

**Minutes of the
District Board of Health
Mahoning County
January 17, 2018
8:00 a.m.**

The Mahoning County District Board of Health held its regular meeting on January 17, 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

<u>Present</u>	<u>Via Tele-Conference (not voting)</u>
Len Perry	Don Somers
Bev Fisher	Dr. Michael Miladore
Dr. Nancy Mosca	

Staff Present: Ed Janik, Ryan Tekac, Susan Kovach, Michelle Edison, Scott Bolam, Dr. Kravec, Julie Thompson, Patt Sweeney

Public Audience: Dave Mannion, Mike Heher

III. Minutes

MOTIONS

Mrs. Fisher motioned, Mr. Perry seconded to approve the minutes of the 12/20/17 Board meeting as presented.

Motion carried unanimously.

Mrs. Fisher motioned, Dr. Mosca seconded to approve the minutes of the 12/18/17 Personnel Committee meeting as presented.

Motion carried unanimously.

Mrs. Fisher motioned, Dr. Mosca seconded to approve the minutes of the 12/18/17 Finance Committee meeting as presented.

Motion carried unanimously.

IV. Special Requests/Subdivision Requests/Board Orders/Holding Tank Requests

A. Board Order #SW-BO-18-01 – Brown (Smith Twp.)

Mr. Tekac explained that this is a solid waste complaint dating back to October 2017. The owner has failed to comply with the abatement notices and did not appear for the Health Commissioner's hearing. When the inspector returned to the property yesterday for a reinspection, the property owner was there and requested more time. The Board wishes to accommodate requests when there is effort on the part of the owner but in this case, virtually nothing has been done up to now so we are requesting that the Board approve the sanitarians recommendation:

In accordance with the Mahoning County District Board of Health Nuisance Abatement Code, Section 4.1.7, Ohio Administrative Code 3745-27-05(C), and Ohio Revised Code 3734.03, it is requested to declare the property a public nuisance and order the same:

- Unsafe which creates a public health nuisance;
- Placarded;
- Abated immediately, but in no longer than 5 days

In accordance with the Mahoning County District Board of Health Nuisance Abatement Code, Section 6.1, it is requested to declare the property unsafe and a public health nuisance.

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the sanitarians recommendation for Board Order #SW-BO-18-01 as presented:

In accordance with the Mahoning County District Board of Health Nuisance Abatement Code, Section 4.1.7, Ohio Administrative Code 3745-27-05(C), and Ohio Revised Code 3734.03, it is requested to declare the property a public nuisance and order the same:

- Unsafe which creates a public health nuisance;
- Placarded;
- Abated immediately, but in no longer than 5 days

In accordance with the Mahoning County District Board of Health Nuisance Abatement Code, Section 6.1, it is requested to declare the property unsafe and a public health nuisance.

Motion carried unanimously.

V. New Business

A. Approval of New Policy & Procedure – Core Determinants of Health Standardized Screening

B. Approval of New Policy & Procedure – Initial and Abnormal Newborn Screenings: Public Health Nurse Follow-Up Requirements

C. Approval of New Policy & Procedure – HIV Antibody Testing Process and Procedure

Mrs. Sweeney explained that these are three policies that we must address in our programs.

1. We must have a standardized mechanism of screening individuals for how social issues are impacting their health outcomes (the Core social determinants of health).
2. Local public health departments are now required to follow up with families that either have not had an initial newborn health screening or have an infant with abnormal newborn screenings. The state now requires LHD public health nurses to contact the family when a newborn is identified with an abnormal screening result or no screening result, and the child has been lost to primary care follow-up. MCDBOH will receive this notification and our PH Nurses will then initiate contact with a primary care physician and/or family to secure appropriate medical follow up.
3. We are once again formalizing our HIV antibody testing process and procedure for our Disease Intervention Specialist program.

Dr. Kravec added that he has reviewed and approves each policy.

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the new policies and procedures for Core Determinants of Health Standardized Screening, Initial and Abnormal Newborn

Screenings; Public Health Nurse Follow-Up Requirements and HIV Antibody Testing Process and Procedure as presented.

Motion carried unanimously.

D. Establishment of New Fee – Shingrix Vaccine

Mr. Janik explained that a new shingles vaccine called Shingrix has been approved by the FDA for individuals age 50 and over. In October of 2017, the Advisory Committee on Immunization Practices (APIC) identified Shingrix as the preferred vaccine for preventing shingles and related complications for healthy adults aged 50 years and older. Shingrix is also recommended for adults who previously received the current shingles vaccine (Zostavax). Dr. Kravec has recommended that MCDBOH move forward with providing the Shingrix vaccine. The vaccine is administered in a series of two injections with the second dose being administered 2-6 months after the first. We are recommending a fee be set at \$140.00 per shot for this vaccine. A discussion ensued regarding cost/ dose and doses/ package. The Board directed Ms. Horner and Mr. Janik to clarify the cost/dose and gave the authority to proceed with establishing the most appropriate price/dose for vaccine delivery.

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the establishment of the new fee for the Shingrix vaccine as presented pending clarification on the cost/packaging.

Motion carried unanimously.

E. Solid Waste Management District Agreement

Mrs. Sweeney explained that this is the 2018 SWMD contract for landfill inspections groundwater monitoring program around the county landfills. It is the same dollar amount as last year.

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the Solid Waste Management District Agreement as presented.

Motion carried unanimously.

F. Resolution in Support of Tuberculosis Levy Renewal

Mr. Janik explained that the TB Levy in Mahoning County will expire at the end of this year and as such, needs to be put on the ballot in May 2018. The Commissioners requested that our Board approve this resolution in support of the Tuberculosis Levy renewal. If everything goes as planned, the renewal should be on the May primary ballot.

MOTION

Dr. Mosca motioned, Mrs. Fisher seconded to approve the Resolution in Support of the Tuberculosis Levy Renewal as presented.

Motion carried unanimously.

G. MCDBOH Brand Strategy

Mrs. Sweeney explained that as part of our strategic plan and also our reaccreditation effort, we are required to develop a brand that is unique to the Mahoning County District Board of Health. To that end, we have formed a committee and are starting to meet with marketing companies. We have however, a simultaneous requirement to complete a 2017 annual report by March of 2018. We have not yet received a formal proposal for this work. Ms Sweeney asked the Board to provide authorization to her to spend between \$2,000.00 to \$3,500.00 to publish a MCDBOH 2017 annual report and initiate a brand strategy.

Mrs. Fisher added that the Finance Committee discussed this at length and agrees that this is the best way to proceed at this time.

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve spending up to \$3,500.00 for the annual report and to start working on a brand strategy.

Motion carried unanimously.

VI. Reports

A. Committee

Mrs. Fisher reported that the Finance Committee met and had in-depth discussions regarding contracts and the budget.

Mr. Perry reported that the Personnel Committee did not meet due to inclement weather.

B. Division/Program

Julie Thompson

The Leadership Team has spent a significant amount of time discussing options and opportunities for MCDBOH branding. The All Staff Planning Committee will reconvene shortly to start working on the agenda for the April 27th meeting.

Reporting for Erica Horner:

For the Maternal and Child Health Program Grant: There were 23 Pack 'n Plays (now referred to as Cribettes) distributed in December for the Cribs for Kids Program; the MY Baby's 1st Coalition Birth Spacing workgroup has completed filming all segments of the public service announcement.

Project DAWN Naloxone Kits: In December 13 community kits were distributed with 0 reported saves; 18 full kits/2 single doses distributed to Law Enforcement/First Responders with 14 total saves reported from First Responders.

Immunization Clinics: 156 immunizations were given to 67 patients in December. For the month of December, we were 56% on having children who were clients in our immunization clinics at age 2 considered up to date. 95% of adolescents in our immunization clinics were considered up to date for required vaccines. Flu clinics started in September and through December 31, 2017, we have administered 1,505 vaccinations.

Ed Janik

Before December 31, 2017 we advanced \$120,000.00 from our general fund into our grant funds that had a negative cash balance at the time because that is a requirement of the State Auditor's office. Departments cannot have a negative balance at the end of the year. Those funds will be moved back to the general fund this month. We applied for and received a mini grant through the Public Entities Pool of Ohio to upgrade our security cameras.

Ryan Tekac

The Ohio Department of Health will be conducting our Private Water Program Survey on January 30-31. Staff is preparing for that survey. Wastewater program staff are working on the soil and design portion of the 2017 WPCLF applications. Our intent is to have another 15-20 household sewage treatment systems repaired during 2018. I attended Mosquito Control Grant meeting in Columbus. The grant now limits the amount of money available and now requires collaboration between two health departments in the same district/county. We will be applying with the Youngstown City Health District for funding for : education, adulticiding,

larvaciding, and contracted services. Currently the plan is for MCDBOH to apply for funding to conduct the trapping and Youngstown would do the adulticiding.

Susan Kovach

I am currently completing the submission of a new PHEP grant which is due Monday; as of now the funding available is the same as last year - level funded. There continues to be a significant amount of flu activity across the county.

Michelle Edison

The HUB is anticipating expanding this coming year and continuing to strengthen the community partnerships that have benefited us this past year. We will be meeting with Akron Children's Vice President of Population Health to explore partnership opportunities. Meridian Services will be providing training to our Community Health Workers. Our biennial report is due next month to the Ohio Commission on Minority Health. We continue to work on contracting with the state Medicaid Managed Care Organizations for payment for HUB pathways completion.

Scott Bolam

The Ohio EPA will be conducting a drinking water survey visit in the next month or two for microbiology. This is a revisit because we had a new analyst certified. We are also conducting our required annual internal A2LA audit.

Dr. Kravec

There has been quite a bit of media activity and questions surrounding the flu. Dr. Koenig from the Ohio Department of Health will be visiting Youngstown on February 14th to meet with public health and hospital folks to discuss aligning community health assessment and community health planning across hospitals and public health departments. There is a Chamber of Commerce Health Expo being planned for March at the Covelli Center and hopefully the Board of Health will be able to have a presence there.

Patt Sweeney

As previously mentioned, we are working on developing the 2017 Annual Report. We are waiting to hear from Medicaid if Mahoning County is a funding recipient for 2019. We successfully applied to the Ohio Department of Health for on-time funding to enable us to align our Community Health Assessment and CHIP process with the community's not-for-profit hospitals Community Health Needs Assessment and CHIP so that we can be on the same three year planning cycle. We will receive approximately \$15,000.00 to complete this task.

VII. 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) Dr. James Kravec, MD, Medical Director Services Contract Renewal, \$48,000.00

(2 year contract)

MOTION

Dr. Mosca motioned, Mrs. Fisher seconded to approve the contract with Dr. James Kravec, MD as presented.

Motion carried unanimously.

2) Care Coordination Systems, LLC, HUB Software Contract, \$29,800.00

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the contract with Care Coordination Systems, LLC. pending the removal of the indemnification or deeming it unenforceable.

Motion carried unanimously.

3) ECMSI, 3 Laptop Computers, not to exceed \$1,500.00 each

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the purchase of three laptop computers from ECMSI, not to exceed \$1,500.00 each as presented.

Motion carried unanimously.

C. Notice of Award – 2016 Water Pollution Control Loan Fund Monies

MOTION

Dr. Mosca motioned, Mrs. Fisher seconded to award the contract for the 2016 Water Pollution Control Loan Fund monies in the amount of \$15,000.00 to Less Contracting as presented.

Motion carried unanimously.

VIII. Travel

A. Official Travel

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to approve the Official Travel as presented.

Motion carried unanimously.

IX. Personnel Actions

A. Executive Session

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to go into Executive Session to discuss personnel matters at 9:04 a.m.

Motion carried unanimously.

B. Exit Executive Session

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to exit Executive Session.

Motion carried unanimously.

X. Adjournment

MOTION

Mrs. Fisher motioned, Dr. Mosca seconded to adjourn the meeting.

Motion carried unanimously.

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**FINANCE COMMITTEE MEETING
JANUARY 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 8:40 a.m.

The Finance committee reviewed the proposed fee for the new Shingrix vaccine and the 2016 Water Pollution Control Loan Fund monies to be awarded. They discussed the Solid Waste Management District agreement, the resolution in support of the tuberculosis levy renewal as well as a new brand strategy for the Board of Health.

The monthly financial reports and proposed contracts were reviewed and the Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCDBOH meeting January 17, 2018:

Contracts:

- Dr. James Kravec, MD, Medical Director Services Contract Renewal
- Care Coordination Systems, LLC, HUB Software Contract, \$29,800.00
- ECMSI, 3 Laptop Computers, not to exceed \$1,500.00 each

Motion to adjourn was made by Mrs. Fisher, seconded by Dr. Miladore at 10:00 a.m.