

**Minutes of the
District Board of Health
Mahoning County
February 21, 2018
8:00 a.m.**

The Mahoning County District Board of Health held its regular meeting on February 21, 2018 at 8:00 a.m. at the offices of the Mahoning County District Board of Health, 50 Westchester Drive, Youngstown, Ohio 44515.

I. Pledge of Allegiance

II. Roll Call

Present

Don Somers
Len Perry
Bev Fisher
Dr. Nancy Mosca

Absent

Dr. Michael Miladore

Staff Present:

Ed Janik, Ryan Tekac, Susan Kovach, Erica Horner, Michelle Edison, Loretta Floyd-Pleas, Scott Bolam, Dr. Kravec, Paige Seech, Julie Thompson, Patt Sweeney

Public Audience:

Dave Mannion, Dr. Nicolette Powe

III. Minutes

MOTIONS

Mrs. Fisher motioned, Mr. Somers seconded to approve the minutes of the 1/17/18 Board meeting as presented.

Motion carried unanimously.

Mr. Somers motioned, Mrs. Fisher seconded to approve the minutes of the 1/16/18 Finance Committee meeting as presented.

Motion carried unanimously.

IV. New Business

A. Resolution #RES-2018-1 – 2018 Water Pollution Control Loan Fund Agreement

Mr. Tekac explained that this is a resolution to accept and receive Water Pollution Control Loan Fund monies from the EPA for 2018. We applied for and received the maximum amount of funding - \$200,000.00.

MOTION

Mr. Somers motioned, Mrs. Fisher seconded to adopt Resolution #RES-2018-1 2018 Water Pollution Control Loan Fund Agreement as presented.

Motion carried unanimously.

V. Reports

A. Committee

Mrs. Fisher reported that the Finance Committee met and reviewed the contracts and budget. While the budget remains in good shape, the deliverable based grants need to be monitored very closely.

Mr. Perry reported that the Personnel Committee met and will discuss their items in Executive Session.

B. Division/Program

Julie Thompson

Planning continues for the All Staff meeting in April and the Leadership Team continues to focus effort on reaccreditation.

Ed Janik

The Area Agency on Aging conducted a site visit this past month to review the Title III B monies and senior levy funds that we receive. We were determined to be in complete compliance. We are receiving grant payments more quickly which is good. The transfers from our completed programs to the general fund have been completed.

Ryan Tekac

The food safety program will finish all required inspections early this year. Adding another sanitarian to the program has aided this timeliness. IN the coming year sanitarian territories will be adjusted to ensure a more balanced workload. A sanitary sewer project has been completed in Austintown on Pineview. This project stemmed from a nuisance declaration that was due to failing septic systems on a street of about 17 households. We will be working with Sanitary in order to get these households connected to the sanitary sewer line and their failing or antiquated septic systems decommissioned. I would like to introduce Paige Seech, a Kent State University student in Public Health who will be working with us as an intern in the pool program over the spring semester. She will be working closely with John Schoeni on our pool program education material. Through HDIS we have been able to query the most common pool violations and Paige will assist in developing the education materials that will be provided to the pool operators.

Susan Kovach

In January we held our Regional Functional Exercise for PHEP and it was a winter weather situation. The exercise went well. We are now completing the After Action Report now so there will likely be recommendations coming from that. Mainly we will need to update any plans that contain outdated information. Influenza incidence is shifting from A to B now with a slight decrease over the last couple of weeks.

Erica Horner

For the Maternal and Child Health Program Grant; 20 Pack 'n Plays were distributed in January, training of First Responders on infant safe sleep practices and referral cards to give to the public continues; the Goshen Township Police Department was trained in January. Our FIMR Maternal Interviewer completed two maternal interviews during January. Revised "hotspots" for prematurity and low birth weight rates from 2015-2016 have been identified and are being updated with the Ohio Department of Health. There were 15 Project DAWN naloxone community kits distributed in January with no reported saves and 12 full kits and one single dose distributed to Law Enforcement/First Responders with six recorded uses and four total saves reported from First Responders. We have not had an increase in requests for flu shots; from September when we started to offer them through January 31, 2018 we have administered 1,585 immunizations for flu. 146 immunizations were given to 58 patients in January and for the month of January we were considered 0% on having children who were clients in our immunization clinics at age 2 considered up to date. The reason for this is because we only had one client who met this criteria and they presented at clinic significantly behind on immunizations. 83.5% of our adolescents in our immunization clinics were

considered up to date for required vaccines. To clarify our conversation last month regarding the Shingrix vaccine and how it is distributed; there are 20 vials that come in one box. One box equals ten doses. It is a vaccine that needs to be reconstituted so there has to be a fluid and a powder- therefore, two vials equals one dose. As soon as the GSK ordering system is functioning, we will proceed with ordering the Shingrix.

Michelle Edison

Currently the HUB has an active enrollment of approximately 300 women; 15 since the start of the new year with approximately four births. We did a housing resource event a couple of weeks ago for the Community Health Workers in response to our clients' the demonstrated housing. We worked with Leah Merritt from YWCA, YMHA and the Eagles Nest to educate our CHW's on resources for housing for our at risk mothers. Continuing to work with Medicaid Managed Care Agencies to expand our services and focus our efforts on sustainability.

Loretta Floyd-Pleas

The WIC Program has been busy doing outreach activities and conducting in-services. We are welcoming our YSU students in March. We are celebrating National Nutrition Month and promoting literacy by celebrating Dr. Seuss as well. We will be conducting physician outreach.

Scott Bolam

Exploring the possibility of adding legionella testing to our services at the Lab in response to risk assessments required of hospitals and long term care facilities. Working out the final details with a new customer for us to provide a courier service to pick up their samples which could lead to more new customers if this is a service we are able to continue to offer. Trumbull County Health Department plans to begin their O&M sampling at the beginning of March if the weather cooperates.

Dr. Kravec

Patt and I met with Dr. Clint Koenig, the Medical Director from the Ohio Department of Health last week and had a great conversation centered on population health. The Health Expo is scheduled for March 3rd and 4th at the Covelli Centre and Patt will be moderating two of our panels; we are hoping for a large community turnout.

Patt Sweeney

Received notice from the Department of Medicaid that we will be receiving funding for January 2018 through June 30, 2019. We will receive \$922,000.00 from the Ohio Department of Medicaid that we will put forth into the community to fund additional Centering Pregnancy sites and additional Community Health Workers for the Resource Mothers Program. On behalf of MCDBOH, on February 2, I accepted the 2017 Community Agency Award from the Northeast Ohio Medical University Consortium of Eastern Ohio MPH program.

VI. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

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

Motion carried unanimously.

B. Contracts

1) Alta Care Group Inc., MY Baby's 1st Subgrantee, \$106,838.12

MOTION

Mr. Somers motioned, Dr. Mosca seconded to approve the contract with Alta Care Group Inc. as presented.

Motion carried unanimously.

2) Youngstown City Health District, MY Baby's 1st Subgrantee, \$53,419.06

MOTION

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

Motion carried unanimously.

3) Jet Creative Productions, LLC, 2017 Annual Report, \$2,000.00

MOTION

Dr. Mosca motioned, Mrs. Fisher seconded to approve the contract with Jet Creative Productions, LLC as presented.

Motion carried unanimously.

4) Cintas Corporation, Mat Services at 50 Westchester, \$2,100.00

MOTION

Mrs. Fisher motioned, Mr. Somers seconded to approve the contract with Cintas Corporation as presented.

Motion carried unanimously.

5) Tracy McNally, Janitorial Services at 50 Westchester, \$13,800.00

MOTION

Mrs. Fisher motioned, Mr. Somers seconded to approve the contract with Tracy McNally as presented.

Motion carried unanimously.

6) Medical Records Services, LLC, HIPAA Security Service, \$3,420.00

MOTION

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

Motion carried unanimously.

VII. Travel

A. Official Travel and B. Continuing Education

MOTION

Mrs. Fisher motioned, Mr. Somers seconded to approve the Official Travel and Continuing Education as presented.

Motion carried unanimously.

VIII. Personnel Actions

A. Executive Session

MOTION

Mrs. Fisher motioned, Mr. Somers seconded to go into Executive Session to discuss personnel matters at 8:42 a.m.

Motion carried unanimously.

B. Exit Executive Session

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to exit Executive Session at 8:55 a.m.

Motion carried unanimously.

C. Post/Advertise – Part-Time Public Health Nurse

MOTION

Mr. Somers motioned, Mrs. Fisher seconded to post/advertise for a part-time Public Health Nurse as presented.

Motion carried unanimously.

IX. Adjournment

MOTION

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

Motion carried unanimously.

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**FINANCE COMMITTEE MEETING
FEBRUARY 16, 2018
8:30 A.M.**

**Canfield Fairgrounds Administration Building
7265 Columbiana Canfield Road
Canfield, Ohio 44406**

MINUTES

Board members present: Mrs. Bev Fisher

Board members via tele-conference: Mr. Don Somers
Dr. Michael Miladore

Staff present: Patt Sweeney
Ed Janik

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

The Finance committee discussed the 2018 Water Pollution Control Loan Fund Agreement resolution and the monthly financial reports and proposed contracts were reviewed.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCDBOH meeting February 21, 2018:

Contracts:

- Alta Care Group, Inc., MY Baby's 1st Subgrantee, \$106,838.12
- Youngstown City Health District, MY Baby's 1st Subgrantee, \$53,419.06
- Jet Creative Productions, LLC, 2017 Annual Report, \$2,000.00
- Cintas Corporation, Mat Services at 50 Westchester, \$2,100.00
- Tracy McNally, Janitorial Services at 50 Westchester, \$13,800.00
- Medical Records Services, LLC, HIPAA Security Service, \$3,420.00

Motion to adjourn was made by Mrs. Fisher, seconded by Dr. Miladore at 9:45 a.m.

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**PERSONNEL COMMITTEE MEETING
FEBRUARY 16, 2018
3:30 P.M.**

**Mahoning County District Board of Health
50 Westchester Drive
Youngstown, Ohio 44515**

MINUTES

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

Staff present: Patricia Sweeney
 Ed Janik

Meeting called to order at 3:30 p.m.

At 3:30 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. Perry.

Mr. Perry made a motion to leave executive session at 4:10 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 February 21, 2018.

A motion to adjourn was made by Mr. Perry, seconded by Dr. Mosca at 4:15 p.m.