

**Minutes of the
District Board of Health
Mahoning County
October 17, 2018
8:00 a.m.**

The Mahoning County District Board of Health held its regular meeting on October 17, 2018 at 8:00 a.m. at the Offices of the District Board of Health Mahoning County, 50 Westchester Drive, Youngstown, Ohio 44515

I. Pledge of Allegiance

II. Roll Call

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

Staff Present: Ed Janik, John Hallas, Loretta Floyd-Pleas, Erica Horner, Michelle Edison, Dr. Kravec, Dan Hutton, Julie Thompson, Patt Sweeney (via phone)

Public Audience: Bill Clipse, Meander Homes

III. Minutes

MOTIONS

Dr. Mosca motioned, Dr. Miladore seconded to approve the minutes of the 9/24/18 Board meeting as presented.

Motion carried unanimously.

Dr. Miladore motioned, Dr. Mosca seconded to approve the minutes of the 9/17/18 Finance Committee meeting as presented.

Motion carried unanimously.

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

A. Special Request #EH-SR-18-02 – Jones (Poland Twp.)

Mr. Hutton explained that this is a request for temporary holding tanks to be installed on a new construction home in Poland Township. The Mahoning County Sanitary Engineers are in the process of preparing bid documents for the approved EPA project. The Sanitary Engineers office is unable to give a completion date for the sewer line due to concern over possible litigation with the lowest bid. Board of Health policy has required a date of completion in the letter from the Sanitary Engineers, however due to concerns of a delay over litigation; they are unable to provide a completion date. Without an approved sanitary permit or septic permit the owner will be delayed in construction. The Board has the option to approve the installation of temporary holding tanks, sized to the capacity of 2,000 gallons with a high water alarm. In addition, the homeowner will connect to sanitary within 30 days of project completion as stated in the homeowner's notarized letter. There is also a second option, although costly to the homeowner, to approve and complete a septic onsite with soils evaluated

by a hired professional and a design submitted for installation of a primary and secondary on-lot soil absorption system according to OAC 3701-29.

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to approve the Director of Environmental Health’s recommendation for Special Request #EH-SR-18-02 as presented:

To approve the installation of temporary holding tanks, sized to the capacity of 2,000 gallons with a high water alarm. In addition, the homeowner will connect to sanitary within 30 days of project completion as stated in Ms. Jones notarized letter.

Motion carried unanimously.

V. New Business

A. 2019 Budget

Mr. Janik explained that the budget was created by sitting down with all of the managers to review their proposed revenues and expenditures. The proposed budget for 2019 is \$6,971,340.00 including grant funds of \$2,330,988.00.

Dr. Miladore added that the Finance Committee reviewed the budget in detail and is pleased to recommend its approval.

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the 2019 Budget as presented.

Motion carried unanimously.

B. 2019 Food Service and Retail Food Establishment Fees – 1st Reading

Mr. Janik explained that this is the first reading of Resolution Number 18-FS-01, the proposed 2019 Food Service and Retail Food Establishment Fees. There will be three readings of the fees with Board action required on the last reading. The fee changes range from increases of 1.87% to 2.37% with the exception of mobiles and temporaries which have decreased 24% and 49% respectively.

		2018 Fees	2019 Proposed Fees	Change %
LEVEL I	< 25,000 sq. ft.	\$224.60	\$228.80	1.87%
LEVEL II	< 25,000 sq. ft.	\$247.95	\$252.72	1.92%
LEVEL III	< 25,000 sq. ft.	\$437.51	\$447.02	2.17%
LEVEL IV	< 25,000 sq. ft.	\$543.96	\$556.13	2.24%
LEVEL I	> 25,000 sq. ft.	\$306.77	\$313.03	2.04%
LEVEL II	> 25,000 sq. ft.	\$320.78	\$327.39	2.06%
LEVEL III	> 25,000 sq. ft.	\$1,035.14	\$1,059.56	2.36%
LEVEL IV	> 25,000 sq. ft.	\$1,094.90	\$1,120.82	2.37%
VENDING OPERATIONS		\$14.99	\$15.30	2.1%
MOBILE OPERATIONS		\$130.76	\$98.72	-24.50%
TEMPORARY OPERATIONS (EVENT)		\$94.64	\$54.02	-49.92%

VI. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met yesterday and reviewed the proposed 2019 budget, our cash balance for September is down slightly due to the revenues for our taxes having not yet arrived but once that occurs the cash balance will be at a good level.

Dr. Mosca reported that the Personnel Committee met and had no business to discuss.

B. Division/Program

Julie Thompson

Section 1 of the Annual Report was approved by PHAB so Section 2 is due at the end of this month. The finishing touches are being put on Section 2 so that it can be submitted and work continues on reaccreditation.

Ed Janik

There will be open enrollment for health insurance during the month of November. The county human resource division will be coming here to hold two presentations to staff. This year enrollment will be online. The first meeting of the employee recognition committee was held and we have solicited input from 37 other health jurisdictions as to how they recognize employees.

John Hallas

The Ohio Department of Health will be coming in November to do a survey of the Food Service Operation program. Beginning November 1st the food inspections will be available to view on our website. The last rabies vaccination clinic of the year will be held Saturday, October 27th at the Dog Warden's new office on Meridian Road in Austintown.

Loretta Floyd-Pleas

The WIC program has submitted the fourth quarter and final expenses for 2018 to the Ohio Department of Health. Community outreach continues with OCCHA and Alta Head Start. We will be receiving quarterly professional development and additional information as part of a grant that Alta Head Start has applied for to strengthen protective factors in parents and caregivers that receive WIC benefits in Columbiana, Trumbull and Mahoning counties.

Erica Horner

OEI 2.0, Maternal and Child Health Program Grant and Cribs for Kids/Safe Sleep Grants fiscal year 2019 all started on October 1st. For the Maternal and Child Health Program grant in September the Cribs for Kids program distributed 25 cribettes and the final monthly and programmatic reports have been submitted to ODH. In the Moms Quit for Two grant Cara Rasor completed a four day training in Columbus and she is now a Certified Tobacco Treatment Specialist. Regarding Project DAWN naloxone kits for the month of September 27 community kits were distributed with 56 total educations completed. There were no reported uses and no reported saves from the community kits. 16 full kits were distributed to Law Enforcement/First Responders with 16 recorded uses; 13 saves and 3 unknowns at the time of this report. I was asked by the Ohio Department of Health to be part of a panel at the Ohio Supreme Court's Specialized Docket Conference on October 12th to speak about Mahoning County's efforts regarding Project DAWN, naloxone education, kit distribution and assistance with policy development to the Mahoning County Juvenile Justice Center staff in March of 2018 and also to several bail bondsmen in late 2017. 233 childhood/adolescent immunizations

were given to 87 patients at our regularly scheduled clinics in September. 78.2% of the children and adolescent clients at our September clinics were from identified high risk populations. 98.2% of adolescents in our immunization clinics were considered up to date for required vaccines in September. Flu clinics also started the last week of September and this month is extremely busy between regularly scheduled clinics and flu shot clinics.

Michelle Edison

The HUB enrolled 98 women this past quarter, making the current active total 319 women. There have been 141 births this year; our overall normal birth weight rate is 84.8% and full term rate is 85.8%. For this quarter our normal birth weight rate is 92.1% and full term rate is 87.5% for all of our clients. Our African American low birth weight and pre-term rates continue to be lower than the county rates overall. Housing and Transportation continue to be challenging barriers for our client pathways. We received a no cost extension for December from the Ohio Commission on Minority Health so the next grant year will follow the calendar year. We also received a Senatorial Citation from Senator Joe Schiavoni for being selected as a recipient of grant funding for the Mahoning County Certified Pathways HUB Model Expansion project.

Dr. Kravec

Attended the AOHC Fall Conference with Patt at the end of last month and participated in the Medical Director University portion of the conference. Heard updates from pediatricians, pediatric infectious disease physicians, the Ohio Department of Health and Dr. Clint Koenig, ODH's Medical Director. Dr. Koenig is going to start quarterly conference calls with all of the state's medical directors.

Patt Sweeney

2019 is the last year for the current Community Health Improvement Plan. There are several areas in the Community Health Improvement Plan where we are actually moving away from the goals that were set so community forums were held in August and September and priorities and strategies were identified. Another meeting will be held October 25th to finalize those plans. The Community Health Assessment for 2020-2023 is now underway with surveys in the field. I am currently in California at a Collective Impact Workshop as part of the Health and Equity in All Policies (HEIAP) work we are doing with support from the Kresge Foundation. I am thankful to the Board for allowing me to be a part of this educational experience.

VII. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

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

Motion carried unanimously.

B. Contracts

1) Mercy Health Youngstown, LLC, Centering Pregnancy Site #3, Contract Addendum Increase to \$97,447.00

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the contract addendum increase with Mercy Health Youngstown, LLC., as presented.

Motion carried unanimously.

2) ECMSI, Contract Addendum Increase to \$81,000.00

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the contract addendum increase with ECMSI as presented.

Motion carried unanimously.

3) Holiday Inn Boardman, April All Staff Meeting, \$2,100.00

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the contract with Holiday Inn Boardman as presented.

Motion carried unanimously.

VIII. Travel

A. Official Travel and B. Continuing Education

MOTION

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

Motion carried unanimously.

IX. Personnel Actions

A. Executive Session

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to go into Executive Session to discuss personnel matters at 8:29 a.m.

Motion carried unanimously.

B. Exit Executive Session

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to exit Executive Session.

Motion carried unanimously.

C. Appoint – Community Outreach Worker

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to appoint Marquesha Driver as a part-time Community Outreach Worker as presented.

In the event that Ms. Driver does not accept the position, the Board grants authority to the Health Commissioner to offer the job to another candidate.

Motion carried unanimously.

D. Approve – Health Commissioner Vacation 10/30-11/2

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to approve the Health Commissioner's vacation as presented.

Motion carried unanimously.

X. Adjournment

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to adjourn the meeting.

Motion carried unanimously.

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**PERSONNEL COMMITTEE MEETING
OCTOBER 15, 2018
4:00 P.M.**

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

MINUTES

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

Staff present: Patricia Sweeney
 Ed Janik

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

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

The motion was seconded by Dr. Mosca.

Mr. Perry made a motion to leave executive session at 4:30 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 17, 2018.

A motion to adjourn was made by Mr. Perry, seconded by Dr. Mosca at 4:35 p.m.

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**FINANCE COMMITTEE MEETING
OCTOBER 16, 2018
8:00 A.M.**

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

MINUTES

Board members present: Mrs. Bev Fisher
Dr. Michael Miladore

Staff present: Ed Janik

Meeting called to order at 8:10 a.m.

The Finance Committee reviewed the monthly financial reports, the 2019 MCDBOH budget and the proposed 2019 Food Service and Retail Food Establishment fees.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCDBOH meeting October 17, 2018:

Contracts:

- Mercy Health Youngstown, LLC, Centering Pregnancy Site #3, Contract Addendum Increase to \$97,447.00
- ECMSI, Contract Addendum Increase to \$81,000.00
- Holiday Inn Boardman, April All Staff Meeting, \$2,100.00

Meeting adjourned at 9:25 a.m.