

**Minutes of the  
Mahoning County Public Health  
Board Meeting  
December 18, 2019  
6:30 a.m.**

The Mahoning County Public Health Board held its regular meeting on December 18, 2019 at 6:30 a.m. at the offices of Mahoning County Public Health, 50 Westchester Drive, Youngstown, Ohio 44515.

**I. Pledge of Allegiance**

**II. Roll Call**

Present

Len Perry  
Bev Fisher  
Dr. Nancy Mosca  
Dr. Michael Miladore  
Joe Mistovich

Absent

Staff Present:

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

Public Audience:

Dave Mannion, Kathleen Mace

**III. Minutes**

**MOTIONS**

Mrs. Fisher motioned, Dr. Mosca seconded to approve the minutes of the 11/20/19 Board meeting as presented.

Motion carried unanimously.

Mr. Perry motioned, Dr. Mosca seconded to approve the minutes of the 11/18/19 Personnel Committee meeting as presented.

Motion carried unanimously.

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the minutes of the 11/19/19 Finance Committee meeting as presented.

Motion carried unanimously.

**IV. Old Business**

A. Environmental Fee Adjustments – 3<sup>rd</sup> Reading

Mr. Hallas explained that this is the third and final reading for proposed changes to the Food Service and Retail Food Establishment fees, the Swimming Pool and Spa fees, the Private Water Well fees and the Campground fees. If approved by the Board the fees will be effective January 1, 2020.

Mrs. Fisher added that the Licensing Council met and recommends the adoption of the fees as presented.

**MOTION**

Mr. Perry motioned, Mr. Mistovich seconded to approve the Environmental fee adjustments as presented:

**PROPOSED FEES FOR FOOD SAFETY PROGRAM OPERATIONS**

(Total fee does not include the remittance fees)

**COMMERCIAL & RETAIL FOOD OPERATIONS**

		2019 FEES	2020 PROPOSED
LEVEL I	<25,000 sq. ft.	\$228.80	\$267.57
LEVEL II	<25,000 sq. ft.	\$252.72	\$296.76
LEVEL III	<25,000 sq. ft.	\$447.02	\$533.81
LEVEL IV	<25,000 sq. ft.	\$556.13	\$665.92
LEVEL I	>25,000 sq. ft.	\$313.03	\$370.33
LEVEL II	>25,000 sq. ft.	\$327.39	\$387.84
LEVEL III	>25,000 sq. ft.	\$1,067.40	\$1,281.13
LEVEL IV	>25,000 sq. ft.	\$1,129.18	\$1,355.87
<b>VENDING OPERATIONS</b>		\$15.30	\$15.59
<b>MOBILE OPERATIONS</b>		\$98.72	\$164.77
<b>TEMPORARY OPERATIONS (EVENT)</b>		\$54.02	\$204.09

**PROPOSED FEES FOR FOOD PLAN REVIEW**

(No remittance fees)

		2019 FEES	2020 PROPOSED
LEVEL I	<25,000 sq. ft.	\$ 68.64	\$100.00
LEVEL II	<25,000 sq. ft.	\$ 75.82	\$200.00
LEVEL III	<25,000 sq. ft.	\$134.11	\$300.00
LEVEL IV	<25,000 sq. ft.	\$166.84	\$400.00
LEVEL I	>25,000 sq. ft.	\$ 93.91	\$200.00
LEVEL II	>25,000 sq. ft.	\$ 98.22	\$400.00
LEVEL III	>25,000 sq. ft.	\$317.87	\$600.00
LEVEL IV	>25,000 sq. ft.	\$336.25	\$800.00
WCUPU	WATER SAMPLE	\$ 80.00	\$106.00
	30% ADDITIONAL TO BASE FOR EXPEDITION FEE		

**PROPOSED FEES FOR PRIVATE WATER SYSTEMS PROGRAM**

(Total fee does not include the remittance fees)

		2019 FEES	2020 PROPOSED
W1	NEW WELL	\$306.00	\$406.00
W10	NEW CISTERN	\$236.00 *	\$406.00
W11	ALTERATION CISTERN	\$115.00	\$270.00
W12	COMM. CISTERN OR HAULED WATER	\$256.00	\$340.00

W16	COMMERICAL ALTERNATION	\$255.00	\$297.00
W2	ALTERATION WELL	\$200.00	\$270.00
W3	COMMERCIAL WELL	\$331.00	\$436.00
W4	NEW SPRING	\$236.00	\$312.00
W5	ALTERATION SPRING	\$115.00	\$270.00
W6	COMMERCIAL SPRING	\$256.00	\$340.00
W7	NEW POND	\$236.00	\$312.00
W8	ALTERATION POND	\$115.00	\$152.00
W9	COMMERCIAL POND	\$256.00	\$340.00
WCPR	WATER SAMPLE FOOD PRIVATE	\$ 80.00	\$106.00
WCPU	WATER SAMPLE FOOD BUSINESS (EPA)	\$ 80.00	\$106.00
	• Should have been same as W1		

**PROPOSED FEES FOR PUBLIC SWIMMING POOLS PROGRAM**  
(Total fee does not include the remittance fees)

		2019 FEES	2020 PROPOSED
APO	ADDITIONAL SWIMMING POOL	\$160.00	\$215.00
APON	ADDITIONAL POOL NON-COMM	\$160.00	\$215.00
ASP	ADDITIONAL SPA	\$160.00	\$215.00
ASPN	ADDITIONAL SPA NON-COMM	\$160.00	\$215.00
ASU	ADDITIONAL SPECIAL USE POOL	\$160.00	\$215.00
ASUN	ADD. SPECIAL USE POOL NON COMM	\$160.00	\$215.00
PO	SWIMMING POOL	\$315.00	\$420.00
PON	SWIMMING POOL NON COMM	\$315.00	\$420.00
SP	SPA	\$315.00	\$420.00
SPN	SPA NON-COMM	\$315.00	\$420.00
SU	SPECIAL USE POOL	\$315.00	\$420.00
SUN	SPECIAL USE POOL NON COMM.	\$315.00	\$420.00

**PROPOSED FEES FOR CAMPGROUND PROGRAM**  
(Total fee does not include the remittance fees)

		2019 FEES	2020 PROPOSED
CPCL	COMBINED PARK – CAMP =>50	\$145.00	\$145.00
CPCS	COMBINED PARK – CAMP <50	\$145.00	\$145.00
POC	PERMISSION TO OPERATE A CAMP	\$142.00	\$200.00
RCL	RECREATION CAMP =>50	\$145.00	\$145.00
RCS	RECREATION CAMP <50	\$145.00	\$145.00
RVPL	RECREATION VEHICLE PARK	\$145.00	\$145.00
RVPS	RECREATION VEHICLE PARK <50	\$145.00	\$145.00
TPC	TEMPORARY PARK CAMP	\$219.00	\$219.00
	Each additional lot over 50 includes temporaries	\$ 2.50	\$ 3.50

Motion carried unanimously.

**V. Special Requests/Subdivision Requests/Board Orders**

A. Special Request #EH-SR-19-02 – Blosser (Berlin Twp.)

Mr. Hallas explained that this is a food service operation in Berlin Township that consists of a small building and parking lot and a lot behind the parking lot where the sewage treatment system is located. There is a well on the property but it is below grade and in the

parking lot. Over the years the samples have intermittently been safe and unsafe. What the owner would like to do is install hauled water storage tanks. If she does that, the operation will no longer be under Ohio EPA public drinking water standards. The cost of installing a new well on the property is roughly \$14,000.00 compared to \$7,000.00 for hauled water storage tanks. The owner would continue to use the current well for only non-potable water. The variance would also be for the minimum isolation distance from the sewage system, property lines and parking lot. The heated shed will be on the back corner of the parking lot, 35 feet from the sewage tank, less than 10 feet from the property line. Our recommendation is to grant the variance to allow the owner to remain in business, as it will actually make the water safe consistently rather than intermittently due to the fact that the well is in a pit in the parking lot and is subject to surface water inundation.

A lengthy discussion ensued involving the Board members, Mr. Hallas and Ms. Mace regarding alternative solutions and additional stipulations for the variance.

### **MOTION**

Mr. Perry motioned, Mrs. Fisher seconded to approve the Deputy Director's recommendation for Special Request #EH-SR-19-02 as presented with the following stipulations:

Stipulation #1: Mahoning County Public Health is sent copies of the water delivery receipts every month.

Stipulation #2: This situation will be revisited in six (6) months to ensure everything is working as it should be.

Stipulation #3: Should the property transfer ownership this Variance Request becomes null and void.

Stipulation #4: Mahoning County Public Health is in receipt of a letter from the manufacturer of the soft serve ice cream machines that says that there is no chance of cross contamination from a non-potable water source cooling the motors in the machines to any food contact portion of the machine.

Grant the variance to allow owner to remain in business, as it will actually make the water safe consistently rather than intermittently due to the fact that the well is in a pit in the parking lot and is subject to surface water inundation.

Motion carried unanimously.

## **VI. New Business**

### **A. 2019 Budget Additions and Cash Advances**

Mr. Janik explained that this is something we do every year. We have to cash advance money into our grant funds that have negative cash balance at the end of the year and then after the first of the year we will reverse the money. The auditors do not want any funds to have negative balances at the end of the year.

### **MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to approve the 2019 budget additions and cash advances as presented.

Motion carried unanimously.

### **B. 2020 Solid Waste Facility Licenses**

Mr. Tekac explained that both of the licenses are for active landfills in Mahoning County. One is for Mahoning Landfill in Springfield Township and the other is for Carbon Limestone Sanitary Landfill in Poland Township. The special terms and conditions for each license are unchanged from last year and the landfills remain in compliance.

### **MOTION**

Mr. Perry motioned, Mrs. Fisher seconded to approve the 2020 Solid Waste Facility Licenses as presented.

Motion carried unanimously.

## **VIII. Reports**

### **A. Committee**

Dr. Mosca reported that the Personnel Committee met on Monday and discussed personnel issues which will be further discussed in Executive Session.

Dr. Miladore reported that the Finance Committee met yesterday at the Fairgrounds and reviewed the many contracts on this agenda for a significant amount of dollars as well as the monthly review of the overall finances.

### **B. Division/Program**

#### **Julie Thompson**

We are finalizing our documentation for resubmission for reaccreditation. After that we will wait to hear when our site visit will be scheduled.

#### **Ed Janik**

Fiscal is closing the books for 2019; the last day to pay invoices was yesterday and checks will not be issued again until the first Tuesday of 2020. Busy with Medicaid funding and contracts with managed care organizations. The County Commissioners have declared a Health Care Holiday for the last pay in December which benefits not only those employees with our insurance but also the Board of Health because none of us have to pay the insurance premiums for one pay.

#### **Ryan Tekac**

Had the opportunity last week to attend the kick off meeting in Columbus with Michelle Edison for the More 1<sup>st</sup> Birthdays grant. This meeting was an opportunity to bring those agencies that have been funded together in order to receive an overview of the funding cycle, learn about the data collection and quarterly reporting. I know this is an area I am learning as we transition but an area that stood out in this meeting is the development of dashboards which are being created by the Government Research Center. These dashboards will be made available with county views and the availability to download their data for use.

#### **John Hallas**

Had a conference call with our Ohio EPA representative and she indicated that there were no deficiencies or major issues found during our solid waste program survey. The fall/winter sewage contractor continuing education meeting was held on December 11<sup>th</sup> and went very well. All of the sanitarians in the food program are now out on their own doing inspections having completed their training.

#### **Susan Kovach**

We were awarded the MRC grant that we applied for, so in January we will be working with Trumbull County Combined Health District to do some fresh recruiting and training to boost our Medical Reserve Corps numbers and bring some much needed life back into that program. On January 21<sup>st</sup> we are having our pandemic flu tabletop exercise at the Emergency Management Agency office and hopefully we will have the Commissioners, Prosecutor, Youngstown Mayor and Youngstown City Prosecutor present because we will be discussing

isolation and quarantine and their input is needed. The OEI team is going to Columbus in January for a face to face meeting and will be introduced to a dashboard created by the Miami University which we will be able to use much like Ryan mentioned when he spoke.

#### Erica Horner

There have been many opportunities to go out into the community and provide education this past month; first was with Ohio Senior Living Centers: Public Health Nurses Linda Mervin, Rachel Jackson and Sharon Woodall provided public health education on topics such as CDC recommended adult vaccines and tips to stay healthy. These events were held in November at three different sites in the county, Boardman Park, Youngstown North Side and Petersburg.

Cara Razor and Rachel Jackson provided education to 11<sup>th</sup> and 12<sup>th</sup> grade students at Canfield High School during their Healthy Living class in November and December. Education topics consisted of vaping, tobacco use, stress management and healthy blood pressure.

For the month of November there were 77 Project DAWN naloxone community kits distributed (38% of the kits distributed were to populations who reside in areas at highest risk for overdoses in the county). We held two trainings with YSU students and one Wellness Event at Neil Kennedy's Fellowship Hall. There were 18 kits distributed to First Responders during November with 12 reported uses, 11 saves and 1 unknown.

There were 126 childhood/adolescent immunizations given to 59 patients at our regularly scheduled year round and additional clinics during November. 72% of the children and adolescent clients at our November clinics were from identified Mahoning County high risk populations. By the end of November, 1,535 flu shots had been administered.

#### Michelle Edison

The HUB is really focusing on how to identify and address barriers for our clients on different levels and to do that the HUB is developing a dashboard. This past year we have focused on developing and strengthening our relationships with our community partners. We are really excited about how what the HUB is doing is truly impacting both our clients and care providers in the community. We just received notice that we will be mentoring a new HUB.

#### Loretta Floyd-Pleas

The WIC caseload is currently 4,143 clients and of that we serve 1,789 children ages 1 to 5, 1,383 infants and 971 women who are pregnant or breastfeeding so that is what we have been busy doing. The other thing that we are really excited about is that we finally have the date for the old computer system to come down and the new computer system to go online. This will happen at the end of January.

#### Scott Bolam

All samples have been submitted for the year so we are wrapping up our testing. In 2018 for one of our customers we did 2,883 wastewater samples and in 2019 for the same customer we did 3,052 samples. More to the point, last year from November 1<sup>st</sup> to the end of December we accepted 305 samples from them. This year from November 1<sup>st</sup> until now we have accepted 1,047 samples which has been a tremendous amount of work and I would like to commend all of my staff members for their hard work and getting all of this done.

#### Dr. Kravec

We have been doing a significant amount of education regarding vaping and lung illness and sending information to providers in Mahoning County. It has been very beneficial working together on the Community Health Needs Assessment between the hospital systems and everyone else involved connecting community health, public health and population health.

#### Patt Sweeney

Ryan and I are meeting with Dr. Acton and Governor DeWine later this morning to participate in a roundtable discussion titled A Vision for Public Health in Mahoning Valley and Ohio.

**IX. Approval of Monthly Expenses**

A. Monthly Expenses

**MOTION**

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

Motion carried unanimously.

B. Contracts

- 1) ECMSI, Prime Care IT Services, \$136,006.16 (2 year agreement)
- 2) ECMSI, Advanced Security Contract, \$15,212.40
- 3) ECMSI, Disaster Recovery Agreement, \$6,825.84
- 4) ECMSI, Microsoft Office 365, \$10,296.00

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contracts with ECMSI as presented.

Motion carried unanimously.

- 5) Community Legal Aid Services, More 1<sup>st</sup> Birthdays, \$44,135.00 (2 year agreement)

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contract with Community Legal Aid Services as presented.

Motion carried unanimously.

- 6) Youngstown City Health District, More 1<sup>st</sup> Birthdays, \$133,111.00 (2 year agreement)
- 7) Alta Care Group, More 1<sup>st</sup> Birthdays, \$174,315.00 (2 year agreement)
- 9) Mercy Health – Centering Pregnancy, More 1<sup>st</sup> Birthdays, \$331,435.00 (2 year agreement)
- 10) Mercy Health – Resource Mothers, More 1<sup>st</sup> Birthdays, \$251,896.00 (2 year agreement)

**MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to approve the contracts with Youngstown City Health District, Alta Care Group and Mercy Health as presented.

Motion carried unanimously.

- 8) Akron Children’s Hospital Mahoning Valley – More 1<sup>st</sup> Birthdays, \$219,144.00 (2 year agreement)

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contract with Akron Children’s Hospital Mahoning Valley as presented.

On roll call the vote was as follows:

Mr. Perry	Yes
Mr. Mistovich	Yes
Mrs. Fisher	Yes
Dr. Mosca	Abstain

Dr. Miladore Yes

Motion carried.

- 11) Mahoning County Educational Service Center, More 1<sup>st</sup> Birthdays, \$308,788.00 (2 year agreement)

**MOTION**

Mrs. Fisher motioned, Dr. Mosca seconded to approve the contract with Mahoning County Educational Service Center as presented.

Motion carried unanimously.

- 12) Cavalier Mobile X-Ray, TB Clinic X-Ray Provider, \$4,500.00 (2 year agreement)

**MOTION**

Dr. Mosca motioned, Mr. Mistovich seconded to approve the contract with Cavalier Mobile X-Ray as presented.

Motion carried unanimously.

- 13) Nicholas G. Proia, MD, Inc., Tuberculosis Control Officer, \$10,800.00

**MOTION**

Mrs. Fisher motioned, Dr. Mosca seconded to approve the contract with Nicholas G. Proia, MD, Inc. as presented.

Motion carried unanimously.

- 14) Biomedical Laboratories, TB Specimen Testing, \$4,000.00 (2 year agreement)

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the contract with Biomedical Laboratories as presented.

Motion carried unanimously.

- 15) Liberty Tire Recycling, LLC., Replacement of Previously Approved Contract, \$12,500.00

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contract with Liberty Tire Recycling, LLC. as presented.

Motion carried unanimously.

- 16) Tracy McNally, Janitorial Services at 116 Westchester, \$2,080.00 (2 year agreement)

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the contract with Tracy McNally as presented.

Motion carried unanimously.

**X. Travel**

- A. Official Travel

**MOTION**

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

Motion carried unanimously.



**VII. Board Continuing Education**

A. 2020-2022 Community Health Improvement Plan Draft Review

Mrs. Sweeney gave a 15 minute presentation followed by a 15 minute discussion period with the Board explaining the draft 2020-2022 Community Health Improvement Plan.

**IX. Personnel Actions**

A. Executive Session

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to go into Executive Session to discuss personnel matters at 7:40 a.m.

Motion carried unanimously.

B. Exit Executive Session

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to exit Executive Session at 7:55 a.m.

Motion carried unanimously.

C. Post/Advertise – More 1<sup>st</sup> Birthdays Coordinator

**MOTION**

Dr. Mosca motioned, Mrs. Fisher seconded to post/advertise for a More 1<sup>st</sup> Birthdays Coordinator as presented.

Motion carried unanimously.

D. Post/Advertise – Community Health Worker

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to post/advertise for a Community Health Worker as presented.

Motion carried unanimously.

**X. Adjournment**

**MAHONING COUNTY PUBLIC HEALTH**

**FINANCE COMMITTEE MEETING**

**DECEMBER 17, 2019**

**8:30 A.M.**

**Canfield Fairgrounds Administration Building**

**7265 Columbiana-Canfield Road**

**Canfield, Ohio 44406**

**MINUTES**

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

Staff present: Patricia Sweeney  
Ed Janik  
Ryan Tekac

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

The Finance Committee reviewed in great detail the 2019 Budget Additions and Cash Advances and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting December 18, 2019:

Contracts:

- ECMSI, Prime Care IT Services, \$136,000.16 (2 year agreement)
- ECMSI, Advanced Security Contract, \$15,212.40
- ECMSI, Disaster Recovery Agreement, \$6,825.84
- ECMSI, Microsoft Office 365, \$10,296.00
- Community Legal Aid Services, More 1<sup>st</sup> Birthdays, \$44,135.00 (2 year agreement)
- Youngstown City Health District, More 1<sup>st</sup> Birthdays, \$133,111.00 (2 year agreement)
- Alta Care Group, More 1<sup>st</sup> Birthdays, \$174,315.00 (2 year agreement)
- Akron Children's Hospital Mahoning Valley, More 1<sup>st</sup> Birthdays, \$219,144.00 (2 year agreement)
- Mercy Health – Centering Pregnancy, More 1<sup>st</sup> Birthdays, \$331,435.00 (2 year agreement)
- Mercy Health – Resource Mothers, More 1<sup>st</sup> Birthdays, \$251,909.00 (2 year agreement)
- Mahoning County Educational Service Center, More 1<sup>st</sup> Birthdays, \$308,788.00 (2 year agreement)
- Cavalier Mobile X-Ray, TB Clinic X-Ray Provider, \$4,500.00 (2 year agreement)
- Nicholas G. Proia, MD, Inc., Tuberculosis Control Officer, \$10,800.00
- Biomedical Laboratories, TB Specimen Testing, \$4,000.00 (2 year agreement)
- Liberty Tire Recycling, LLC., Replacement of Previously Approved Contract, \$12,500.00
- Tracy McNally, Janitorial Services at 116 Westchester, \$2,080.00 (2 year agreement)

Meeting adjourned at 9:50 a.m.

**MAHONING COUNTY PUBLIC HEALTH**

**PERSONNEL COMMITTEE MEETING  
DECEMBER 16, 2019  
4:00 P.M.**

**Mahoning County Public Health  
50 Westchester Drive  
Youngstown, Ohio 44515**

**MINUTES**

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

Staff present: Ed Janik  
Patricia Sweeney  
Ryan Tekac

Meeting called to order at 4:05 p.m.

At 4:07 p.m. Mr. Mistovich 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 6:15 p.m. The motion was seconded by Mr. Mistovich.

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 December 18, 2019.

A motion to adjourn was made by Dr. Mosca, seconded by Mr. Perry at 6:20 p.m.