

**Minutes of the
Mahoning County Public Health
Board Meeting
January 24, 2020
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on January 24, 2020 at 8:00 a.m. at the offices of Mahoning County Public Health, 50 Westchester Drive, Youngstown, Ohio 44515.

I. Pledge of Allegiance

II. Roll Call

Present

Bev Fisher
Dr. Nancy Mosca
Joe Mistovich
Len Perry (via telephone and not voting)

Absent

Dr. Michael Miladore

Staff Present:

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

Public Audience:

Mayor Catherine Miller

III. Minutes

MOTIONS

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the minutes of the 12/18/19 Board meeting as presented.

Motion carried unanimously.

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the minutes of the 12/16/19 Personnel Committee meeting as presented.

Motion carried unanimously.

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the minutes of the 12/17/19 Finance Committee meeting as presented.

Motion carried unanimously.

IV. New Business

A. 2020 Budget Additions and Interfund Advances

Mr. Janik explained that this is something we do each month. In January what we do is advance the money back into the general fund that was moved into the grant funds in December to ensure they did not end the year with a negative balance.

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the 2020 budget additions and cash advances as presented.

Motion carried unanimously.

B. Memorandum of Agreement, Mahoning County Commissioners – Office of Healthy Homes & Lead Hazard Control, \$125,000.00

Mr. Janik explained that this is an agreement that we have had for probably the last 12 years which has scaled down in operation over the years. This agreement is for us to perform lead inspections and clearances for the Office of Healthy Homes and Lead Hazard Control. The contract is for \$125,000.00 and is for 3 years and five months.

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the Memorandum of Agreement as presented.

Motion carried unanimously.

C. Mahoning County Commissioners, Sublease Building Inspection Department, \$27,900.00

D. Mahoning County Commissioners, Sublease Planning Commission, \$27,900.00

Mr. Janik explained that these agreements are the subleases for Building Inspection and the Planning Commission here at 50 Westchester. They are one year agreements and everything remains the same as last year.

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the agreements with the Mahoning County Commissioners as presented.

Motion carried unanimously.

E. Solid Waste Management District Agreement

Mr. Janik explained that this is our annual agreement with the Solid Waste Management District for \$249,068.00. The contract has been increased \$29,000.00 from two years ago and the increased funds will be used to cover the cost of the solid waste inspections that we are doing.

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the Solid Waste Management District agreement as presented.

Motion carried unanimously.

F. Resolution #RES-2020-1 – 2020 Water Pollution Control Loan Fund Agreement

Mr. Hallas explained that this resolution authorizes us to enter into an agreement to accept \$150,000.00 for the repair and/or replacement of household sewage treatment systems (HSTS) or for sanitary sewer connections on failing HSTS for low to moderate income homeowners.

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to pass Resolution #RES-2020-1 as presented.

Motion carried unanimously.

V. Reports

A. Committee

Mrs. Fisher reported that the Finance Committee met yesterday and went over the books. We are not as well off as we were last year at this time but we have a little bit of justification for it. We will be watching the numbers very closely.

Dr. Mosca reported that the Personnel Committee met yesterday and reviewed positions for the More 1st Birthdays grant.

B. Division/Program

Julie Thompson

All of the documentation for PHAB reaccreditation has been completed and submitted and we have been assigned a site review team who are currently reviewing our documentation. The next step is the virtual site visit.

Ed Janik

The county had us up and running on January 2nd 2020 which is great. Currently working on the financial statement for the annual report to the District Advisory Council. Darlene, Ryan and I did an online training for the Annual Financial Report that needs completed to receive state subsidy funding.

Ryan Tekac

I would like to take a moment to introduce and welcome Mayor Catherine Miller from the city of Struthers.

Patt, Tracy and I have been working on finalizing the 2020-2022 CHIP to insure that the priorities, strategies and indicators all align. We are also confirming that the organizations who are slated to take the lead for the priorities are committed, able and willing to provide the necessary data each year.

There was a grant opportunity that was presented to us through the Ohio Department of Health that involved youth experiencing homelessness. ODH allocated \$3.6 million dollars for up to six awarded grants in Ohio. The focus was on homeless youth with an age group of 14-24. Knowing this area of work is in our wheelhouse as a public health department, what we wanted to do was gather agencies in Mahoning County to see how we could apply for this and which agency is best to take the lead. We participated in the bidder's call and then convened our partner agencies and requested they bring data focused on the 14-24 age group, pregnant, parenting, African-American, LGBTQ populations. There was an agency from Trumbull County, Northeast Ohio Adoption Services, which was identified as the best agency to write the grant. We decided to take a Trumbull/Mahoning County approach to the grant and Cheryl Tarantino from NEOAS agreed to write the grant and we agreed to gather the data from Mahoning County and write a letter of support.

John Hallas

Introduced Josie Gabler, the newest secretary in the Environmental Division.

Just as an update, after a little work, our office has finally received the correct information in a letter stating that there will be no possible cross contamination of potable and non-potable water in the ice cream machine from the variance request last month.

We are applying for the annual EPA mosquito grant; we are asking for money to adulticide to help incentivize the townships, villages and cities to begin doing this on their own. Notice of award will be given in March.

Susan Kovach

There was a PHEP exercise on Tuesday that was a tabletop exercise. The discussion was great and we will be requesting this type of exercise again next year because of how well everything went. The exercise was focused on isolation and quarantine around pandemic influenza and we had two county commissioners, our prosecutor, the city law director, EMA, hospitals, it was a great turnout.

Our OEI team is in Columbus these two days working on data presentations and learning about how to do dashboards and present them to the public. They are also giving a presentation on their program through the Mahoning County jail and how they recruit pregnant women through the jail and then work with them to get them into services.

Naloxone training with the drug courts will begin next month through funding from the Drug Overdose grant. The first training will be with staff and then the training will be with the participants. Every person who goes through Drug Court will be required to have naloxone training.

Erica Horner

Communicable disease case management is one of the core public health activities and in our agency it is completed by public health nurses Debbie Moss and Sharon Woodall. This can be very time consuming and consists of contact investigations, education and prevention activities. In addition to the typical reported communicable diseases such as hepatitis B, hepatitis C, the EVALI (electronic vaping associated lung injury) cases are grouped into requiring management. I want to thank both Debbie and Sharon for their hard work, professionalism, and knowledge in conducting thorough investigations and providing health education to our community members as well as being extremely flexible during very fluid situations. In addition, they have extensively assisted our TB Clinic staff members in the coordination of case management, education and investigations during this past month.

In December there were 13 Project DAWN naloxone community kits distributed with 100% of the kits distributed to populations who reside in areas at highest risk for overdoses in the county. In 2019 a total of 347 community kits were distributed compared to 196 in 2018. There were 18 kits distributed to First Responders in December with nine reported uses and nine reported saves. For 2019 there were 293 kits distributed to First Responders which is down only slightly from 2018's number of 302. The total number of overdoses reported being reversed in 2019 from both the community and First Responder distributed kits is 93 compared to 118 in 2018.

We are exploring options of relocating our Goshen clinic to Sebring due to low clinic turnout. Sebring has been identified as an area of our county at highest risk for immunization disparities. Thank you to Rachel Jackson and Brenda Christensen for looking for facilities and locations in the area that would best meet the needs of our community members. Rachel Jackson spoke with Sebring's Park and Recreation Board's Director as well as their Board Members regarding our clinic services and the availability of the Sebring Community Center.

For the month of December, 115 childhood/adolescent immunizations were given to 41 patients at our regularly scheduled year round and additional clinics. 52.5% of the children and adolescent clients at our December clinics were from identified Mahoning County high risk populations. By the end of December, 1,581 flu shots had been administered.

Michelle Edison

The HUB is working on expanding into the chronic disease population and developing that program. We will be hiring a community health worker to engage chronic disease patients, identify the risk factors and address their barriers around the social determinants of health.

The HUB is working to support the More 1st Birthdays project by providing technical support since they will be using the same data system, helping with referrals and training and development particularly with the community health workers.

Loretta Floyd-Pleas

The WIC program will be closed on Monday and Tuesday as we switch over to our new computer system! WIC has been invited to be part of a pilot project for the Produce Perks program which focuses on providing vouchers for produce through expanded funding that they

received. WIC's role will be to advertise the distribution dates to our participants so in addition to our Farmers Market program there will be the Produce Perks program and we are very excited to be a part of this program.

Scott Bolam

Next week I have the opportunity to tour one of our customer's sites and meet with them to discuss expanding our testing options with them. We have two new tattoo shops that use us for spore strip testing; one of the shops is in Alabama. O&M testing has already started for one of our clients who is taking advantage of the warmer than usual weather.

Dr. Kravec

Have been communicating regularly with the Nursing Division regarding the coronavirus, influenza and vaping related illness. Have had conversation with Erica regarding TB cases in the county and how we can coordinate on that as well.

Patt Sweeney

I would like to thank Mr. Tekac for all of the work and effort he has put in to trying to learn this roll not only inside of the health department but in the community as well. I would like to thank the Leadership Team for all of their support, it has been my honor to work with all of you and I have truly enjoyed my time that I have worked here with you. I would also like to formally thank the Board for the faith that you have entrusted me with these last years – public health is truly my passion and I feel honored to have served here.

VI. 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) John Tricomi & Associates, Building Appraisal, \$2,100.00

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contract with John Tricomi & Associates as presented.

Motion carried unanimously.

2) Medical Records Services LLC, HIPAA Security Services, \$4,050.00

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the contract with Medical Records Services, LLC as presented.

Motion carried unanimously.

3) James Kravec, MD, FACP, Medical Director Services, \$48,000.00

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the contract with Dr. James Kravec as presented.

Motion carried unanimously.

4) Youngstown State University, HUB REEP Evaluation Services, \$8,000.00

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the contract with Youngstown State University as presented.

On roll call the vote was as follows:

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

Motion carried.

- 5) Alta Care Group, HUB Contract, \$8,627.50
- 6) Mercy Health Youngstown, LLC, HUB Contract, \$34,510.00
- 8) MYCAP, HUB Contract, \$8,627.50

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the contracts with Alta Care Group, Mercy Health and MYCAP as presented.

Motion carried unanimously.

- 7) Akron Children’s Hospital Mahoning Valley, HUB Contract, \$17,255.00

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. Mistovich Yes
Mrs. Fisher Yes
Dr. Mosca Abstain

Motion carried.

- 9) Care Coordination Systems LLC, HUB Software Licenses, \$35,000.00

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the contract with Care Coordination Systems LLC as presented.

Motion carried unanimously.

- 10) ECMSI, WIC Advanced Security Agreement, \$6,972.12
- 11) ECMSI, WIC Prime Care Agreement, \$13,125.56
- 12) ECMSI, Hardware for WIC move to BOH servers, \$4,419.92
- 13) ECMSI, Office 365 for WIC computers, \$3,600.00

MOTION

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

Motion carried unanimously.

VII. Travel

- A. Official Travel

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the Official Travel as presented.

Motion carried unanimously.

VIII. Presentation to Patricia Sweeney

Dr. Mosca presented a plaque to Mrs. Sweeney which was engraved to read “Patricia McGovern Sweeney – Thank you for your years of dedicated service to the field of public health and to the residents of Mahoning County”. Dr. Mosca continued by adding “On behalf of the Board and all of the employees we present this to you as a symbol of our gratitude for all of the time, dedication and effort you put into your years leading Mahoning County Public Health.”

IX. Personnel Actions

A. Executive Session

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to go into Executive Session to discuss personnel matters at 9:05 a.m.

Motion carried unanimously.

B. Exit Executive Session

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to exit Executive Session at 9:20 a.m.

Motion carried unanimously.

C. Appoint – More 1st Birthdays Coordinator

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to grant Mr. Tekac and Mr. Janik the authority to appoint a More 1st Birthdays Coordinator.

Motion carried unanimously.

D. Post/Advertise – Part-Time HUB Operations Assistant, Full-Time Director of Environmental Health and Part-Time Community Health Worker

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to post/advertise for a Part-Time HUB Operations Assistant, a Full-Time Director of Environmental Health and a Part-Time Community Health Worker as presented.

Motion carried unanimously.

E. Retirement – Patricia Sweeney

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to extend the retirement of Mrs. Sweeney from April 13th until April 30th with no vacation to accrue beyond January 2020. The letter dated January 23, 2020 miscalculated some hours and therefore the hours are adjusted to reflect 40.84 available days or 326.75 hours.

Motion carried unanimously.

X. Adjournment

MAHONING COUNTY PUBLIC HEALTH

FINANCE COMMITTEE MEETING

JANUARY 23, 2020

8:30 A.M.

Canfield Fairgrounds Administration Building

7265 Columbiana-Canfield Road

Canfield, Ohio 44406

MINUTES

Board members present: Mrs. Bev Fisher

Staff present: Patricia Sweeney
Ed Janik
Ryan Tekac

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

The Finance Committee reviewed the 2020 Budget Additions and Interfund Advances, contracts with the Solid Waste Management District, the Office of Healthy Homes & Lead Hazard Control, leases with Mahoning County Building Inspection and Planning Commission, the agreement with the Ohio EPA for 2020 Water Pollution Control Loan Fund monies and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting January 24, 2020:

Contracts:

- John Tricomi & Associates, Building Appraisal, \$2,100.00
- Medical Records Services, LLC, HIPAA Security Services, \$4,050.00
- James Kravec, MD, FACD, Medical Director Services, \$48,000.00
- Youngstown State University, HUB REEP Evaluation Services, \$8,000.00
- Alta Care Group, HUB Contract, \$8,627.50
- Mercy Health Youngstown, LLC, HUB Contract, \$34,510.00
- Akron Children's Hospital Mahoning Valley, HUB Contract, \$17,255.00
- MYCAP, HUB Contract, \$8,627.50
- Care Coordination Systems LLC, HUB Software Licenses, \$35,000.00
- ECMSI, WIC Advanced Security Agreement, \$6,972.12
- ECMSI, WIC Prime Care Agreement, \$13,125.56
- ECMSI, Hardware for WIC move to BOH servers, \$4,419.92

Meeting adjourned at 9:45 a.m.

MAHONING COUNTY PUBLIC HEALTH

**PERSONNEL COMMITTEE MEETING
JANUARY 23, 2020
4:30 P.M.**

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

MINUTES

Board members present: Dr. Nancy Mosca
 Mr. Joe Mistovich
 Mr. Len Perry (via telephone)

Staff present: Ed Janik
 Patricia Sweeney
 Ryan Tekac

Meeting called to order at 4:35 p.m.

At 4:37 p.m. Dr. Mosca 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. Mistovich.

Mr. Mistovich made a motion to leave executive session at 5:15 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 January 24, 2020.

A motion to adjourn was made by Mr. Mistovich, seconded by Dr. Mosca at 5:17 p.m.