

**Minutes of the  
Mahoning County Public Health  
Board Meeting  
October 21, 2020  
8:00 a.m.**

The Mahoning County Public Health Board held its regular meeting on October 21, 2020 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

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

Absent

Staff Present: Ed Janik, John Hallas, Michelle Edison, Loretta Floyd-Pleas, Colton Masters, Jason Spencer, Julie Thompson, Ryan Tekac

Staff Present via GoToMeeting: Erica Horner, Scott Bolam, Dr. Kravec

Public Audience via GoToMeeting: Dave Mannion

**III. Minutes**

**MOTIONS**

Dr. Miladore motioned, Mr. Mistovich seconded to approve the minutes of the 9/16/20 and 9/29/20 Board meetings as presented.

Motion carried unanimously.

Mr. Mistovich motioned, Mr. Perry seconded to approve the minutes of the 9/14/20 Personnel Committee meeting as presented.

Motion carried unanimously.

Dr. Miladore motioned, Mrs. Fisher seconded to approve the minutes of the 9/15/20 Finance Committee meeting as presented.

Motion carried unanimously.

**IV. Special Requests/Subdivision Requests/Board Orders**

A. Board Order #EH-BO-20-06 – Liston (New Middletown Village)

Mr. Masters explained that this is a now vacant property on Main Street in New Middletown. When the case came to us from the police department, we went out and investigated and the owner moved out immediately and went to stay in a hotel with his family. They have been there for several months now and we have worked closely with Adult Protective Services and they have found housing where he will be able to go. Unfortunately he has taken ill and is not able to go to the new housing right now but will go as soon as he is better. The house is full of animal feces, human waste, and trash and has

one of the worst roach infestations I have ever seen. There is also trash and garbage around the outside of the house but not as much as on the inside. The family is understanding of the Board Order and has no intention of cleaning the house or property.

**MOTION**

Mrs. Fisher motioned, Mr. Perry seconded to approve the sanitarian's recommendation for Board Order #EH-BO-20-06 as presented:

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

- condemned as dangerous to life or health;
- placarded;
- abated within 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.

**B. Board Order #EH-BO-20-07 – Higgins (Smith Twp.)**

Mr. Spencer explained that this is a dwelling that has been vacant for 35 to 40 years which is creating a public health nuisance and is a safety hazard because it is kept in a condition that is attracting disease vectors. The owner has failed to comply with the abatement notices and did not appear at the Health Commissioner's hearing. Our recommendation is to declare the house and attached garage a public nuisance and order the same condemned as dangerous to life or health; placarded; abated within five days and to remain vacant until the nuisance is abated. Also to declare the dwelling unfit for human habitation and unsafe.

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the sanitarian's recommendation for Board Order #EH-BO-20-07 as presented:

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

- condemned as dangerous to life or health;
- placarded;
- abated within 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.

**C. Board Order #EH-BO-20-08 – Higgins (Smith Twp.)**

Mr. Spencer explained that this is the vacant property next door to the property we just discussed owned by the same person. The owner has failed to comply with the abatement notices and did not appear at the Health Commissioner's hearing. Our recommendation is the same as the previous Board Order.

**MOTION**

Dr. Miladore motioned, Mrs. Fisher seconded to approve the sanitarian's recommendation for Board Order #EH-BO-20-08 as presented:

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 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**

Mr. Janik explained that this is our 2021 Revenue and Expense Budget. We have \$3,681,008.00 in non-grant funds and \$3,513,513.00 in grant funds for a total revenue budget of \$8,010,297.00 for 2021. This is slightly higher than last year's budget as there is a lot of grant activity in this budget. We went over it in great detail yesterday with the Finance Committee.

Dr. Miladore added that this is a 13.15% increase over the 2020 Budget and as Ed mentioned, our grant funds are higher than last year and our general fund income revenue is projected to be lower. We will use some unencumbered money to make up the difference. Ed and his staff are to be commended for preparing such a well done budget.

**MOTION**

Mrs. Fisher motioned, Dr. Miladore seconded to approve the 2021 Budget as presented.

Motion carried unanimously.

**B. Operation & Maintenance Fee Waiver Request – W. Middletown Road**

Mr. Tekac explained that the homeowner is requesting that the inspection fee be waived because they had a service contract in place before we performed the inspection and claimed the Service Provider did not provide a copy of the contract to our office in a timely fashion. Mr. Napolitano investigated and found this to be the case. The homeowner did indeed have a service contract in place and the Service Provider had not sent a copy to our office. It is our recommendation that in this instance the fee be waived as requested.

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to waive the Operation & Maintenance Fee for W. Middletown Road as requested.

Motion carried unanimously.

**C. 2020 Budget Changes for Board Approval**

Mr. Janik explained that these changes are because the budget changes monthly. Budget additions for October include the Building Capital Projects fund, the COVID-19 Response grant budget, the Food Service fund, the well water fund, the TB fund and the landfill fund.

**MOTION**

Dr. Miladore motioned, Mr. Mistovich seconded to approve the 2020 Budget Changes as presented.

Motion carried unanimously.

D. Management/Exempt Staff One Time Wage Adjustment

**MOTION**

Mr. Mistovich motioned, Mr. Perry seconded to approve one time wage adjustments for all non-bargaining unit employees commensurate to the agreement with AFSCME Local 3759 approved in September 2020.

Motion carried unanimously.

**VI. Reports**

A. Committee

Dr. Miladore reported that the Finance Committee met yesterday and discussed the 2021 Budget. Reviewed 17 contracts and all but \$30,000.00 will be paid from grants. Our funding remains stable thanks to grants received.

Mr. Mistovich reported that the Personnel Committee met on Monday and discussed food licensing fees and the Director of Environmental Health candidates as well as one time wage adjustment for non-bargaining unit employees.

B. Division/Program

Ed Janik

We received our second half 2020 tax settlement in October into our General Fund in the amount of \$488,919.00 and into our TB Fund we received \$80,891.00. Ryan, Kathy Affagato and I completed an ODH survey yesterday regarding our COVID grants and what they're looking to see is how much money each health department does not think they're going to spend from that budget. We are hopeful that their intention is to reallocate the funds for next year as each of these grants end in December. We received the executed contract from Paramount Advantage yesterday for the HUB so we can start billing for those services.

Michelle Edison

The HUB enrollment to date is 221; there are 139 pregnant women, 72 adults (roughly 50 chronic disease clients) and 20 pediatric clients. We have had training for the Community Health Workers in ACES as well as a review of COVID safety for home visiting. Cora Lewis and I presented at the Infant Mortality Update Summit hosted by Akron Children's Hospital Mahoning Valley. The summit focused on health equity and the impact of systemic racism on health and birth outcomes. I am working with Leah Merritt to develop a long term sustainable strategy to provide housing for pregnant women.

John Hallas

COVID complaints have been holding steady despite our county going into the red. Dan Hutton is evaluating bids that will be awarded for the Water Pollution Control Loan Fund program. We are still awaiting legal consult regarding the service methodology for delinquent Operation and Maintenance contracts. The food inspections are nearing the halfway completion mark, which is excellent considering the extra load of COVID-19 investigations, which applies to all staff, as regular work remains at the same level. The final rabies vaccination clinic is going to be held at Angels for Animals from 9:00 a.m. to noon on Saturday, October 24<sup>th</sup>. Genevieve Bufano and Braden Froomkin, one of our interns, will be conducting the clinic with Dr. Nokes from the Angels facility. Congratulations to Kaitlin McNally, a Secretary in the Environmental Division, on becoming a Sanitarian-In-Training!

Loretta Floyd-Pleas

The WIC caseload is competing with families receiving additional foods from food give-a-ways at churches, community centers, SNAP and school feeding programs. However, families do continue to seek formula for infants. Transportation services with Just In Time Employment

Agency are working out well for WIC families. WIC provided program brochures for several local wellness drive through events and also mailed out program information to over sixty local daycares. WIC is offering a "Virtual Breastfeeding Session" starring our Breastfeeding Peer Helper, Emily Cosma. This is our first virtual breastfeeding session; we are hopeful that it catches on for our pregnant and breastfeeding women. Meridian Care Services staff members Natasha Cramer and Sue Trimacco conducted a team building workshop for WIC staff members to address how the roles of team members have changed due to COVID-19. The safety practices for COVID were also reviewed with staff. The Ohio Department of Health requested that the waiver for physical presence be extended by the USDA and this request has been granted for all WIC programs in Ohio until February 20, 2021. We are currently mapping out plans for re-opening the WIC clinics to the public.

#### Erica Horner

Project DAWN naloxone kits for the month of September; there were 14 community kits distributed (100% of the kits distributed were to populations who reside in areas at highest risk for overdoses in the county) and there were 14 kits distributed to First Responders during September with 9 reported uses, 9 saves, 0 deceased, 0 unknown.

The following Ohio Department of Health grants ended on September 30, 2020 with new grant year projects starting October 1, 2020: Cribs For Kids/Safe Sleep, Cribs For Kids/Safe Sleep Breastfeeding Project, OEI 2.0, Integrated Naloxone, Maternal & Child Health Program. For Cribs For Kids/Safe Sleep Fiscal Year 20 (10/01/19-09/30/20), we distributed 316 pack n plays. For OEI 2.0 Fiscal Year 20: met annual goal of women served at 156 women. Thank you to Cora Lewis and Marie Mayberry for their work on this project. For Integrated Naloxone: exceeded project's goal of distributing 250 naloxone kits; we distributed 366. Thank you to Cara Rasor, Tracy Styka and the public health nurses.

#### Scott Bolam

The A2LA audit that was scheduled for the end of September had to be rescheduled for October 19<sup>th</sup> and 20<sup>th</sup>. The audit went very well there were only six minor corrective actions to take. We have 30 days to respond and 60 days to close the actions. All of the groundwater monitoring samples around the landfills have been collected for 2020.

#### Dr. Kravec

We are continuing to push for flu vaccine. Protocols are being put in place for vaccine distribution. Numbers of positive cases are increasing – not where we were in March/April but enough to cause us to go red. People in the hospital are sick and on ventilators but a number of people are positive and not in the hospital which is good.

#### Ryan Tekac

Over the past two weeks and now going on three we have seen an increase in our cases in Mahoning County that are truly associated with community spread. Since mid-September we have seen a steady increase in our cases and on October 15<sup>th</sup> we exceeded our daily high for positive cases with that number being 65.

The increase we are experiencing in our community is due to the number of cases associated with healthcare workers, large gatherings from weddings, funerals, birthday parties, group gatherings and most recently a business. In addition to the large parties we have seen spread inside family units and not necessarily the households in which one resides, but the extended families in other family households.

As cases increase so does the workload in contact tracing. Early into the pandemic our staff was more than capable of handling the case load and contact tracing as most programs were shuttered. Now that we are experiencing an increase in caseloads and our programs are operating again, we have reached out and will be utilizing our agreement with ODH to receive two contact tracers to assist during our surge. We have offered out overtime to MCPH staff

and we have at least 10 MCPH team members who will be trained and will assist in contact tracing. A big thank you to Erica, Susan and their team for keeping up with the workload while assistance is on the way.

We continue to meet with YSU on a monthly basis and the K-12 schools on a weekly basis. These relationships continue to be positive and it's most important now that we are seeing wide community spread.

COVID-19 also impacted solid waste facilities as less waste was being received during the shutdown. In preparing the budget for 2021 the Mahoning County Solid Waste Management District proposed budget cuts to reduce the potential deficit spending for 2021. In 2020 we received an additional \$29,000 for enforcement purposes and this additional funding has been removed from the 2021 budget. Knowing this past year has been a hard time for all business, I have agreed that the funding can be withheld for the one year and I have requested for the 2022 budget to reflect the additional increase of the \$29,000.

I want to again truly thank every staff member for all of their hard work and also the Board for their support during this pandemic. It is truly appreciated.

## 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) Youngstown City Health District, Coronavirus Contact Tracing Grant, \$45,195.00
- 2) Youngstown City Health District, Coronavirus Deliverable Grant, \$220,598.00

#### **MOTION**

Dr. Miladore motioned, Mr. Mistovich seconded to approve the contracts with Youngstown City Health District as presented.

Motion carried unanimously.

- 3) Just In Time Employment Agency, Addendum to Transportation Contract, Increased from \$60,000.00 to \$120,000.00

#### **MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contract addendum with Just In Time Employment Agency as presented.

Motion carried unanimously.

- 4) Helmer Scientific, Two Door Vaccine Refrigerator, \$8,450.63
- 5) Helmer Scientific, One Door Vaccine Refrigerator, \$6,164.99
- 6) Helmer Scientific, Vaccine Freezer, \$8,124.24

#### **MOTION**

Mr. Mistovich motioned, Dr. Miladore seconded to approve the contracts with Helmer Scientific as presented.

Motion carried unanimously.

- 7) ECMSI, Three Wireless Access Points for 50 Westchester, \$1,485.12

#### **MOTION**

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

Motion carried unanimously.

- 8) ALC Technologies, Temperature and Mask Detection Camera, \$2,260.00

**MOTION**

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

Motion carried unanimously.

- 9) Leonard Truck & Trailer, 16' Bumper Pull Enclosed Cargo Trailer, \$18,000.00 (not to exceed)

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contract with Leonard Truck & Trailer as presented.

- 10) Nursing Division, Vehicle Purchase for Hauling Purposes, \$27,000.00 (not to exceed)

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to approve the purchase of a vehicle for the Nursing Division not to exceed \$27,000.00 as presented.

Motion carried unanimously.

- 11) ALC Technologies, Upgrade to MCPH Phone System, \$25,422.00

**MOTION**

Dr. Miladore motioned, Mr. Mistovich seconded to approve the contract with ALC Technologies as presented.

Motion carried unanimously.

- 12) Care Coordination Systems LLC, 2021 Software License for HUB, \$29,500.00 (\$25,000.00 plus 3 additional licenses at \$1,500.00 each)

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to approve the contract with Care Coordination Systems LLC as presented.

Motion carried unanimously.

- 13) SoniClear, Meeting Recording Software, 40 hour Transcription Bundle, Octacapture Microphone, 8 conference microphones, \$4,455.00

**MOTION**

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

Motion carried unanimously.

- 14) MasterTent, Four Pop-Up Tents with detachable sidewalls, Counter, Weights, Anchors, Transport Wheels, Raingutter, Connectors, LED Light Kit, Connecting Curtain and Electric Heaters, \$28,325.90

**MOTION**

Dr. Miladore motioned, Mr. Mistovich seconded to approve the contract with MasterTent as presented.

Motion carried unanimously.

- 15) SealPro Asphalt Sealcoating Company, Patching, sealing and striping of parking lot at 50 Westchester, \$3,850.00

**MOTION**

Dr. Miladore motioned, Mr. Mistovich seconded to approve the contract with SealPro Asphalt Sealcoating Company as presented.

Motion carried unanimously.

- 16) Executive Web Management, Upgrades to MCPH Website, \$9,500.00

**MOTION**

Mr. Mistovich motioned, Dr. Miladore seconded to approve the contract with Executive Web Management as presented.

Motion carried unanimously.

- 17) YESCO, Door Access Control System, \$21,475.00

**MOTION**

Mr. Mistovich motioned, Mr. Perry seconded to approve the contract with YESCO as presented.

Motion carried unanimously.

**VIII. Personnel Actions**

A. Executive Session

**MOTION**

Mrs. Fisher motioned, Mr. Mistovich seconded to go in to Executive Session at 9:47 a.m.

Motion carried unanimously.

B. Exit Executive Session

**MOTION**

Mr. Perry motioned, Mrs. Fisher seconded to exit Executive Session at 10:33 a.m.

Motion carried unanimously.

Mrs. Fisher added for the record that no action is being taken as a result of Executive Session, a potential legal issue was discussed

**IX. Adjournment**

**MOTION**

Mr. Mistovich motioned, Mrs. Fisher seconded to adjourn the meeting at 10:35 a.m.

Motion carried unanimously.



**MAHONING COUNTY PUBLIC HEALTH**

**PERSONNEL COMMITTEE MEETING  
OCTOBER 19, 2020  
4:30 P.M.**

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

**MINUTES**

Board members present:      Dr. Nancy Mosca (via GoToMeeting)  
   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 4:30 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. Mistovich.

Mr. Perry made a motion to leave executive session at 4:59 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 October 21, 2020.

A motion to adjourn was made by Mr. Mistovich, seconded by Dr. Mosca at 5:00 p.m.

# MAHONING COUNTY PUBLIC HEALTH

## FINANCE COMMITTEE MEETING

OCTOBER 20, 2020

8:30 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 8:30 a.m.

The Finance Committee reviewed the 2021 Budget in great detail, the Operation & Maintenance Fee Waiver Request, the proposed budget changes and the monthly financial reports as presented.

The Finance Committee will recommend approval of the following contracts at the next regularly scheduled MCPH meeting October 21, 2020:

#### Contracts:

- Youngstown City Health District, Coronavirus Contact Tracing Grant, \$45,195.00
- Youngstown City Health District, Coronavirus Deliverable Grant, \$220,598.00
- Just In Time Employment Agency, Addendum to Transportation Contract, Increased from \$60,000.00 to \$120,000.00
- Helmer Scientific, Two Door Vaccine Refrigerator, \$8,450.63
- Helmer Scientific, One Door Vaccine Refrigerator, \$6,164.99
- Helmer Scientific, Vaccine Freezer, \$8,124.24
- ECMSI, Three Wireless Access Points for 50 Westchester, \$1,485.12
- ALC Technologies, Temperature and Mask Detection Camera, \$2,260.00
- Leonard Truck & Trailer, 16' Bumper Pull Enclosed Cargo Trailer, \$18,000.00 (not to exceed)
- Nursing Division, Vehicle Purchase for Hauling Purposes, \$27,000.00 (not to exceed)
- ALC Technologies, Upgrade to MCPH Phone System, \$25,422.00
- Care Coordination Systems LLC, 2021 Software License for HUB, \$29,500 (\$25,000 plus 3 additional licenses at \$1,500 each)
- SoniClear, Meeting Recording Software, 40 Hour Transcription Bundle, Octacapture Microphone, 8 conference microphones, \$4,455.00
- MasterTent, Four Pop-Up Tents with detachable sidewalls, Counter, Weights, Anchors, Transport Wheels, Raingutter, Connectors, LED Light Kit, Connecting Curtain, and Electric Heaters, \$28,325.90
- SealPro Asphalt Sealcoating Company, Patching, sealing and striping of parking lot at 50 Westchester, \$3,850.00
- Executive Web Management, Upgrades to MCPH website, \$9,500.00

Meeting adjourned at 10:50 a.m.