

**Minutes of the
Mahoning County Public Health
Board Meeting
May 20, 2020
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on May 20, 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, Scott Bolam, John Hallas, Michelle Edison, Loretta Floyd-Pleas, Julie Thompson, Ryan Tekac

Staff Present via GoToMeeting: Erica Horner, Susan Kovach, Dr. Kravec

Public Audience via GoToMeeting: Dave Mannion

III. Minutes

MOTIONS

Mr. Perry motioned, Mr. Mistovich seconded to approve the minutes of the 4/15/20 Board meeting as amended.

Motion carried unanimously.

Mr. Perry motioned, Mr. Mistovich seconded to approve the minutes of the 4/13/20 Personnel Committee meeting as presented.

Motion carried unanimously.

Dr. Miladore motioned, Mrs. Fisher seconded to approve the minutes of the 4/14/20 Finance Committee meeting as presented.

Motion carried unanimously.

IV. New Business

A. Creation of New Fund – Coronavirus Contact Tracing Grant

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 Contact Tracing Grant Fund.

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the creation of a Coronavirus Contact Tracing Grant 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 wastewater budget and the food service budget.

MOTION

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

Motion carried unanimously.

C. Maternity Licensure – Certificate of Approval – St. Elizabeth Boardman Hospital

Mr. Tekac explained that the renewal of this license is for the maternity unit at Mercy Boardman. Per Ohio Administrative Code 3701-7-03 it is required that the Director of Health send a copy of the application to the health district where the maternity unit is located. We as a health district are to approve the application unless there is noncompliance with any local health regulations. In this case, we reviewed our records and there are no violations to our local health regulations.

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the Maternity Licensure Certificate of Approval for St. Elizabeth Boardman Hospital as presented.

Motion carried unanimously.

D. Mutual Aid Agreement – Mahoning County Commissioners for Mahoning County Emergency Management Agency

Mr. Tekac explained that this agreement allows for our health department to formally work with all parties in the county and furnish mutual aid to each other during the declared disaster of COVID-19. The agreement continues through December 31, 2020 and may be terminated by either party upon a 24-hour written notice to the other.

MOTION

Mrs. Fisher motioned, Dr. Miladore motioned to approve the Mutual Aid Agreement with the Mahoning County Commissioners for the Mahoning County Emergency Management Agency as presented.

Motion carried unanimously.

V. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met yesterday and reviewed the budget and cash on hand and even though we are in the midst of the expenditures added for coronavirus, we are maintaining a very strong bottom line currently but we do understand we may have some issues moving forward with collection of funds in certain areas.

Mr. Mistovich reported that the Personnel Committee met on Monday and discussed some open positions, tuition assistance and license renewals.

B. Division/Program

Ed Janik

We received our property taxes on May 5th which consists of our inside millage and TB levy funds. Those will be shown on next month's financial reports. We are working on the paperwork for renewing our insurance with Public Entities Pool of Ohio; they are offering the same \$1,000.00 safety grant again so we will be thinking about what we our needs are so that

we can apply for that grant. We are still waiting for maintenance records to be submitted for this building, the County has requested them as they are going out to issue debt for this year and are trying to get things in order in the event we would like to purchase this building.

Scott Bolam

Many of the programs at the Lab are returning to normal. Our wastewater customers as well as public water system customers are returning to regular sampling. We are now seeing an uptick in private water system sampling with people calling and bringing in samples. We will begin our landfill groundwater monitoring sampling in June. There will be no contact sampling from the outside only and the new instructions will be outlined in the letters to the homeowners. A2LA accreditation operations had been suspended for COVID-19 but they are now operating again and we will likely have our audit in October or November.

John Hallas

The Environmental staff has still been spending the majority of their time providing guidance on the Governor's guidelines and interpreting the order requirements. We are open to the public again with barriers in place and requiring social distancing be maintained. Real estate evaluations have resumed with some restrictions. Food inspections have also resumed.

We surveyed our service providers of the household sewage treatment systems to see, with the roll-out of our Operation & Maintenance program coming soon, if they would prefer if we would sample the NPDES discharging systems or they would sample them or some combination of the two. About two-thirds of them would prefer that we do the sampling, the rest of them were split between doing the sampling themselves or having us do it when they need us to.

I wanted to give kudos to Josie Gabler, our newest secretary in the Environmental Division, we received an email from Chrystaline at the Mahoning County Planning Commission complimenting Josie on her customer service skills and expressing appreciation for her efforts to keep our departments running smoothly together.

Dr. Mosca added that the Personnel Committee had seen the email and sent their kudos to Josie as well.

Erica Horner

Project DAWN naloxone kits for the month of April there were two community kits distributed (100% of the kits distributed were to populations who reside in areas at highest risk for overdoses in the county). There were 25 kits distributed to First Responders during April with 12 reported uses, 12 saves. Working with recovery houses and Fellowship Hall to hold virtual Project DAWN trainings, distribute off site to those locations or by drive up. General public and community members can also register on our website for the program, watch the educational training and schedule for curb-side pick-up.

We only held a limited number of immunization clinics during March due to the COVID-19 pandemic: 47 immunizations administered to 23 patients in the 0-18 year old age group/ 66 immunizations to 59 patients in the 19-99 year old age group. We prioritized infants and individuals with chronic or special health care needs. For April, we administered a total of 31 vaccines (12 adults/5 infants). We are continuing to schedule infants (birth to 24 months) and adults with special healthcare needs/circumstances as well as having started to contact pre-K, upcoming 7th and 12th graders. We will bring patients in at least one hour apart, paperwork completed in their cars, temp/symptom assessment done by PHN at vehicle, and then brought in with only one family member.

OEI 2.0 and Cribs for Kids/Safe Sleep Fiscal Year 2021 Grant applications were submitted to the Ohio Department of Health (ODH) in May.

ODH has offered a continuation contract for the Breastfeeding in the Workplace Program which we have been working with for two grant years. This \$7,500 stand-alone contract is deliverables based and will start on 10/01/2020-09/30/2021 (currently this project is part of the CFK/SS FY20 grant). We have submitted a letter of intent to ODH for this contract.

Michelle Edison

The HUB took the opportunity presented by the current human emergency to determine how we could creatively implement new ideas. So, inspired by the eCornell Executive Certification course that I am completing in Change Management, we three HUB staff members have been having innovation sessions. Which started with the question – “What should the role of the HUB be for the community?” We came up with some ideas that varied from pie in the sky visionary roles to concepts that can be implemented rather quickly. I will keep you posted on our progress.

I am very excited about where we are going with this because it will help to support our expansion efforts. As we know, the disparity in infant mortality is just one of many symptoms of larger challenges experienced by our county. Because of that, and because there is such a need, we are beginning to serve adult clients chronic conditions

- CHWs were recently trained virtually in the HUB strategy and will begin to engage eligible patients soon
- We will be partnering with Mercy Health to support a pilot to address SCOH for their CPC+ requirements.
- In addition, we are still in the running for AstraZeneca Healthcare Foundation 2020 *Connections for Cardiovascular HealthSM Next Generation* grant. This grant will build capacity and support new and innovative community-based programs particularly in the top 20 state with the highest CV mortality rates, Ohio being one of them. If awarded this \$150,000 grant, we will be the first entity in Ohio to receive this award.
 - I want to acknowledge Kathy Affagato from Fiscal who created the most important part, the budget, and responded quickly to the foundation’s requests for additional info and modifications

With the onset of COVID-19, I was asked to discuss the impact of the pandemic on at-risk populations in our community and in Ohio:

- Interviewed by NICHQ entitled “*Communities in Ohio Addressing Rising Inequalities in Response to COVID-19*”
<https://www.nichq.org/insight/communities-ohio-address-rising-inequalities-response-covid-19>
- Panelist for the Mahoning Valley YWCAs virtual Stand Against Racism event culminating in their 21 day challenge
- Participated in Senator Brown’s Racial Disparities and COVID-19 town hall discussion
- Presented for the Ohio Perinatal Quality Collaborative webinar “*COVID-19 What Maternity and Neonatal Providers are Learning*”
<https://www.youtube.com/watch?v=mLnuROi5H2I> (presentation begins at 45 minutes)
- Was just asked to present for the SOPHE (Society for Public Health Education) summer webinar series to discuss the role of CHWs in addressing COVID-19

Efforts through Medicaid

- We have reallocated funding from our budget in order to keep partner agency budget’s intake so as not to hinder their efforts
- Secured \$45,000 in additional foundation funding
 - Will primarily focus on supporting our highly successful On-Demand Transportation program as well as providing tech support for clients, and hygiene and safety items.

- The MY Baby's 1st Coalition Transportation group will be tasked with sustaining the program beyond the grant period

Loretta Floyd-Pleas

Mahoning County WIC currently provides curbside and services through office windows to our local families due to safety in social distancing during the COVID-19 pandemic. Operational waivers ordered by the Ohio Department of Health are currently in place; physical presence, separation of duties, medical/income/signature documentation, milk/food substitution allowances, etc. have all be extended until September 30, 2020.

Farmers Market coupons have been increased to thirty dollars this season and coupons will begin to be distributed in July 2020. This year Mahoning County is partnering with ACTION (Alliance for Congregational Transformation Influencing Our Neighborhoods) to provide POP UP Markets in the parking lots of two of our WIC Clinics, Boardman and Youngstown City. This is an effort to increase the number of families redeeming their Farmers Market coupons as well as offering WIC families an opportunity to improve their health by eating more nutritious fresh fruits and vegetables. Local farmers also benefit from the stimulation of the sale of the fresh fruits and vegetables.

We received a donation of hand sanitizer from Candella, a local distillery which was offered with no reservation and we are very thankful for their support.

Transportation to appointments continues to be an issue among WIC families; we encourage the use of managed care providers. All pregnant women are referred to the HUB as this program addresses transportation to doctor's appointments, etc.

We have had to cancel our Breastfeeding Awareness Events due to COVID-19.

Ryan Tekac

I would like to congratulate Michelle Edison, who was accepted into the John Hopkins School of Public Health for her DrPH.

Gov. DeWine announced that Ohio is transitioning from orders to strong recommendations and introduced the Ohioans Protecting Ohioans Advisory. The Advisory includes: six feet of social distancing; a limit of 10 people for mass gatherings; frequent hand-washing; and other sanitizing efforts. It incorporates all of the business orders about social distancing & sanitation, including employees wearing masks, as well as efforts to protect employees & efforts to protect the public. The order strongly recommends that high-risk/most vulnerable Ohioans to stay at home as much as possible. They should avoid places where they are likely to encounter a lot of people. It also recommends (but does not require) all other Ohioans to stay at their place of residence when possible with the intent of lowering the rate of spread of the virus. Limited travel restrictions will be lifted. However, unnecessary travel within and/or outside of Ohio is not encouraged, but is permitted.

For Board of Health employees we have:

- Distributed out white reusable cloth masks to all employees to wear
- Purchased 5 gallons of hand sanitizer from a local distillery in Boardman called Candella and passed them out to our staff in spray bottles
- Continued with taking and logging employee temperatures prior to their start times
- Signs have been made and will be posted at all our buildings which will require visitors to wear a facial covering
- Purchased plastic sneeze shields to place in front of clerical.

I will continue to say this until I am blue in the face - a big thank you to our entire staff that has worked thru this pandemic and continues to work hard as we get back to our new normal.

Dr. Kravec

I would like to express my thanks to Ryan, Susan, Erica and the MCPH team for being so great to work with, they have made both of my roles easier through this pandemic. As things progress the main question physicians are going to be seeing will center around the antibody testing and how it will impact public health. The answer is it really is too soon to tell. There are currently three problems with the testing; there is a lot of cross-reactivity (that is getting better), we don't know what it means if someone is positive – it doesn't necessarily mean they are immune, and last, even the good tests that are very specific to COVID-19 and not the other coronaviruses have a much lower positive predictive value when the prevalence in the community is very low.

VI. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

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

Motion carried unanimously.

B. Contracts

- 1) 3 Kings Transportation, Transportation for HUB Clients, \$60,000.00

MOTION

Mr. Perry motioned, Mr. Mistovich seconded to approve the contract with 3 Kings Transportation as presented.

Motion carried unanimously.

- 2) Cintas Corp., Mat Services 2 year contract, \$3,400.00

MOTION

Dr. Miladore motioned, Mr. Mistovich seconded to approve the contract with Cintas Corp. as presented.

Motion carried unanimously.

- 3) Applied Pest Management, Mosquito Spraying, \$20,000.00

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the contract with Applied Pest Management as presented.

Motion carried unanimously.

- 4) Drive TV USA, Ltd., Advertising for Mosquito Control Education, \$3,600.00

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the contract with Drive TV USA, Ltd. as presented.

Motion carried unanimously.

- 5) Meridian Health Care, Employee Assistance Program, \$1,242.00

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contract with Meridian Health Care as presented.

Motion carried unanimously.

- 6) Executive Computer Management Solutions, Inc., Warranty Extensions on Routers, \$1,231.92.00

MOTION

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

Motion carried unanimously.

- 7) Youngstown City Health District, Addendum to Coronavirus Response Grant, \$85,318.00

MOTION

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

Motion carried unanimously.

- 8) Youngstown City Health District, Coronavirus Contact Tracing Grant, \$71,395.00

MOTION

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

Motion carried unanimously.

- 9) Generator Specialist, Inc., Generator Maintenance Agreement, \$2,285.00

MOTION

Dr. Miladore motioned, Mr. Mistovich seconded to approve the contract with Generator Specialist, Inc. as presented.

Motion carried unanimously.

- 10) Request to purchase two vehicles for the Food Program not to exceed \$12,000 per vehicle

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the purchase of two vehicles for the Food Program at an amount not to exceed \$12,000.00 for each vehicle.

Motion carried unanimously.

VII. Personnel Actions

A. Appoint – WIC Registered Dietitian

B. Appoint – WIC Peer Helper

MOTION

Mr. Mistovich motioned, Mr. Perry seconded to appoint Melinda Lester as a part-time WIC Registered Dietitian and Sha-Corey Wilburn as a part-time WIC Peer Helper.

Motion carried unanimously.

C. Change to Tuition Assistance Program

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve changing the Tuition Assistance Program to include graduate programs and to specify that the Tuition Assistance Review Committee shall include two MCPH Personnel Committee members as presented.

Motion carried unanimously.

D. Permission to Hire

MOTION

Mr. Mistovich motioned, Mr. Perry seconded to give authority to the Health Commissioner to hire contact tracers and put the team in place for COVID-19 contact tracing.

Motion carried unanimously.

E. Congratulations to Health Commissioner

The Board extended their sincere congratulations to Health Commissioner, Ryan Tekac, on graduating with his Masters in Public Health degree earlier this month.

VIII. Adjournment

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to adjourn the meeting.

Motion carried unanimously.

**Minutes of the
Mahoning County Public Health
Board Meeting
June 2, 2020
11:00 a.m.**

The Mahoning County Public Health Board held a special meeting on June 2, 2020 at 11:00 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, Julie Thompson, Ryan Tekac

Public Audience via GoToMeeting: Lisa Solley, Glenn Stevens

III. Approval of Monthly Expenses

A. Contracts

- 1) Just In Time Employment Agency, LLC, Transportation for HUB Clients, \$60,000.00

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the contract with Just In Time Employment Agency, LLC as presented.

Motion carried unanimously.

- 2) Alexander's Pest Control, Inc., Mosquito Spraying, \$20,000.00 (corrected company name)

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contract with Alexander's Pest Control as presented.

Motion carried unanimously.

VIII. Adjournment

MOTION

Mrs. Fisher motioned, Mr. Perry seconded to adjourn the meeting.

Motion carried unanimously.

MAHONING COUNTY PUBLIC HEALTH

PERSONNEL COMMITTEE MEETING

MAY 18, 2020

4:30 P.M.

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

MINUTES

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

Staff present: Ryan Tekac
 Ed Janik

Meeting called to order at 4:30 p.m.

At 4:31 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 5:12 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 May 20, 2020.

A motion to adjourn was made by Dr. Mosca, seconded by Mr. Perry at 5:15 p.m.

MAHONING COUNTY PUBLIC HEALTH

FINANCE COMMITTEE MEETING

MAY 19, 2020

10:30 A.M.

Mahoning County Public Health

50 Westchester Drive

Youngstown, Ohio 44515

MINUTES

Board members present: Mrs. Bev Fisher (via conference call line)
Dr. Michael Miladore (via conference call line)

Staff present: Ryan Tekac
Ed Janik

Meeting called to order at 10:30 a.m.

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

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting May 20, 2020:

Contracts:

- 3 Kings Transportation, Transportation for HUB Clients, \$60,000.00
- Cintas Corp., Mat Services 2 year contract, \$3,400.00
- Applied Pest Management, Mosquito Spraying, \$20,000.00
- Drive TV USA, Ltd., Advertising for Mosquito Control Education, \$3,600.00
- Meridian Health Care, Employee Assistance Program, \$1,242.00
- Executive Computer Management Solutions, Inc., Warranty Extensions on Routers, \$1,231.92
- Youngstown City Health District, Addendum to Coronavirus Response Grant, \$85,318.00
- Youngstown City Health District, Coronavirus Contact Tracing Grant, \$71,395.00
- Generator Specialist, Inc., Generator Maintenance Agreement, \$2,285.00
- Request to purchase two new vehicles for the Food Program not to exceed \$12,000.00 per vehicle

Meeting adjourned at 12:00 p.m.