

**Minutes of the
Mahoning County Public Health
Board Meeting
August 18, 2021
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on August 18, 2021 at 8:00 a.m. at the Canfield Fairgrounds Administration Building, 7265 Columbiana-Canfield Road, Canfield, Ohio 44406.

I. Pledge of Allegiance

II. Roll Call

Present

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

Absent

Staff Present:

Steve Napolitano, Kyle Gabrick, Kaitlin McNally, Cory Powell, Ed Janik, Dr. Kravec, Erica Horner, Colton Masters, Loretta Floyd-Pleas, Scott Bolam, Julie Thompson, Ryan Tekac

Public Audience:

Dave Mannion (via telephone)

III. Minutes

MOTIONS

Mrs. Fisher motioned, Dr. Miladore seconded to approve the minutes of the 7/21/21 Board meeting as presented.

Motion carried unanimously.

Mr. Perry motioned, Dr. Mosca seconded to approve the minutes of the 7/19/21 Personnel Committee meeting as presented.

Motion carried unanimously.

Dr. Miladore motioned, Mrs. Fisher seconded to approve the minutes of the 7/20/21 Finance Committee meeting as presented.

Motion carried unanimously.

IV. Special Requests/Subdivision Requests/Board Orders

A. Special Request #EH-SR-2021-01 – James (Milton Twp.)

Mr. Gabrick explained that this is a variance request for a garage addition that was completed without prior approval and permitting. The foundation is six feet from the household sewage treatment system (HSTS) that was installed prior to the addition. Code requires a minimum of 10' for access to maintain functionality of the HSTS. It

is our recommendation to approve the addition as a real estate evaluation was conducted at the property and the tanks were pumped indicating that there is room for a septic hauler to get a truck on the property and a hose to the tank without interference from the addition.

MOTION

Mr. Perry motioned, Mrs. Fisher seconded to approve the sanitarian's recommendation for Special Request #EH-SR-2021-01 **as amended**:

Recommend approving addition due to a real estate evaluation being completed on July 29th, which required the HSTS to be pumped. The pump was completed on July 22nd showing there is ample room between the garage and the HSTS for Septage Hauler and Service Providers to complete routine maintenance and/or repairs to the HSTS. **This variance request is to be disclosed in the real estate inspection and a downspout permit is to be obtained through our office for the garage that was built without proper permits.**

Motion carried unanimously.

B. Board Order #EH-BO-2021-06 – Dillow (Beaver Twp.)

Mr. Powell explained that this is a vacant property located in Beaver Township causing a public health nuisance and safety hazard because the house is in a condition that is dangerous to life and/or health and is no longer weather-tight and rodent-proof. The owner has failed to comply with abatement notices and did not appear at the Health Commissioner's Hearing.

MOTION

Mrs. Fisher motioned, Mr. Perry seconded to approve the sanitarian's recommendation for Board Order #EH-BO-2021-06 which states:

In accordance with the Nuisance Abatement Code, Section 6.1, and O.R.C. §3707.01, declare the house a public nuisance and order the same:

- condemned as dangerous to life or health;
- placarded;
- abated within five (5) days; and
- to remain vacant until the nuisance is abated.

In accordance with the Nuisance Abatement Code, Section 6.2, declare the dwelling/dwelling unit unfit for human habitation and unsafe.

Motion carried unanimously.

V. New Business

A. 2021 Budget Changes for Board Approval

Mr. Janik explained that this change is a revenue increase to the well water fund in the amount of \$8,981.00.

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve 2021 Budget Changes for Board Approval as presented.

Motion carried unanimously.

B. Resolution to Approve New Fund – Debt Service Fund

Mr. Janik explained that this resolution is for the creation of a new fund called the Debt Service Fund and the purpose of this fund is for payment of the principal and interest related to the proceeds from bonds issuance.

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the Resolution to create the Debt Service Fund as presented.

Motion carried unanimously.

C. 2022 Revenue Budget

Mr. Janik explained that the Auditor's office wants the revenue budgets in August now. I sat down with each of the managers and reviewed all of the programs except the grants and we are projecting \$6,786,282.00 in revenue for 2022. The expense budget will be completed later this year.

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the 2022 Revenue Budget as presented.

Motion carried unanimously.

VI. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met yesterday and discussed the new business items that have just been presented as well as the eight contracts later on the agenda. Our cash balances are in good stead, and we remain financially stable.

Dr. Mosca reported that the Personnel Committee met Monday and was updated on the progress of contract negotiations.

B. Division/Program

Ed Janik

We received our certificate of insurance renewals with the Public Entities Pool of Ohio which covers all our property liability and automobile insurance.

I will be putting something together for next month's Board meeting and Finance meeting to basically show what is going to happen when we receive our \$1.5 million in bond proceeds. We are going to pay off the \$1 million dollar note that we used to purchase our building and pay back the \$200,000.00 we borrowed from our General Fund to supplement that purchase. The remaining \$300,000.00 will be used for capital improvements, the bulk of which will be for the HVAC system. So I am going to get a schedule together to show exactly the amortization schedule with how much we're going to have to pay back over the next 20 years.

Colton Masters

I would like to acknowledge Kristy Boyles for completing her commercial pesticide licensure through ODA. She successfully completed the exam that now allows her to

commercially apply pesticide in the community, as needed. This is necessary to apply rodent bait or larvicide, both of which are sporadically used by the sanitarians, in unique instances. In addition to this benefit, the passing of the exam brings with it another professional credential and considerable knowledge that she can pass on to the community.

We are currently preparing for the Canfield Fair. As in previous years, our food inspectors will visit the vendors and will remain on the grounds throughout the week, to continue to monitor the safe preparation and handling of food.

Our solid waste survey is currently being completed by the OEPA. They hope to have that process concluded by the end of the month or early September at the latest.

MCPH is utilizing a section of its 2021 Mosquito control grant to partner with the Mahoning County Green Team and Goshen Twp, for the collection of tires, from citizens around the county. We are still finalizing the details, but preliminarily we will be covering all costs, not previously paid for by the Green Team, for tires dropped off at the site during the designated drop off day. Our intention is that we can reduce the number of tires holding stagnant water in the community and by extension, reduce the potential mosquito breeding sites, lowering the mosquito population for the coming years.

Today is also the last day for our summer mosquito intern Sarah Florence. She has done a great job with the program all year and as part of this year's program, she completed a study comparing the two kinds of mosquito traps that we use: Gravid and BG Sentinel. She found that the Gravid traps were nearly 7 times as effective at collecting mosquitoes. Sarah submitted a written report for us, that outlines this study, the data, collection process and recommendations on how to improve the program for next year.

We are currently working on completion of the WPCLF grant for 2022. The deadline for submission is the first week of September. We will again be asking for the full amount. This program is a lot of work on our end, but the money goes a long way toward helping citizens in our community who cannot afford to replace their septic system or tie into a main line (if accessible).

Loretta Floyd-Pleas

Mahoning County WIC caseload is currently at 3,376 participants, serving 21.62% women who are pregnant, breastfeeding, or postpartum, 32.58% are infants and 45.79% are children.

The U.S. Population Census states that the racial breakdown for Youngstown is 49 % White, 42% Black, 8% Hispanics and 1% other. The Mahoning County WIC "Racial Ethnic Participant Report" shows we are serving 39.57% of White, 29.47% Blacks and 23.93 % Hispanic and 7.03% others. This comparison demonstrates that the Mahoning County WIC is close in line to serving the residents within Mahoning County.

In partnership with ACTION and Grow Urban Farm the Mahoning County WIC Program will host its first Pop-Up Farmers Market in Austintown in the parking lot of Mahoning County Public Health, 50 Westchester Drive. The Farmers Market will take place on Thursday, August 26, 2021, from 11am until 2pm. The Mahoning County WIC Program will be issuing to WIC Families twenty dollars' worth of vouchers to purchase fresh

produce on this date. Staging a farmers' market at the WIC Clinic helps our local families purchase healthier foods to assist in preparing great meals and puts revenue back into the wallets of local farmers.

We are hosting a Breastfeeding Awareness Event to be held this Friday, August 20, 2021, @ Mill Creek Parks, Fellows Riverside Gardens, Davis Center. It will be held from 1:30pm until 4:00pm.

The Ohio Department of Health will conduct a virtual Management Evaluation of our Mahoning County WIC Program on September 15, 2021. The purpose of this evaluation is to assess the accomplishment of the program objectives as provided under the WIC Program regulations, USDA and State agency guidelines and instructions, the State Plan, the local agency application and budget, and the written agreement between this agency and the Ohio Department of Health.

Erica Horner

In our naloxone distribution program, we have increased outreach and distribution efforts of naloxone kits to community members. In July, we distributed a total of 53 kits. Staff members Tracy Styka and Linda Mervin provided Project DAWN outreach and kits during a food distribution event held at the Salvation Army on 07/30/2021. MCPH staff working with the Integrated Naloxone and Prescription Drug Overdose Prevention grants work collaboratively on a consistent basis to review overdose data, strategize naloxone outreach and plan for distribution in areas with increased overdoses. We continue to offer kits during our COVID vaccination clinics.

For the Get Vaccinated Ohio Grant, Fiscal Year 21 grant year ended 06/30/2021. This grant has seven different deliverables ranging from number of vaccine appointment reminders/recalls for missed appointments completed, reviewing immunization disparity data, completing immunization quality improvement assessments with providers, providing education to school nurses and vaccine providers, perinatal hepatitis B case management and conducting school validation assessments. There are multiple staff members working on the grant activities: Public Health Nurses Sharon Woodall, Linda Mervin, Rachel Jackson, Debbie Moss, Clerical Staff members Diane Zagorsky, Monica Macala, Lindsay Fortney, and myself. For Fiscal Year 21, we completed an internal assessment (IQIP) for MCPH's vaccination practices, educational presentations to 26 different vaccine providers, education to 35 school nurses and completed all ODH assigned school validation assessments. Lastly, we re-evaluated the county's immunization disparity data, completed a revised evaluation report, plan and progress on disparity education strategies. Our work continues for Fiscal Year 22 as the new grant year started 07/01/2021.

Scott Bolam

The laboratory has finished its annual internal audit as required by our A2LA certification for lead activity. No issues were discovered by our own auditing activity, our new instrument is working well for the program. A summary was submitted to A2LA per our certification requirements.

Regarding the landfill groundwater monitoring activity, we are sampling Mahoning Landfill next week (8/23) and will sample the Toth/Hilltop landfill the week of 8/30. We will sample BFI/Carbon limestone in early September to complete groundwater monitoring activity.

Dr. Kravec

Continuing the vaccine push but realizing that flu vaccines are coming now as well. There has been a lot of conversation about the third COVID shot for the immune compromised and then potentially everyone after eight months. The other question has been about the data points with those who are hospitalized. Right now, the numbers are not overwhelming but a month ago we had five people hospitalized with COVID and yesterday we had 62 so the numbers are increasing.

Ryan Tekac

As part of the CDC Crisis Agreement, the Ohio Department of Health was awarded \$27.5 million dollars to be awarded to the 113 Local Public Health departments. The CDC framework for this grant is an expectation to use the funding to recruit, hire, and train personnel to address COVID-19 response efforts as allowed over the grant period. This is a two-year grant with the possibility for the CDC to extend it another three years with additional funding. We are anticipating receiving \$305,000.00 and 50% of it shall be used for new hires. I would like to thank Ed, Erica, and Susan for initially working together to submit the Notice of Intent to Apply. Ed also spoke with ODH and there is the possibility of additional funding should other LHDs decide to not apply for this opportunity.

As of three weeks ago we have started to work with our local superintendents to provide support, data, and guidance as they navigate the upcoming school year. The decision rests solely with their leadership and governing boards and we will continue to encourage them to follow public health guidance.

This fall, the next round of the largest public health workforce survey in the US will be fielded. Public Health Workforce Interest and Needs Survey (PH WINS) has been fielded to health departments since 2014 and is one of the primary ways the US understands the needs of the workforce - by hearing from the voices of staff themselves which would be our current staff. Over 47,000 state and local staff nationwide participated in 2017. Participating agencies will get back a report that can be used for workforce planning or as part of PHAB accreditation. I want to thank Julie as she will serve as the point of contact (Workforce Champion).

The PIO team has met with 898 Marketing, and they are developing a marketing approach for our health department. This is most important as we have never had this opportunity and many of our programs such as adult and childhood immunizations have been in the shadows of covid vaccinations.

Stand Grow Thrive: Mahoning Resiliency Movement (SGT: MRM) was launched in 2019 with the leadership, partnership, and support of Judge Theresa Dellick of the Mahoning County Juvenile Court and Duane Piccirilli from the Mahoning County Mental Health and Recovery Board with support from the State of Ohio Department of Mental Health and Addiction Services, Kim Kehl and Joyce Starr. Now, SGT exists as a coalition of community professionals and citizens dedicated to sharing principles of trauma-informed care throughout Mahoning County and beyond.

I am bringing this up because SGT is offering two Train the Trainer opportunities that are free of charge. The idea is to learn what trauma informed care is and how we can pass this along to others. I am pleased that we have four MCPH colleagues who have volunteered to become trainers in Trauma Informed Care. We will then turn around and

train our entire staff. I would like to recognize and thank Kali Kerstetter, Cora Lewis, Linda Mervin, and Sharon Woodall for taking advantage of this opportunity.

I would like to end my report by thanking the staff again for their continued work through the summer months after a long hard winter and spring. We will continue to move into the fall anticipating possible booster clinics for COVID and I am thankful to work with professionals who not only shine during hard times but truly have fun and keep everyone smiling.

VII. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

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

Motion carried unanimously.

B. Contracts

- 1) Environmental Systems Research Institute, Inc, Mapping Program for Infant Mortality and Social Determinants of Health as part of OEI 2.0 Grant, \$1,500.00

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the contract with Environmental Systems Research Institute, Inc. as presented.

Motion carried unanimously.

- 2) The Baldwin Group, HDIS Maintenance Agreement, \$4,549.11

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the contract with The Baldwin Group as presented.

Motion carried unanimously.

- 3) The Baldwin Group, Purchase of HDIS Word Module Plus Support and Training, \$2,900.00

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the contract with The Baldwin Group as presented.

Motion carried unanimously.

- 4) MYCAP, HUB Contract, Language Change Only

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the language change in the MYCAP contract as presented.

Motion carried unanimously.

- 5) Protec Instrument Corp., Lead Analyzer Resource, \$3,640.00

MOTION

Mr. Perry motioned, Dr. Mosca seconded to approve the contract with Protec Instrument Corp as presented.

Motion carried unanimously.

- 6) Youngstown City Health District, Addendum #4 Coronavirus Response Grant, Increasing Contract from \$305,131.00 to \$344,100.00
- 7) Youngstown City Health District, Addendum #1 COVID-19 Enhanced Operations Grant, Increasing Contract from \$185,469.00 to \$195,885.00

MOTION

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

Motion carried unanimously.

- 8) Strollo Architects, Building Alteration Architectural Design, \$8,000.00 (not to exceed)

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the contract with Strollo Architects as presented.

Motion carried unanimously.

- 9) Strategic Leadership Solutions, MY Baby's 1st QI Project, \$17,500.00

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the contract with Strategic Leadership Solutions as presented.

Motion carried unanimously.

VIII. Travel

A. Continuing Education

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the Continuing Education as presented.

Motion carried unanimously.

IX. Personnel Actions

A. Job Description Updates – Director of Nursing & Community Health, Director of Environmental Health

MOTION

Dr. Mosca motioned, Mr. Perry seconded to approve the job description updates for the Director of Nursing & Community Health and the Director of Environmental Health to include:

Ensure the continuity of MCPH operations in the absence of the Health Commissioner as when deemed necessary by the Health Commissioner and/or Board

Motion carried unanimously.

X. Adjournment

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to adjourn the meeting at 9:50 a.m.

Motion carried unanimously.

MAHONING COUNTY PUBLIC HEALTH

PERSONNEL COMMITTEE MEETING

August 16, 2021

10:00 A.M.

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

MINUTES

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

Staff present: Ryan Tekac
 Ed Janik

Meeting called to order at 10:15 a.m.

At 10:16 a.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 11:30 a.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 August 18, 2021.

A motion to adjourn was made by Dr. Mosca, seconded by Mr. Perry at 11:35 a.m.

MAHONING COUNTY PUBLIC HEALTH

FINANCE COMMITTEE MEETING

August 17, 2021

8:30 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: Ryan Tekac
Ed Janik

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

The Finance Committee reviewed the proposed budget changes, the Resolution to approve the new Debt Service Fund, the 2022 Revenue Budget and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting August 18, 2021:

Contracts:

- Environmental Systems Research Institute, Inc., Mapping Program for Infant Mortality and Social Determinants of Health as part of OEI 2.0 Grant, \$1,500.00
- The Baldwin Group, HDIS Maintenance Agreement, \$4,549.11
- The Baldwin Group, Purchase of HDIS Word Module plus Support and Training, \$2,900.00
- MYCAP, HUB Contract, Language Change Only
- Protec Instrument Corp., Lead Analyzer Resource, \$3,640.00
- Youngstown City Health District, Addendum #4 Coronavirus Response Grant, Increasing Contract from \$305,131.00 to \$344,100.00
- Youngstown City Health District, Addendum #1 COVID-19 Enhanced Operations Grant, Increasing Contract from \$185,469.00 to \$195,885.00
- Strollo Architects, Building Alteration Architectural Design, \$8,000.00 (not to exceed)

Meeting adjourned at 9:45 a.m.