

**Minutes of the
Mahoning County Public Health
Board Meeting
April 15, 2020
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on April 15, 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 - via GoToMeeting

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

Absent

Staff Present: Ed Janik, Susan Kovach, Erica Horner, Julie Thompson, Ryan Tekac

Staff Present via GoToMeeting: Michelle Edison, Scott Bolam, Loretta Floyd-Pleas, John Hallas, Dr. Kravec

Public Audience via GoToMeeting: Dave Mannion, Mike Moliterno (Youngstown Business Journal)

III. Minutes

MOTIONS

Mrs. Fisher motioned, Dr. Mosca seconded to approve the minutes of the 3/18/20 Board meeting as amended.

Motion carried unanimously.

Mr. Perry motioned, Mr. Mistovich seconded to approve the minutes of the 3/16/20 Personnel Committee meeting as presented.

Motion carried unanimously.

Mrs. Fisher motioned, Dr. Miladore seconded to approve the minutes of the 3/17/20 Finance Committee meeting as presented.

Motion carried unanimously.

IV. Reorganization of the Board

A. Election of Officers

MOTION

Mr. Perry motioned, Mrs. Fisher seconded to elect Dr. Mosca as president of the Board of Health.

On roll call the vote was as follows:

Mr. Mistovich Yes
Dr. Miladore Yes

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

MOTION

Mr. Perry motioned, Mrs. Fisher seconded to elect Mr. Mistovich as vice president of the Board of Health.

On roll call the vote was as follows:

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

At this point, Dr. Miladore turned control of the meeting over to Dr. Mosca.

B. Committee Assignments

Dr. Mosca commented that there had already been some discussion regarding committee assignments. The Board has agreed that the committees remain as currently assigned.

MOTION

Mr. Perry motioned, Mrs. Fisher seconded to keep the committee assignments the same as follows: Mr. Mistovich, Dr. Mosca and Mr. Perry on the Personnel Committee and Dr. Miladore and Mrs. Fisher on the Finance Committee.

Motion carried unanimously.

C. Schedule of Regular Meetings

Dr. Mosca reviewed the schedule of regular meetings for the upcoming year and the Board agreed to continue to hold the meetings on the third Wednesday of the month at 8:00 a.m.

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the schedule of regular meetings as presented.

Motion carried unanimously.

V. New Business

A. Creation of New Fund – Coronavirus Response Fund

Mr. Janik explained that this is required by the County Auditor for any new fund that is created. Passage of this resolution would establish the creation of a Coronavirus Response Fund.

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the creation of a Coronavirus Response Fund as presented.

Motion carried unanimously.

B. 2020 Budget Changes

Mr. Janik explained that this is something we do each month. This month there were changes to the well water fund and the general fund solid waste budget.

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the 2020 Budget Changes as presented.

Motion carried unanimously.

C. Amendment to Section 4(A) of Mahoning County General Health District Sanitary Requirements for Tattoo & Body Piercing Establishments

Mr. Hallas explained that this is an amendment to section 4(A) of the Tattoo & Body Piercing rules changing the wording from a member of the Board of Health to at least one member of the Board of Health. That is the only proposed change.

MOTION

Mrs. Perry motioned, Mrs. Fisher seconded to approve the Amendment to Section 4(A) of Mahoning County General Health District Sanitary Requirements for Tattoo & Body Piercing Establishments as presented.

Motion carried unanimously.

VI. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met yesterday and discussed in detail the Coronavirus Response Fund, the budget changes as well as reviewing all of the finances and monthly cash balances comparing where we are now versus the last ten years.

Mr. Mistovich reported that the Personnel Committee met on Monday and discussed several positions to be appointed as well as a retirement which will be acted on in Personnel actions.

B. Division/Program

Erica Horner

We continue our contact tracing in response to coronavirus. We are rotating staff to cover seven days a week as well as after hours. Our immunization clinics have been suspended until further notice. We are currently working on a case by case basis with the families who have infants who need to start their series of vaccinations or are under the age of two and need to continue their primary series. As far as our TB Clinic, we have suspended skin testing but we are continuing to provide direct observed therapy for active cases and as far as latent TB cases we are providing case management through monthly blood draws and medication as required. We have multiple grants that are due in May, the Integrated Naloxone grant, the OEI grant, Maternal and Child Health grant and Cribs for Kids grant. Currently, ODH has amended what is required for the grant applications and we need to submit work plans and budgets.

Ed Janik

The State Auditors are continuing the audit off site which has been working very well. We received paperwork that Medical Mutual has applied to become a Medicaid Managed Care Organization in Ohio so I am working on that right now with Lori Keller. Their goal is to become a provider. I have received paperwork from Public Entities Pool of Ohio that must be completed to renew our policy that is due on June 29, 2020.

Ryan Tekac

The County along with the City Health Department is currently operating in Incident Command where Dennis O'Hara, Erin Bishop and I are serving as Incident Commanders. This structure was determined in order to be unified for any surge capacity that may take place with response to COVID-19 which would include working with the National Guard on building out the Covelli Center, procuring PPE for the county, establishing a contract with Batelle to decontaminate PPE (masks), etc.

We have formed a modified JIC to include Youngstown City, MC EMA, Mercy Health and Akron Children's. We have been providing daily press releases on case counts, hospitalizations and the very unfortunate deaths that have impacted our community. Our demographic data indicates that 96% of those deaths are associated with chronic illnesses and 54% are from Long Term Care. I want to thank our PIO Team (Julie Thompson, Tracy Styka, Erica Horner, and Susan Kovach) as we have taken the lead on the modified JIC.

I want to give a special thanks to Jeff Ryznar from 898 Marketing as he approached us last week to partner with Mercy Health, Southwood's Health and Steward Health to film a 30 second PSA to thank our healthcare partners on the front lines and to remind our community to continue to practice those public health measures that have been around for years that will help against this outbreak.

Once again I want to thank the entire staff for adapting or modifying their programs in order to continue to serve our community. I have to give an extra thank you to Erica Horner, Susan Kovach, and John Hallas along with their staff as they have been deeply drawn into response efforts with COVID-19. We have all been leaning on each other when times have been challenging and I couldn't be more proud of our efforts.

Mrs. Fisher added that on behalf of the Board she would also like to thank all the staff for all of their hard work during this pandemic.

Dr. Kravec

Have been getting a lot of questions on why Mahoning County's numbers are so high and it really is too soon to tell. I really appreciate all of the help and dedication of all the staff and especially Ryan, Erica and Susan for all of their help with coordination between all of the agencies in Mahoning, Trumbull and Columbiana counties as we continue to work on fighting this virus.

John Hallas (submitted electronically)

The Environmental Division has

- Suspended home inspections unless emergency/vacant
- Limited routine food inspections, but pre-openings/complaints conducted
- Plumbing inspections continue
- Split staff office for field work/home for phone/email work
- Majority of time – essential/non-essential business and social distancing complaints
- Assisted Nursing Division with close contact tracing when necessary

Michelle Edison (submitted electronically)

- Addressing COVID-19
 - All CHWs are providing telephonic or virtual home visits to clients.
 - CHWs are dropping off supplies to clients as needed or as available while maintaining social distancing
 - Immediate client needs are diapers, formula, and cleaning supplies.
 - Many items are out of stock or limited so agencies are having difficulty acquiring requested items for clients.
 - On behalf of the HUB and the infant mortality initiatives, I have applied for emergency funding through the local foundations. The \$75,000 request includes funding to reactivate the on-demand transportation program, technology support to ensure that clients are able to participate in telehealth with their providers and teleconferencing with the CHWs, and safety and hygiene items.
 - Additionally, I was recently interviewed by the Associate Director of Marketing

and Digital Strategy at NICHQ (National Institute for Children's Health Quality) regarding *Communities in Ohio Address Rising Inequalities in Response to COVID-19*. I had the opportunity to share about how the HUB and local efforts to identify and address the needs of those at risk for poor health outcomes. In addition, I also shared about Mahoning County WIC and how they have modified procedures so that moms and families are able to safely access this essential resource. The article will be available on the NICHQ website soon.

- Addressing Infant Mortality
 - The YWCA will be partnering with the HUB to identify eligible homeless pregnant clients who are in need of housing. They have some scattered site housing that will be available next month and see a benefit in working with HUB CHWs to support client outcomes.
- Addressing Chronic Disease
 - The HUB has contracted with MYCAP to begin the *Connecting Adults to a Healthier Life* pilot focused on chronic disease compliance and management. The new CHWs will complete HUB Orientation Training this week and will begin engaging clients by the end of the month.
 - I am in discussions with Mercy Health to support their CPC+ social determinants of health requirements. The MYCAP CHWs will begin working with Mercy patients with a positive SDOH screen who also have an identified chronic condition (diabetes, pre-diabetes, hypertension, or CVD).

MORE 1st Birthdays-Ohio Department of Medicaid Infant Mortality Initiative

To address emerging issues that clients being served by the infant mortality programs may be facing because of the current crisis, ODM is allowing all awarded communities to reallocate up to 1/8th of their total funding to address client needs. The funding must be used within the next 3 months and may focus on the following: client access and technology needs, lactation supplies, hygiene/safety supplies that help clients reduce contact and spread, transportation, and/or mental health screenings.

Cathy Hergenrother, project coordinator, gathered information from the local partner agencies to determine the current and projected needs of the clients. With assistance from Ed Janik, it was determined that approximately \$86,000 could be reallocated from the MCPH budget for the project. This will allow the partner agencies to keep their budgets intact and will not require proposed goals to be amended.

Scott Bolam (submitted electronically)

The laboratory is operating with social distancing measures in place. Clients are blocked from entering our office area, and are directed to drop off samples in our conference room, which also contains supplies and papers for all of our clients' needs. Sample bottles and paperwork are handled with gloves and disinfected after clients drop them off.

Ohio EPA has been in contact with all State drinking water laboratories on how we are handling things due to COVID-19. So far EPA has required Public Water Systems to maintain their normal sampling schedules despite changes in business operations.

In speaking with one of our clients, they are planning to return to a slow re-start of their O&M sampling. They can sample sites without homeowner contact and are looking to get back to sampling this week or next.

With social distancing remaining in effect, the laboratory is exploring options to do landfill sampling under those conditions. Normally we try to collect a sample inside the home if possible, and only collect outside if we can't get access to the home. This year the plan is

to inform homeowners by letter that only outside samples will be collected. Letters routinely go out to the homeowners two weeks prior to sampling, so they can be properly informed of our presence.

Loretta Floyd-Pleas (submitted electronically)

COVID-19—ODH Waivers

State WIC has granted a waiver from USDA on physical presence, bloodwork/Anthropometric requirements, waiver to extend certification period by one month, waiver for food flexibilities for milk, eggs, and bread, waiver to postpone proof of residency, proof of income, and identity, waiver of in-person nutrition assessment requirement, waiver of participant signature requirements for consent of rights and responsibilities and allow for WIC Staff to sign on participant's behalf to attest these right and responsibilities were provided verbally, waiver of Separation of duties requirements—this means that instead of requiring two WIC Staff to complete the appointment process, one WIC Staff may determine eligibility for all certification criteria and issue WNC benefits for the same participant.

Fillable Forms

ODH has installed fillable forms of the Health History, Combined Program Application and Welcome to WIC Forms that are intended to be used when interviewing families/participants over the phone.

Current Clinic Operations

Temperatures of WIC Essential Staff Members are taken and recorded daily... currently no staff have been required to return home to date...WIC does have a contingency plan in the event a WIC Staff Members has COVID-19. This plan has been submitted to Commissioner Ryan Tekac. Mahoning County WIC has closed all lobbies/services are conducted via phone interviews to complete the WIC Forms. Contact /social distancing is minimized by providing service through the office windows. Clients call into the WIC Office upon arrival in the parking lots and are given verbal directions to bring their WIC Card to the window of the WIC office. The data collected during the phone interview is entered into the computer and the WIC Card is uploaded with the supplemental foods/or formula. The parent is called back to the window to receive their paperwork and the WIC Card. This process follows the guidelines for social distancing and safety. However, citizens in all communities have been requested to stay at home---WIC anticipates a reduction in caseload--- due to many families following the directive to stay home.

Updated Educational Handouts-COVID-19

CDC Recommendations for preventing the spread of coronavirus (COVID-19); Breastfeeding Guidance and COVID-19; Safe Infant Formula Preparation Practices

Newly Revised Authorized Foods List

ODH WIC Newly revised Authorized Foods List are in color and currently at the print shop—Pipers Printing. Currently WIC Families may purchase any category of milk – whole, 2%, 1% or skim, eggs and bread / except organic---this is due to the potential for a shortage of these food items on the store shelves.

On the Horizon

Most Americans on food stamps must shop at stores, risking COVID-19 exposure. Six states allow online purchases with benefits from the Supplemental Nutrition Assistance Program, formerly known as food stamps. Now, nonprofit groups are lobbying Congress and the Agriculture Department to relax rules and encourage a rapid expansion of online shopping and delivery options. The Future of WIC—online shopping.

POP-UP FARMER'S MARKETS

The Mahoning County WIC Program has networked with the Alliance for Congregational Transformation Influencing Our Neighborhoods (ACTION) to schedule POP-UP Farmer's Markets in the parking lots of the Boardman and Youngstown WIC Clinic sites several times during the grow season. These vendors are part of the ODH Farmer's Market Program and will accept the WIC Farmer's Market coupons. WIC is excited to be part of this program to assist our families in eating healthier as well as support our local farmer's.

VII. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

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

Motion carried unanimously.

B. Contracts

1) Youngstown City Health District, Coronavirus Response Grant, \$58,049.00

MOTION

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

Motion carried unanimously.

VIII. Personnel Actions

A. Retirement – L. Zmith

MOTION

Dr. Mosca motioned, Mr. Perry seconded to accept the retirement of Linda Zmith with grateful appreciation for her years of dedicated service to the Board of Health.

Motion carried unanimously.

B. Appoint – WIC Registered Dietitian

C. Appoint – WIC Peer Helpers

MOTION

Mr. Perry motioned, Mrs. Fisher seconded to appoint Melinda Lester as a WIC Registered Dietitian and Alexia Cathey and Corey Wilburn as WIC Peer Helpers.

Motion carried unanimously.

D. Extending Vacation Maximum Accrual

MOTION

Mr. Perry motioned, Mrs. Fisher seconded to approve extending vacation maximum accrual through June 30, 2020 as presented.

Motion carried unanimously.

X. Adjournment

MOTION

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

Motion carried unanimously.

MAHONING COUNTY PUBLIC HEALTH

PERSONNEL COMMITTEE MEETING

APRIL 13, 2020

4:00 P.M.

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

MINUTES

Board members present: Mr. Len Perry (via GoToMeeting)
 Mr. Joe Mistovich (via GoToMeeting)

Staff present: Ryan Tekac
 Ed Janik

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

At 4:03 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 Mr. Perry.

Mr. Mistovich made a motion to leave executive session at 4:40 p.m. The motion was seconded by Mr. Perry.

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 April 15, 2020.

A motion to adjourn was made by Mr. Perry, seconded by Mr. Mistovich at 4:45 p.m.

MAHONING COUNTY PUBLIC HEALTH

FINANCE COMMITTEE MEETING

APRIL 14, 2020

7:30 A.M.

Mahoning County Public Health

50 Westchester Drive

Youngstown, Ohio 44515

MINUTES

Board members present: Mrs. Bev Fisher (via GoToMeeting)
Dr. Michael Miladore (via GoToMeeting)

Staff present: Ryan Tekac
Ed Janik

Meeting called to order at 7:30 a.m.

The Finance Committee reviewed the creation of the Coronavirus Response Fund request, the proposed 2020 Budget changes and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contract at the next regularly scheduled MCPH meeting April 15, 2020:

Contracts:

- Youngstown City Health District, Coronavirus Response Grant, \$58,049.00

Meeting adjourned at 8:55 a.m.