- Strong leadership presence



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## Areas where **improvement is needed**

- Better cross-departmental communication
- Improve employee collaboration
- Establish a standardized method for employee recognition
- Increase MCDBOH visibility in the community
- Increase employee compensation



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## External survey

n=279

- licensed/regulated business/individuals (40.6%)
- community residents (32.5%)
- community partner agencies (26.9%)
- female (65.2%)
- white (77%)
- approximately 52 years of age



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## External survey

n=279

Respondents were geographically distributed across the county:

- Youngstown City (20%)
- Boardman (15%)
- Austintown (14%)
- Canfield (11%)
- Poland (6%)



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**Table 5. Mean Rating of All Current Services**

Service	N	Mean	Service	N	Mean
Tuberculosis Testing and Treatment	12	8.83	Tattoo and Body Piercing Establishment Inspections	1	8
Travel Immunizations	5	9.2	Landfill Health Inspection	0	---
Adult Immunizations	12	9.77	Grants for Home Sewage System Repairs	3	9.33
Childhood Immunizations	16	8.89	Private Water System Inspections	6	8.17
Flu Clinics	25	9.97	Residential Lead Hazard Investigations	2	5.50
Children with Medical Handicaps	4	9.63	School Inspections	2	10
WIC Nutrition Education	11	8.39	Disease Vector Control	1	10
WIC Supplemental Food and Formula	10	8.95	Baby and Me Tobacco Free Cessation Program	7	8.43
WIC Farmers Market Coupons	5	8.4	Community Health Assessment and Community Health Improvement Planning	24	9.11
WIC Voter Registration	4	8.94	Cribs for Kids Safe Sleep Education	9	8.44
WIC Applications for Expedited Medicaid	3	8.33	Emergency Preparedness Information, Training, and Exercise	17	8.93
WIC Breastfeeding Education and Peer Support	8	8.44	HIV/STD Service Coordination	4	9.46
Nuisance Investigations and Abatement	13	7.71	My Baby's 1 <sup>st</sup> Infant Mortality Coalition	13	9.25
Agency Publications and Reports	40	8.92	Project DAWN	5	8.70
Consultation on Public Health Questions	32	9.04	Healthy U Chronic Disease Self-Management Program	4	9.75
Communicable Disease Investigations	12	9.10	Diabetes Education/ Empowerment Program	8	9.4
Animal Bite Reports and Investigations	11	8.53	Mahoning County Pathways HUB	12	9.17
Home Sewage System Evaluations	14	8.18	Prescription Drug Abuse Prevention Program	8	9.03
Real Estate Septic System and Well Inspections	13	8.02	Drinking Water Quality Testing	30	8.89
Restaurant Inspections	3	9.33	Wastewater Testing	17	8.20
Food Service Operator Inspection	12	9.02	Pond and Surface Water Quality Testing	7	9.29
Swimming Pool Inspections	1	9.0	Soil Testing	7	8.15
Plumbing Inspections	5	9.4	Lead Testing Services	15	8.84
Campground Inspections	0	---	Public Education Via the Media	27	8.83
Well Inspections	2	9.75	Public Education Via Our Website	38	9.14
Bathing Beaches Inspections	0	---			

## Results

All services earned a mean >8 except

1. Nuisance investigation and abatement (7.71)
2. Residential Lead Hazard Investigation (5.50)



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## Focus group results


- Increase management training
- Improve employee recognition
- Building space is impacting service delivery
- Continue/expand public education efforts
- Improve knowledge of diversity of program available through MCDBOH
- Brand the agency
- Improve upward mobility within the workforce




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<b>Goal 1: Uphold the highest professional standards in public health</b>	
<b>Objective 1:</b> Maintain PHAB accreditation annually and renew PHAB accreditation in 2019	
<b>Strategy 1:</b>	Maintain standards required for PHAB accreditation and submit annual reports
<b>Strategy 2:</b>	Implement reaccreditation guidelines
<b>Strategy 3:</b>	Successfully renew PHAB accreditation in 2019
<b>Objective 2:</b> Maintain financial stability and fiscal responsibility to all stakeholders	
<b>Strategy 1:</b>	Educate internal and external stakeholders regarding fiscal realities of local public health funding
<b>Strategy 2:</b>	Develop IT capability to provide improved financial reporting and forecasting
<b>Strategy 3:</b>	Analyze cost per unit of service for all service lines
<b>Strategy 4:</b>	Evaluate how building space impacts delivery of local public health services
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<b>Goal 1: Uphold the highest professional standards in public health</b>	
<b>Objective 3:</b> Ensure customer oriented services	
<b>Strategy 1:</b>	Each MCDBOH program will develop a mechanism to regularly solicit customer satisfaction
<b>Strategy 2:</b>	All program staff will undergo CLAS training to ensure cultural competence of staff delivering services
<b>Strategy 3:</b>	MCDBOH branding team will approve program customer satisfaction mechanisms
<b>Strategy 4:</b>	Implement, monitor and evaluate continuous consumer satisfaction assessments
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<b>Goal 2: Improve population health outcomes</b>	
<b>Objective 1:</b> Continue to <b>implement</b> , monitor, evaluate and revise the Mahoning County Community Health Improvement Plan (CHIP) to address identified community health priorities.	
<b>Strategy 1:</b> Follow the Mahoning County CHIP 2017 Implementation and Evaluation plans.	
<b>Objective 2:</b> Align Community Health Assessment (CHA) and Community Health Improvement Planning (CHIP) cycles with hospital Community Health Needs Assessments (CHNA) and Improvement Planning (IP) cycles as required by the Ohio Department of Health (ODH) by 2020.	
<b>Strategy 1:</b> Investigate CHA alignment with local hospital CHNAs	
<b>Strategy 2:</b> Formalize a CHA/CHNA and CHIP/IS process to comply with ODH requirements	
<b>Strategy 3:</b> Conduct CHA/CHNA and CHIP/IS in unison with local hospitals as directed by ODH	
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<b>Goal 2: Improve population health outcomes</b>	
<b>Objective 3:</b> Provide high quality, timely public health education which uphold the National Standards for Culturally and Linguistically Appropriate Services (CLAS standards).	
<b>Strategy 1:</b> Ensure that all staff receive cultural competence training annually	
<b>Strategy 2:</b> Continue/expand website based education efforts by ensuring that content is current, complete and relevant	
<b>Strategy 3:</b> Implement a process for publication of inspection reports for all MCDBOH inspection services	
<b>Strategy 4:</b> Develop an unique brand for the organization	
<b>Strategy 5:</b> Develop and implement a coordinated social media/public education campaign	
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<b>Goal 2: Improve population health outcomes</b>	
<b>Objective 4:</b> Expand collaborative partnerships to improve the integration of a Health in All Policies (HiAP) approach to decision making across all sectors in Mahoning County.	
	<p><b>Strategy 1:</b> Each division will educate one community agency/ organization/ sector regarding the integration of health considerations into policy making and programming to improve the health of all communities</p> <p><b>Strategy 2:</b> Increase community engagement in the CHA/CHIP process by creating a CHIP Advisory Team composed of underrepresented populations</p> <p><b>Strategy 3:</b> Engage community members prior to development or revisions of programs or services</p>
<b>Objective 5:</b> Reduce health outcome inequity	
	<p><b>Strategy 1:</b> Implement CHIP health equity strategies</p> <p><b>Strategy 2:</b> Convene health data providers to develop mechanisms for providing health inequity data indicators</p>
	
<b>Public Health</b> <small>Prevent. Promote. Protect.</small>	<b>Mahoning County District Board of Health</b>

<b>Goal 3: Support the personal and professional development of MCDBOH staff</b>	
<b>Objective 1:</b> Support the personal and professional development of MCDBOH staff	
	<p><b>Strategy 1:</b> Implement semiannual all-staff meetings</p> <p><b>Strategy 2:</b> Implement, monitor and evaluate a revised MCDBOH Workforce Development plan</p> <p><b>Strategy 3:</b> Investigate the feasibility of an annual “State of the Board” meeting</p> <p><b>Strategy 4:</b> Conduct and evaluate inter-departmental meetings among all department divisions</p>
<b>Objective 2:</b> Acknowledge staff commitment to excellence	
	<p><b>Strategy 1:</b> Implement, monitor and evaluate a revised MCDBOH Workforce Succession plan</p> <p><b>Strategy 2:</b> Create a Labor/Management committee to develop and implement a formal employee recognition program</p>
	
<b>Public Health</b> <small>Prevent. Promote. Protect.</small>	<b>Mahoning County District Board of Health</b>



  
**Public Health**  
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**Mahoning County District Board of Health**

**DISTRICT BOARD OF HEALTH  
MAHONING COUNTY**

**FINANCE COMMITTEE MEETING  
OCTOBER 16, 2017  
8:30 A.M.**

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

**MINUTES**

Board members present: Mr. Don Somers  
Dr. Michael Miladore

Staff present: Patt Sweeney  
Ed Janik

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

The Finance committee reviewed at length the proposed 2018 Budget, the proposed 2018 Food Service and Retail Food Establishment Fees and the monthly financial reports.

Proposed contracts were reviewed and the Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCDBOH meeting October 18, 2017:

Contracts:

- Northeast Ohio Infectious Disease Associates, Inc., TB Control Officer, \$10,800.00
- Executive Computer Management Solutions, Inc., PowerEdge Server and Licenses, \$22,135.61
- Youngstown City Health District, WIC Clinic Space, \$3,000.00
- Genesis Outdoor Advertising, Billboard Advertising for MCHP Grant, \$1,725.00
- Executive Computer Management Solutions, Inc., Surface Pro 4 for HUB Program, \$1,166.50

Motion to adjourn was made by Dr. Miladore, seconded by Mr. Somers at 10:15 a.m.

**DISTRICT BOARD OF HEALTH  
MAHONING COUNTY**

**BOARD OF HEALTH PERSONNEL COMMITTEE MEETING  
OCTOBER 16, 2017  
3:30 P.M.**

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

**MINUTES**

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

Staff present:                      Patricia Sweeney  
   Ed Janik

Meeting called to order at 3:30 p.m.  
Pledge of Allegiance made.  
Roll call conducted.

At 3:35 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 3:50 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, 2017.

A motion to adjourn was made by Mr. Perry, seconded by Dr. Mosca at 3:55 p.m.