

**Minutes of the
Mahoning County Public Health
Board Meeting
January 20, 2021
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on January 20, 2021 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

Absent

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

Staff Present: Ed Janik, John Hallas, Colton Masters, Julie Thompson, Ryan Tekac

Staff Present via GoToMeeting: Dr. Kravec

Public Audience via GoToMeeting: Dave Mannion, Justin Dennis

III. Minutes

MOTIONS

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the minutes of the 12/16/20, 12/28/20 and 1/11/21 Board meetings as presented.

Motion carried unanimously.

Mr. Mistovich motioned, Mr. Perry seconded to approve the minutes of the 12/14/20 Personnel Committee meeting as presented.

Motion carried unanimously.

Dr. Miladore motioned, Mrs. Fisher seconded to approve the minutes of the 12/14/20 Finance Committee meeting as presented.

Motion carried unanimously.

IV. Presentation - John T. Hallas, RS/REHS

Mr. Perry gave a heartfelt thank you from the Board of Health and staff at Mahoning County Public Health for Mr. Hallas's 30 years of dedicated service to protecting the health of the residents of Mahoning County as Mr. Tekac presented Mr. Hallas with a plaque commemorating his retirement from Mahoning County Public Health.

Mr. Hallas thanked the Board and staff at Mahoning County Public Health for their faith in him, the opportunity to work, learn and grow with them and wished everyone well as he moves on to enjoy his retirement.

V. Old Business

A. 2021 Food Service and Retail Food Establishment Fees – 3rd Reading

Mr. Janik explained that this is the third and final reading of the proposed fees for the 2021 Food Service and Retail Food Establishments. The public hearing was held last month and there was no one in attendance either in person or virtually. The Licensing Council also met and supports the Board’s decision to not change the fees for any of the risk levels and recommends the approval of the proposed fees for mobiles, temporaries, and vending.

MOTION

Mrs. Fisher motioned, Mr. Perry seconded to approve the 2021 Food Service and Retail Food Establishment Fees as presented:

PROPOSED FEES FOR FOOD SAFETY PROGRAM OPERATIONS

(Total fee does not include the remittance fees)

COMMERCIAL & RETAIL FOOD OPERATIONS

		2021 Fees
LEVEL I	<25,000 sq. ft.	\$267.57
LEVEL II	<25,000 sq. ft.	\$296.76
LEVEL III	<25,000 sq. ft.	\$533.81
LEVEL IV	<25,000 sq. ft.	\$665.92
LEVEL I	>25,000 sq. ft.	\$370.33
LEVEL II	>25,000 sq. ft.	\$387.84
LEVEL III	>25,000 sq. ft.	\$1,281.13
LEVEL IV	>25,000 sq. ft.	\$1,355.87
VENDING OPERATIONS		\$15.95
MOBILE OPERATIONS		\$127.99
TEMPORARY OPERATIONS (EVENT)		\$109.07

Motion carried unanimously.

VI. New Business

A. 2021 Budget Changes for Board Approval

Mr. Janik explained that these changes were reviewed with the Finance Committee. The largest change is transferring monies back from the grants to the general fund as we are required by the Auditor’s office to not end the year with programs in the red. The CARES dollars are being spent from monies received.

MOTION

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

Motion carried unanimously.

B. Addendum to Contract with Board of Mahoning County Commissioners for CARES Act Funding

Mr. Janik explained that this second addendum is an increase of \$50,000.00 which brings the total amount received to \$450,000.00

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the Addendum to Contract with Board of Mahoning County Commissioners for CARES Act funding as presented.

Motion carried unanimously.

C. 2021 Water Pollution Control Loan Fund Resolution

Mr. Masters explained that the approval of this resolution is the acceptance of the \$150,000.00 awarded by the Ohio EPA for the WPCLF program to repair or replace failing household sewage treatment systems.

MOTION

Mrs. Fisher motioned, Mr. Perry seconded to approve the 2021 Water Pollution Control Loan Fund Resolution as presented.

Motion carried unanimously.

VII. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met yesterday and after reviewing the revenue permit detail all departments exceeded their projected amounts. All finances are in good order for 2021.

Mr. Mistovich reported that the Personnel Committee met and discussed the health commissioner's contract renewal, overtime compensation to pay for management and exempt staff and the need for additional clerical resources for clinic scheduling.

B. Division/Program (submitted electronically)

Michelle Edison

Infant Mortality-Pathways Community HUB

The HUB Director is reviewing 2020 metrics and outcomes in order to inform goals and strategies for the current year.

Chronic Disease-Pathways Community HUB

The HUB Director is looking for support and partnerships in order to expand and sustain the chronic disease program under the HUB. The CHWs are making a tremendous impact on their clients through general disease management education, connection to appropriate services, and through support and advocacy.

Health Equity Efforts

On January 7, 2021, Edison was interviewed on Facebook Live by Dr. Nicolette Powe for the YSU Alumni Lecture Series. The topic was "Addressing Health Equity through Collective Impact"

During the monthly HUB Care Coordination Agency meetings, we discussed vaccine hesitancy or questions with CHWs. Like the rest of the community, CHWs and their clients have varying opinions or beliefs regarding the vaccine. The HUB provided the CCAs with health department-approved materials regarding the 2 approved vaccines. CHWs will share the information with clients.

Additionally, although most HUB clients are not yet eligible to be vaccinated, we have had a few of our chronic disease clients who have either been vaccinated, registered for the vaccine, or are inquiring about aspects of the vaccine. We will be tracking education and vaccinations in our web-based data system.

Colton Masters

The court case related to Gwilym Owen, which has dragged on for years, has been mediated and settled.

MCPH received a voice mail from one of our sewage contactors (Bob from Wastewater Solutions) who wanted to alert us to the amazing job being done by Genevieve Bufano throughout the sewage installation process and to thank her for her flexibility and professionalism.

We had our Solid Waste survey regarding the landfills (through the EPA). Not only did we pass the survey, but the representatives from the EPA spoke very highly of both Dave and Amy and of the MCPH Solid Waste Program. They stated on multiple occasions that the two of them are running a model program that exceeds even their most stringent standards. I would like to thank both Dave and Amy for doing such an amazing job representing MCPH.

ODH is issuing 10 CEU's for any person with a Sanitarian license who has, in some way worked over the past year to either enforce the ODH orders or address the many issues that have arisen related to Covid-19.

Many of our EH staff have been pulled in to help with the vaccination effort and the staff are doing an excellent job balancing the activities related to Covid-19 vaccination, Covid-19 complaints and the continued essential functions of our office.

We will be applying for the 2021 EPA mosquito grant by the end of this month. There is a limited amount of money available (\$800,000 total) and we are applying for the maximum amount of \$25,000. There is quite a bit of competition from departments around the state for a share of these funds, but the EPA is expected to announce the grant recipients in March.

Lastly, I would like to thank John Hallas for all his guidance over these last few months. His experience and knowledge related to issues that arose throughout the course of the training period have been invaluable for me. I hope to continue the great work he and other directors before me have started and thanks to John, I am better prepared to accomplish this goal. Thank you John, for all your many years of dedicated service to this agency. You will be missed.

Loretta Floyd-Pleas

The Ohio Department of Health has selected Sayey S. Shirvani as the new Director of Ohio WIC Program. Ms. Shirvani worked in the Federal and State Child Welfare Department and studied Public Health and Epidemiology at the Universite ' de Paris. The WIC Staff is looking forward to working with Ms. Shirvani as WIC is evolving into the cycle of changes in our world.

The Secretary of Health and Human Services have extended the national public healthy effective January 21, 2021. This recent extension of the public health emergency declaration for COVID-19 ensures that WIC flexibilities are now in place through at least mid-May 2021. All current service procedures will remain in place.

The WIC Shopper App has been updated and WIC Families can now check the balance on the WIC EBT Cards. The families must register their WIC EBT card on the app under "My Benefits". When scanning products, the app will also tell WIC Families if the product is WIC eligible and if they have the WIC Benefits to purchase the product. This app will be very helpful to keep WIC Families stay within their WIC budget during shopping. WIC Families can also see their next scheduled WIC Appointments on this "WIC Shopper App" this will be an additional reminder of the next WIC Appointment.

This year's National Nutrition Month theme is "Personalize Your Plate with Color", Mahoning County is working on activities to promote healthy lifestyles ...activities will be provided to the community, clinics and through the media.

Four WIC Staff Members successfully completed the Certified Lactation Counselors courses and are now Certified Lactation Counselors—Catherine Pontino, Megan Stacy, Emily Cosma and Jeffery Holloway----our available Breastfeeding Support in Mahoning County WIC is STRONGER with these new CLC's.

In the near Future WIC applications will be posted on the Ohio WIC Website so applicants can complete and send the form electronically. The applications will be posted in both English and Spanish.

Erica Horner

COVID-19 Vaccine clinics are being held 5 days a week: working through Phase 1A-LTC and Assisted Living facilities, MCBDD Residential Care clients and staff, EMS workers, healthcare workers, Southwoods Hospital, Vibra Hospital, other state identified congregate living sites such as Ursuline Motherhouse, Society of St. Paul Monastery, Blackburn Home. Phase 1B starting with 80-year-olds begins this week, working with MCBDD to vaccinate people with severe congenital, developmental, or early-onset medical disorders that make them particularly vulnerable.

Scott Bolam

A new year has started for the laboratory. As we are just beginning to start 2021 activities, we are getting prepared:

- Ordering supplies needed for upcoming testing activity.
- Maintenance, quality control, and continuing proficiency training

Staff is being called to help in all areas of our COVID-19 vaccination clinics.

Dr. Kravec

Vaccine and transitioning to Phase 1B is the main focus of our work right now. It's challenging coordinating second doses of round 1 and first doses of round 2. Watching the mutation of the virus, still effective with vaccine but it continues to be most important to mask, wash your hands and stay apart.

Ryan Tekac

As Erica mentioned, we are finishing up our Phase 1 A first round vaccinations which included 3 congregate care settings, our Developmental disability clients which I want to thank the director of the Mahoning County Board of Developmental Disabilities, Bill Whitacre, and his staff for keeping the process organized and working with our nursing team.

As of last Thursday our Call Center opened and the phone lines were immediately overwhelmed. Vaccine received for Thursday and Friday is now 975 doses that staff has been scheduling since last Friday, over the weekend and on Monday.

As of 6:00 pm yesterday our pre-registrations for Phase 1B COVID-19 vaccinations:

Total registered 65 and older – 9,467

65 – 69 age range (2,015)

70-74 age range (2,080)

75-79 age range (1,556)

80 and over (3,816)

Under 65 (927)

I would like to thank Tim Tusek from the Mahoning County Prosecutors Office for his professional assistance on working with Ed Janik to ensure a smooth transition of title for the purchase of the building from the port authority.

I would also like to thank the staff at the Austintown Senior Center and the Austintown Township Trustees for all of their assistance in allowing us to use the Austintown Senior Center for our COVID-19 vaccinations. They have been so accommodating and helpful and are a big reason the clinics have been so successful.

VIII. 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) Youngstown City Health District, Coronavirus Response Grant, Language Change Only
- 2) Youngstown City Health District, COVID-19 Contact Tracing Grant, Language Change Only
- 3) Youngstown City Health District, Care Resource Coordination Support Grant, Language Change Only

MOTION

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

Motion carried unanimously.

- 4) Youngstown City Health District, Vaccine Needs Assessment Grant, \$20,000.00

MOTION

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

Motion carried unanimously.

- 5) Medical Records Services, HIPAA Consultant, \$4,050.00

MOTION

Dr. Miladore motioned, Mrs. Fisher seconded to approve the contract with Medical Records Services as presented.

Motion carried unanimously.

- 6) ECMSI, 3 Year Warranty Extension on 60 E Fortigate Router for Main Office and WIC Router, \$3,890.64

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the contract with ECMSI as presented.

Motion carried unanimously.

- 7) Just In Time Employment Agency, MCPH Transportation Contract, Language Change Only

MOTION

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

Motion carried unanimously.

- 8) REM Consulting, HUB REEP Evaluation, \$8,000.00

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the contract with REM Consulting as presented.

Motion carried unanimously.

IX. Personnel Actions

- A. Executive Session

MOTION

Mrs. Fisher motioned, Mr. Perry seconded to go in to Executive Session at 8:40 a.m.

Motion carried unanimously.

- B. Exit Executive Session

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to exit Executive Session at 9:37 a.m.

Motion carried unanimously.

- C. Health Commissioner Contract – Three Years

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the Health Commissioner's contract for three years as presented.

Motion carried unanimously.

D. Amendment to Section 4.4 of Management and Exempt Staff Personnel Policy

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to amend Section 4.4 of the Management and Exempt Staff Personnel Policy as presented.

Motion carried unanimously.

E. Approval to Hire Temporary Employees to Staff Call Center

MOTION

Dr. Miladore motioned, Mr. Mistovich seconded to approve the hire of temporary employees to staff the call center as presented.

Motion carried unanimously.

F. Approval to Hire Part-Time Mosquito Interns

MOTION

Mr. Perry motioned, Mrs. Fisher seconded to approve hiring part-time interns for the Mosquito program pending approval of the grant and the Union.

Motion carried unanimously.

X. **Adjournment**

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to adjourn the meeting at 9:42 a.m.

Motion carried unanimously.

**Minutes of the
Mahoning County Public Health
Board Meeting
February 3, 2021
5:00 p.m.**

The Mahoning County Public Health Board held a special meeting on February 3, 2021 at 5:00 p.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

Absent

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

Staff Present: Ed Janik, Julie Thompson, Ryan Tekac

Public Audience via GoToMeeting: Justin Dennis

III. New Business

A. Addendum to Contract with Board of Mahoning County Commissioners for CARES Act Funding

Mr. Janik explained that this is the third addendum to our original contract which now brings the total amount to \$460,000.00 we have received in CARES Act funding from the Board of Mahoning County Commissioners. This addendum amount is for \$10,000.00 and will be used to pay for the generator transfer switch contract that will be discussed shortly along with other COVID-19 response items.

The Board gratefully acknowledges the receipt of these funds and expresses their thanks to the Board of Mahoning County Commissioners.

IV. Approval of Monthly Expenses

A. Contracts

- 1) Andrew Joseph, COVID-19 Vaccine Administration, \$5,000.00
- 2) Dan Dumovic, COVID-19 Vaccine Administration, \$5,000.00
- 3) Jared Vinkler, COVID-19 Vaccine Administration, \$5,000.00
- 4) John DelPercio, COVID-19 Vaccine Administration, \$5,000.00
- 5) Ken Jones, COVID-19 Vaccine Administration, \$5,000.00
- 6) Kiera Kennedy, COVID-19 Vaccine Administration, \$5,000.00
- 7) Rosemary McCarthy, COVID-19 Vaccine Administration, \$5,000.00
- 8) Sara Salinas, COVID-19 Vaccine Administration, \$5,000.00
- 9) Shawn Whitehouse, COVID-19 Vaccine Administration, \$5,000.00

MOTION

Mrs. Fisher motioned, Dr. Miladore seconded to approve the contracts for COVID-19 Vaccine Administration with a not to exceed amount of \$5,000.00 as presented.

The minutes reflect that at this point Mr. Mistovich recused himself from conversation and voting due to a conflict of interest.

On roll call the vote was as follows:

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

Mr. Mistovich rejoined the meeting after the vote.

10) AEY Electric, COVID Clinic Generator Transfer Switch, \$3,420.00

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contract with AEY Electric as presented.

Motion carried unanimously.

11) Masimo America's Inc, Two Year Warranty on Hemoglobin and Pulseoximeter,
\$1,032.00

MOTION

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the contract with Masimo America's Inc as presented.

Motion carried unanimously.

V. Adjournment

MOTION

Mrs. Fisher motioned, Mr. Mistovich seconded to adjourn the meeting at 5:19 p.m.

Motion carried unanimously.

MAHONING COUNTY PUBLIC HEALTH

**FINANCE COMMITTEE MEETING
JANUARY 19, 2021
8:00 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 8:00 a.m.

The Finance Committee reviewed the proposed budget changes, the addendum to the contract with the Mahoning County Commissioners for CARES Act funding, the 2021 Water Pollution Control Loan Fund Resolution 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 20, 2021:

Contracts:

- Youngstown City Health District, Coronavirus Response Grant, Language Change Only
- Youngstown City Health District, COVID-19 Contact Tracing Grant, Language Change Only
- Youngstown City Health District, Care Resource Coordination Support Grant, Language Change Only
- Youngstown City Health District, Vaccine Needs Assessment Grant, \$20,000.00
- Medical Records Services, HIPAA Consultant, \$4,050.00
- ECMSI, 3 Year Warranty Extension on 60 E Fortigate Router for Main Office and WIC Router, \$3,890.64
- Just In Time Employment Agency, MCPH Transportation Contract, Language Change Only
- REM Consulting, HUB REEP Evaluation, \$8,000.00

Meeting adjourned at 9:30 a.m.

MAHONING COUNTY PUBLIC HEALTH

PERSONNEL COMMITTEE MEETING

January 19, 2021

4:30 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 4:30 p.m.

At 4:31 p.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 Mr. Mistovich.

Mr. Perry made a motion to leave executive session at 4:45 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 January 20, 2021.

A motion to adjourn was made by Mr. Mistovich, seconded by Mr. Perry at 4:46 p.m.