

**Minutes of the
District Board of Health
Mahoning County
May 23, 2018
8:00 a.m.**

The Mahoning County District Board of Health held its regular meeting on May 23, 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

Len Perry
Dr. Nancy Mosca
Dr. Michael Miladore
Joe Mistovich

Absent

Bev Fisher

Staff Present:

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

Public Audience:

Linda Bryant

Mr. Perry took a moment to officially welcome Mr. Joe Mistovich to the Board of Health. Mr. Mistovich replaces Mr. Don Somers.

III. Minutes

MOTIONS

Dr. Mosca motioned, Dr. Miladore seconded to approve the minutes of the 4/18/18 Board meeting as presented.

Motion carried unanimously.

Dr. Mosca motioned, Dr. Miladore seconded to approve the minutes of the 4/16/18 Personnel Committee meeting as presented.

Motion carried unanimously.

Dr. Miladore motioned, Dr. Mosca seconded to approve the minutes of the 4/17/18 Finance Committee meeting as presented.

Motion carried unanimously.

IV. Old Business

A. 2018 Sanitary Requirements for Tattoo and Body Piercing Establishments – 3rd Reading

Mr. Tekac explained that this is the third and final reading for the proposed changes to the 2018 Sanitary Requirements for Tattoo and Body Piercing Establishments in regards to sterilization of reusable hand pieces.

MOTION

Mr. Mistovich motioned, Mr. Perry seconded to approve the 2018 Sanitary Requirements for Tattoo and Body Piercing Establishments as presented.

Motion carried unanimously.

V. New Business

A. Fee Adjustment – Master Plumber Continuing Education Class

Mr. Tekac explained that in August of each year this office offers eight (8) hours of continuing education for Master Plumber's recertification with the State of Ohio. Due to changes from the Ohio Department of Commerce we now contract with Cliff Hartley Training Agency to provide education on Plumbing Code. The current fee for the course is \$100.00 per registrant and we are requesting an increase of \$10.00 per registrant to cover the cost of the training agency.

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the fee adjustment for the Master Plumber Continuing Education Class to \$110.00 as presented.

Motion carried unanimously.

B. Proposal and Request for Additional Funding – CHA/CHNA Project

Mrs. Sweeney explained that the Ohio Legislature requires that by 2020 all tax exempt hospitals and all public health departments must complete their community health needs assessment and community health assessment together. We have been working with Akron Children's and Mercy Health to coordinate process. Both Mahoning and Trumbull counties applied to ODH for funding towards this process and each received \$15,000.00. a collaborative group consisting of the health departments, the alcohol and mental health boards, Mercy Health, the Health Community Partnership of the Community Foundation and Akron Children's Hospital has received a proposal from the Hospital Council of Northwest Ohio to do the data collection for a dual county assessment. To date and the collaborative has secured \$84,000.00 of the \$104,000.00 needed. I am asking the Board for an additional \$5,000.00 to contribute to the assessment process, but may need to increase that to \$10,000.00 depending on how much additional funding Trumbull County, Youngstown City and Warren City may receive from their boards.

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve spending up to \$10,000.00 in additional funding for the CHA/CHNA Project as presented.

Motion carried unanimously.

VI. Reports

A. Committee

Dr. Miladore reported that the Finance Committee met yesterday and MCDBOH is doing fine with our budget for where we should be at this time of year. Some areas of concern will be discussed in Executive Session regarding staffing.

Dr. Mosca reported that the Personnel Committee met and will discuss their issues in Executive Session.

B. Division/Program

Ed Janik

Our 2017 Audit field work has been completed and the report should be available in the next month or two. Advanced Lightwaves was here to replace our security cameras.

Ryan Tekac

Our second Rabies Vaccination Clinic is scheduled for Saturday, July 14th at the Struthers Police Department from 2:00 to 4:00 p.m. Please spread the word if you know anyone who owns a cat, dog or ferret and would like to take advantage of this low cost clinic.

We did not receive the 2018 Mosquito Control Grant for the second year in a row. This year we collaborated with Youngstown City in order to have a better return on our invested activities and we still were not chosen. Reached out to the EPA and they said we were borderline on receiving but they felt our activities could continue if we did not receive the grant.

We will be hosting an all-day Environmental seminar on June 12th at the Austintown Fitch auditorium from 7:45 a.m. until 4:00 p.m. This is free and open to the public and various topics will be presented such as safe chemical storage, a homeowner's guide to mosquito control around their homes, well and septic inspections and various other topics.

Susan Kovach

In April we conducted a Centers for Medicaid and Medicare Services (CMS) Conference with nursing homes, home health agencies, doctors' offices, and dialysis centers – it was very well attended and was evaluated very favorably. Tomorrow I am presenting about the conference at the State Public Health Planner's meeting.

I would like to introduce Debbie Iliff, our new Prescription Drug Overdose Prevention Coordinator who started at the beginning of May. The Board welcomed Debbie.

Erica Horner

Regarding fiscal year 2019 grant applications; Cribs for Kids/Safe Sleep Program Grant, OEI 2.0 Grant and Maternal & Child Health Program Grant were all submitted.

In April 15 "cribettes" were distributed for the Cribs for Kids Program; regarding the Innovative Nutrition deliverable, we are at the final stage of completing a Mahoning County Community Food Guide; multiple staff members participated in Minority Health events such as the Community Baby Shower, Baby's First Birthday Celebration and the Infant Mortality Conference.

For the Moms Quit for Two Program Grant there have been billboards place during April to promote the program at targeted hotspot and highly traveled locations: Market Street near Midlothian Blvd and South Avenue near the Giant Eagle/Walmart shopping complex. Fiscal year 2019 notice of award was posted; we asked for \$79,625.80 and were awarded \$67,681.93. No special conditions have been posted to date and the grant starts July 1, 2018.

We distributed 39 Project DAWN naloxone community kits in April with 0 reported saves. There were 67 full kits and 8 single doses distributed to Law Enforcement/First Responders during April with 10 recorded uses and 10 total saves reported from First Responders.

Also in April 197 childhood/adolescent immunizations were given to 82 patients. We were 100% on having children who were clients in our immunization clinics at age 2 considered up to date and 92.5% of adolescents in our immunization clinics were considered up to date for required vaccines. Currently in the midst of providing school based clinics for 7th and 12th graders at 12 different schools during the month of May. The only schools not participating are Boardman, Lowellville and Sebring. This is in addition to our regularly scheduled four monthly childhood/adolescent clinics.

Michelle Edison

Currently the HUB has 350 actively enrolled clients. Our first trimester enrollment is increasing. Based on information received from the MY Baby's 1st meeting yesterday, comparing Mahoning County hotspot data with HUB outcome data for 2016-2017, our numbers for low birth weight and preterm births are lower, which is the outcome we are hoping

to achieve. The Community Health Workers will receive training from the Ohio Division of the American Academy of Pediatrics next month; we will also have a workshop for the CHW's with the President of the Ohio Community Health Workers Association next month. We will be working with YMHA and conducting pop-up health fairs as we did last year. We will also be working with the Environmental Health Division to schedule training regarding items such as food being left out too long, bed bugs, and healthy homes.

Loretta Floyd-Pleas

The WIC program has finished this round of preceptor work with the YSU dietetic students. We have also started to offer extended clinic hours here in Austintown on the third Tuesday of the month; our hours are 8:00 a.m. until 6:30 p.m. We are remaining in Youngstown at the Oakhill Renaissance Building. Our outreach efforts continue from sending flyers to coordinating efforts with Farmer's Markets. Our grant application was submitted on May 18th. The client satisfaction surveys will be available on our kiosks shortly.

Scott Bolam

The Lab has started the MVSD Corrosion Control Project which will continue for about 12 weeks. Central Waste was the start of the landfill groundwater monitoring program last week. Finished up testing for our seasonal parks and campgrounds with their required EPA testing that must be done before they are permitted to open. Continuing to work on the ability to conduct Legionella testing.

Dr. Kravec

I am working with Erica on coordinating community resources for agencies that need them. Medical marijuana has been the topic of much discussion recently and I would be willing to do a presentation at a staff meeting to explain where things are at currently.

Patt Sweeney

Our Branding Team has met with three different companies and will have a proposal to you at next month's meeting to move forward with our branding strategy. Drawings have been received from Strollo Architects which show great promise to meeting the majority of our needs regarding space issues. For the last 15 years, Access Health Mahoning Valley has been in existence to connect people to medical homes. Due to changes in health care and insurance, we are now in early conversation as to whether or not the HUB should be based in Access Health Mahoning Valley. Michelle Edison and I will be pursuing this discussion with the Rockville Institute and others to determine how such a change may impact the HUB.

VII. Approval of Monthly Expenses

A. Monthly Expenses

MOTION

Dr. Miladore motioned, Mr. Mistovich seconded to approve the monthly expenses as presented.

Motion carried unanimously.

B. Contracts

1) Generator Specialist, Maintenance Agreement for Generator, \$3,000.00

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to approve the contract with Generator Specialist as presented.

Motion carried unanimously.

2) Mercy Health Youngstown, LLC., Chronic Disease Centering Pregnancy, \$263,791.00

3) Mercy Health Youngstown, LLC., Centering Pregnancy Program Site #3, \$49,250.00

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the contracts with Mercy Health Youngstown, LLC. as presented.

Motion carried unanimously.

4) Alta Care Group, MY Baby's 1st, \$175,643.00

MOTION

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

Motion carried unanimously.

5) Akron Children's Hospital – Mahoning Valley, MY Baby's 1st, \$156,999.00

MOTION

Dr. Miladore motioned, Mr. Mistovich seconded to approve the contract with Akron Children's Hospital – Mahoning Valley as presented.

On roll call the vote was as follows:

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

6) Western Reserve Transit Authority, HIV/STD Public Education, \$2,835.00

MOTION

Dr. Mosca motioned, Mr. Mistovich seconded to approve the contract with Western Reserve Transit Authority as presented.

Motion carried unanimously.

7) Lake Business Products, Two Year Maintenance Agreement Environmental Copier, \$4,400.00

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the contract with Lake Business Products as presented.

Motion carried unanimously.

8) Lake Business Products, 17 Month Maintenance Agreement Nursing Copier, \$3,200.00

MOTION

Dr. Miladore motioned, Mr. Mistovich seconded to approve the contract with Lake Business Products as presented.

Motion carried unanimously.

9) Oxford Immunotec, Inc., T-SPOT Testing for TB Clinic, \$6,000.00

MOTION

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

Motion carried unanimously.

10) Worklife by Meridian, Employee Assistance Program (EAP), \$1,806.00

MOTION

Mr. Mistovich motioned, Dr. Miladore seconded to approve the contract with Worklife by Meridian as presented.

Motion carried unanimously.

11) Summit Environmental Technologies, Inc., Laboratory Testing, \$4,000.00

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to approve the contract with Summit Environmental Technologies, Inc. as presented.

Motion carried unanimously.

12) CPR First Aid Training of Ohio, First Aid Training, \$1,800.00

MOTION

Mr. Mistovich motioned, Dr. Miladore seconded to approve the contract with CPR First Aid Training of Ohio as presented.

Motion carried unanimously.

13) Mahoning County Commissioners, Oak Hill WIC Clinic Site Rent, \$5,000.00

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to approve the contract with the Mahoning County Commissioners as presented.

Motion carried unanimously.

C. Notice of Award – 2017 Water Pollution Control Loan Fund Monies – Soils

MOTION

Dr. Mosca motioned, Mr. Mistovich seconded to award the soils contract for the 2017 Water Pollution Control Loan Fund Monies to NEOSOILS, INC. The amount of the contract is not to exceed \$7,000.00.

Motion carried unanimously.

VIII. Travel

A. Official Travel

MOTION

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

Motion carried unanimously.

IX. Personnel Actions

A. Executive Session

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to go into Executive Session to discuss personnel matters at 9:05 a.m.

Motion carried unanimously.

B. Exit Executive Session

MOTION

Dr. Mosca motioned, Mr. Mistovich seconded to exit Executive Session.

Motion carried unanimously.

C. Policy Approval – Work from Home Long Term

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to approve the Work from Home on a Long Term Basis Policy as presented.

Motion carried unanimously.

D. Appoint – Full-Time Community Health Education Specialist

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to appoint Cara Rasor full-time Community Health Education Specialist as presented.

Motion carried unanimously.

E. Approval – Wage Increase

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to approve a wage increase for the Leadership Team as presented.

Motion carried unanimously.

F. Appoint – Full-Time Public Health Nurse and Part-time Laboratory Clerk

MOTION

Dr. Miladore motioned, Dr. Mosca seconded to give the Health Commissioner the authority to appoint a full-time Public Health Nurse with an RN, BSN preferred, and a part-time Laboratory Clerk.

Motion carried unanimously.

G. Vacation – Health Commissioner

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to approve the Health Commissioner's vacation from 5/29 – 6/8.

Motion carried unanimously.

X. **Adjournment**

MOTION

Dr. Mosca motioned, Dr. Miladore seconded to adjourn the meeting.

Motion carried unanimously.

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**FINANCE COMMITTEE MEETING
MAY 22, 2018
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: Patt Sweeney
Ed Janik

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

The Finance Committee discussed the proposed vaccine fee change for the Master Plumber Continuing Education Class, the Notice of Award for 2017 Water Pollution Control Loan Fund monies for soils 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 May 23, 2018:

Contracts:

- Generator Specialist, Maintenance Agreement for Generator, \$3,000.00
- Mercy Health Youngstown, LLC., Chronic Disease Centering Pregnancy, \$263,791.00
- Mercy Health Youngstown, LLC., Centering Pregnancy Program Site #3, \$49,250.00
- Alta Care Group, Inc., MY Baby's 1st, \$175,643.00
- Akron Children's Hospital – Mahoning Valley, MY Baby's 1st, \$156,999.00
- Western Reserve Transit Authority, HIV/STD Public Education, \$2,835.00
- Lake Business Products, Two Year Maintenance Agreement Environmental Copier, \$4,400.00
- Lake Business Products, 17 Month Maintenance Agreement Nursing Copier, \$3,200.00
- Oxford Immunotec, Inc., T-SPOT Testing for TB Clinic, \$6,000.00
- Worklife by Meridian, Employee Assistance Program (EAP), \$1,806.00
- Summit Environmental Technologies, Inc., Laboratory Testing, \$4,000.00
- CPR First Aid Training of Ohio, First Aid Training, \$1,800.00
- Mahoning County Commissioners, Oak Hill WIC Clinic Site Rent, \$5,000.00

Motion to adjourn was made by Mrs. Fisher, seconded by Dr. Miladore at 10:15 a.m.

**DISTRICT BOARD OF HEALTH
MAHONING COUNTY**

**PERSONNEL COMMITTEE MEETING
MAY 22, 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 4:00 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 May 23, 2018.

A motion to adjourn was made by Dr. Mosca, seconded by Mr. Perry at 4:10 p.m.