

Trumbull County Board of Health – Regular Meeting  
April 24, 2019 – 1:00 PM  
176 Chestnut Ave. NE \* Warren, Ohio

**BOARD MEMBERS PRESENT:** Thomas Borocz  
Gregory Dubos  
Dr. Harold Firster  
Kathy Salapata  
John “Jack” Simon, Jr.  
John Messersmith, President Pro Tempore  
Robert Biery, Jr., President

**STAFF:** Frank Migliozi, MPH, REHS/RS, Health Commissioner  
Sandra Swann, RN, Director of Nursing  
Kristofer Wilster, MPH, REHS/RS, Director of Environmental Health  
Jenna Amerine, MPH, CHES, Health Educator  
Natalie Markusic, REHS/RS, Accreditation Coordinator  
Kevin Francis, RS, Public Health Sanitarian  
Steve Kramer, RS, Public Health Sanitarian

**OTHERS:** Robert Kokor, Legal Counsel

**MINUTES**

- I. The meeting was called to order, and the Pledge of Allegiance was said.
- II. **Adoption of Agenda: MOTION: 19-58** made by Mrs. Salapata, second by Mr. Borocz to adopt the agenda as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Harold Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

- III. **Approval of Minutes: MOTION: 19-59** made by Dr. Firster, second by Mr. Messersmith to approve the minutes of the March 27, 2019, regular meeting, as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Harold Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

**IV. Health Commissioner Report:** Mr. Migliozi presented a written report to the Board for their review. In addition, Mr. Migliozi reported that there were now 2,155 cases of Hepatitis A, with 61 hospitalizations and 7 deaths, and it was in 76 counties. The state has distributed over 49,000 doses of vaccine to the local health districts. There have been 93 cases of salmonella reported in 14 counties, associated with cut melon. The cut melon was sold at WalMarts mainly in the western and southern portion of the state. There is currently over 600 cases of measles, with the outbreak being reported in 7 states, but there have been no cases in Ohio as yet. Mr. Migliozi also reported that he has spoken to the Director of the Building Department, and the cost for the basement renovations will exceed \$50,000.00; therefore, we will need to go through with a formal bidding process. The Director of the Building Department has offered to write up the bid specifications, but the Board will need to give authorization to seek bids.

**MOTION: 19-60** made by Mr. Borocz, second by Dr. Firster to authorize the Health Commissioner to seek bids for the basement renovations.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

Mr. Migliozi also announced that the Employee of the Quarter for the first quarter of 2019, was Dianne Simon. We are moving our food program to a completely digital system. Dianne was recognized for working with a co-worker over the course of a month training him on the program, as well as general computer use. Additionally, she went into the field to train him on the tablet that food inspectors must use in the field to record inspection results and develop reports.

**MOTION: 19-61** made by Mr. Simon, second by Mr. Borocz to accept the Health Commissioner's written report as presented.

Mr. Messersmith asked about the injection well surveys. As of April 23, 2019, in excess of 700 surveys were distributed in Brookfield and 100 were distributed in Vienna, but we have only received 7 back. If we do not receive enough of the surveys back, we will not be able to proceed.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes



Motion carried.

- V. Director of Nursing Report:** Mrs. Swann provided a written report to the Board for their review. In addition to her written report, Mrs. Swann informed the Board that Kenya Franklin had been named Home Visiting Supervisor of the Year for Region 3 by the State of Ohio.

**MOTION: 19-62** made by Mrs. Salapata, second by Mr. Messersmith to accept the Director of Nursing's written report as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

- VI. Director of Environmental Health Report:** Mr. Wilster presented a written report to the Board for their review.

**MOTION: 19-63** made by Mrs. Salapata, second by Mr. Borocz to accept the Director of Environmental Health's written report as presented.

Question was brought up regarding Bellwick Bowling. Mr. Wilster stated that it has been clean up slightly, but none of the major repairs have been made as of yet. Mr. Francis stated that he has heard that the owner has announced that he is closing in May.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

- VII. Health Educator Report:** Ms. Amerine presented a written report to the Board for their review. In addition to her report, Jenna also passed out the Bike to Work informational flyer.

**MOTION: 19-64** made by Mr. Messersmith, second by Mr. Dubos to accept the Health Educator's written report as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

- VIII. Accreditation Coordinator Report:** Mrs. Markusic presented a written report to the Board for their review.

**MOTION: 19-65** made by Mr. Dubos, second by Dr. Firster to accept the Accreditation Coordinator’s written report as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

- IX. Board Report:** Mr. Biery notified that Frank Migliozi was one of two Kent State University College of Public Health alumni, honored with a Distinguished Alumni award.

- X. Old Business:** A. Resolution Concerning the Early Intervention Services – 95% of the early intervention services in Ohio are provided through the developmental disability agencies, and in July those services will be transitioned out of our agency and over to the Trumbull County Department of Disabilities. When the health district began this program, the Board of Health passed a resolution authorizing the Health Commissioner to enter into this agreement. Now that the program is ceasing, a similar resolution is needed to transition out the program, along with three health district employees.

**MOTION: 19-66** made by Mr. Dubos, second by Mrs. Salapata to adopt the “Resolution of the Board of Health of the Trumbull County Combined Health District Concerning the Early Invention Services”.

Mr. Dubos asked as to who the employees were that would be moving. Mr. Migliozi stated that it would be Kenya Franklin, Elizabeth Shelar and Kristyn Bugnone.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes



Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

B. Administrative Hearing – Sean Ross, Reform Fitness, 8094 E. Market St., Howland Twp. – Not present. Mr. Wilster stated that an inspection on the pool/spa was conducted on January 4, 2019, and there were multiple violations. A re-inspection occurred on March 1, 2019. Violations cited during the original inspection still existed, with the inspector noted additional violations, which included a chlorine residual of zero ppm for the pool. The inspector recommended closure of the pool due to the no chlorine residual, but the operator did not close it. There are no adequate test kits for the chlorine, the water is cloudy, and the pool is being used by the public, but is also being used as a therapy pool. The building is owned by a different person than the person listed as the operator on the pool license. Atty. Kokor stated that, in his opinion, the Board has no option, but to shut the pool down.

**MOTION: 19-67** made by Mr. Messersmith, second by Mr. Borocz that effective immediately, the 2018-2019 licenses for the pool and spa for Reform Fitness, 8094 E. Market St., Warren, Ohio, are to be revoked. The pool and spa cannot be operated without a license; therefore, Mr. Ross is not to allow patrons to use the pool or spa until a property license is obtained. In addition, the Board of Health will not consider the renewal of the 2019-2020 swimming pool applications or licenses until Mr. Ross contacts the Ohio Department of Health and goes through a plan review for the pool and spa. Until the health district receives authorization from the Ohio Department of Health, a license will not be issued for the pool or the spa.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

XI. Variance Request – Randall F. Pegg – 1225 Rose Ave., Liberty Twp. – Not present. Mr. Pegg is in the process of installing a new NPDES septic system to service his home. Mr. Pegg is requesting a variance that would allow the installation of the system within 10 feet of the property line.

**MOTION: 19-68** made by Mr. Simon, second by Dr. Firster to grant a variance to Randall F. Pegg, 1225 Rose Ave., Liberty Twp., to allow the installation of a new NPDES septic system within 10 feet of the property line. The entire sewage system must be installed by July 1, 2019, or this variance shall become null and void. The installation must comply with all other code sections.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes

Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

D. Declaration of Unfit for Human Habitation – 4390 Woodland St., Newton Twp., Todd Crispin, Owner – Not present. A request was made by Newton Township Zoning to determine if this structure was fit for human habitation. An inspection was conducted on April 10, 2019. Upon inspection, the inspector noted water damage, mold and moisture contamination, gross unsanitary conditions and the structure had been gutted.

**MOTION: 19-68** made by Mr. Messersmith, second by Mr. Borocz to declare the structure at 4390 Woodland St., Newton Twp., unfit for human habitation.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

E. Declaration of Unfit for Human Habitation – 180 Hillman St., Cortland City, Shirley A. Dewitt, Owner – Not present. A request was made by Cortland City officials to determine if the structure was fit for human habitation. An inspection was conducted on April 5, 2019. Upon inspection, the inspector noted the presence of solid waste, the “man way” of the basement was flooded and gross unsanitary conditions. In addition, the water has been shut off, with no way to shower, clean or flush toilets. Mike Davis, a Realtor with Berkshire Hathaway, was present at the meeting. Mr. Davis stated that there is a contract to auction the house, and as of yesterday, there was still someone living in the dwelling. Mr. Wilster stated that both Senior Services and the Mayor both believed that no one was living there.

**MOTION: 19-69** made by Dr. Firster, second by Mr. Dubos to declare the structure at 180 Hillman St., Cortland City, unfit for human habitation and a danger to life and death. The property owner must secure and make improvements, or raze the structure within 60 days. Failure to comply will result in the matter being turned over to the court of competent jurisdiction.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes



Motion carried.

XII. Tax Assessment for Unpaid Permit to Operate Fee Level 3, Level 4 & Level 5 – A list of property owners was supplied to the Board who were issued applications in October to renew their permits to operate for 2019. They were also sent late notices by regular mail and certified mail on January 11, 2019. To date, the owners have not renewed their permits, nor have they issued a written response/opposition to the permit and/or fee. Some owners paid the renewal fee late, but did not pay the late fee. Currently these properties are operating sewage systems without a permit to operate.

**MOTION: 19-70** made by Mr. Messersmith, second by Mr. Borocz to pass a resolution pursuant to ORC 3709.091, to authorize the Health Commissioner to cause assessments to be filed against property owners in the amounts listed by the health district. Assessment is for failure to pay the permit to operate fee required in the Trumbull County Household Sewage Treatment System Rules. All parties were served notice and have not responded within the 30 day allotted timeframe.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

**MOTION: 19-71** made by Mr. Messersmith, second by Mr. Borocz to take a 10-minute recess to allow the Board Members time to review agenda items G., H., and I.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

**MOTION: 19-72** made by Mr. Messersmith, second by Mrs. Salapata to resume the meeting.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes

Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried. (Recessed 1:47 PM – Resumed 1:54 PM)

- G. Approval of ADM-1650, Human Trafficking
- H. Approval of NUR-1060, Vaccine Relocation Procedure
- I. Approval of ENV-1300, Food Inspection Procedure

Mr. Messersmith questioned the need of these policies. It was explained that the we are merely formalizing what we currently are doing regarding these issues. The grants require you have a human trafficking policy. We recently had an alarm event with our freezer that contains our vaccine, and we had to relocate our vaccine until we could have the freezer repaired. We are anticipating that during our next food program survey, that they will be looking at our food inspection process, and we wanted to formalize that procedure.

**MOTION: 19-73** made by Mr. Dubos, second by Mr. Simon to approve policies ADM-1650, Human Trafficking, NUR-1060, Vaccine Relocation and ENV-1300, Food Inspection as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

**XIII. Citizens Comments – None**

**XIV. Executive Session: MOTION: 19-74** made by Mr. Messersmith, second by Mr. Borocz to close for executive session for discussion regarding pending litigation.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

**MOTION: 19-75** made by Mr. Messersmith, second by Mr. Simon to reopen to public session.



**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried. (Closed 2:00 PM – Reopened 2:09 PM)

- XV. Approval of Payment of the Bills: *MOTION: 19-76*** made by Mr. Messersmith, second by Mr. Dubos to approve the payment of the bills as presented.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

- XVI. Date of Next Regular Meeting: May 22, 2019 – 1:00 PM**

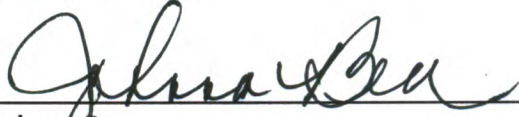
- XVII. Adjournment: *MOTION: 19-77*** made by Mr. Messersmith, second by Mrs. Salapata to adjourn.

**Roll Call Vote:**

Mr. Borocz – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes  
Mr. Biery – Yes

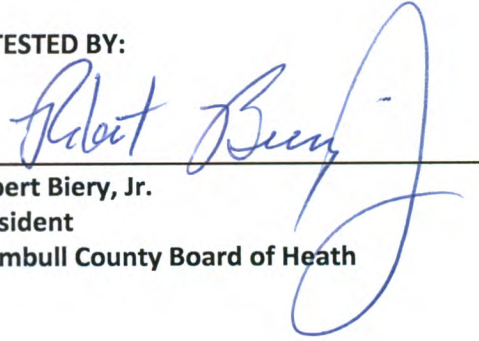
Motion carried. (Adjournment 2:10 PM)

RECORDED BY:



Johnna Ben  
Administrative Secretary  
Trumbull County Combined Health District

ATTESTED BY:



Robert Biery, Jr.  
President  
Trumbull County Board of Health

For



Frank Migliozi, MPH, REHS/RS  
Secretary and Health Commissioner  
Trumbull County Board of Health



## Health Commissioner's Report – April 24, 2019 Board of Health Meeting

### 1) Budget/Financial

- Attached is the monthly financial report for March. The general fund shows a positive cash balance of \$460,013.35, with our all fund balance at \$1,673,364.89.
- As I reported last month, there have been some changes made to the ODH Annual Financial Report (AFR). The report will now incorporate Foundational Public Health Services (FPHS), are skills, programs and activities that must be available in state and local health departments everywhere. Under the new AFR, not only will a FPHS costing tool be incorporated, but the data collection process will be more efficient for the local health departments, there will be a collection of more meaningful data and will more accurately define public health funding and gaps. The FPHS costing tool will collect actual costs (i.e. payroll, non-labor, shared services), and also collect estimations, which will show the amount of time spent in FPHS and identify gaps in meeting 100% of the FPHS. The AFR is usually due by March 1<sup>st</sup> of every year, but due to the changes, they initially extended the due date to April 1<sup>st</sup>, but due to some changes they are making they have made the website unavailable for anyone to get into, so they have now pushed it to May 1<sup>st</sup>. The AFR has been completed, and will be submitted to ODH before the May 1<sup>st</sup> deadline. We will also be submitting the FPHS spreadsheet to the Association of Ohio Health Commissioners, which was the tool used to complete the AFR.
- We received the first half of property taxes for 2018 this month. The taxes came in at \$202,000.00, which is up from last year.

### 2) Time Study

- Attached is my time study for the month of March. The bulk of my time was spent on administrative issues, the PHEP grant and the budget.

### 3) Vehicles

- Attached is the cost analysis for the month of March for the vehicles. The overall cost savings with the vehicles, for the month of March, was \$1,466.69, with a year to date savings of \$3,238.09.

### 4) Vienna & Brookfield Underground Injection Well Surveys

- The surveys that were sent out to Vienna & Brookfield residents are coming in slowly.
- The survey is being conducted in conjunction with Kent State University to collection information on the underground injection well activities in those communities.

### 5) Hepatitis A Outbreak

- There have been 2,077 cases, and the outbreak is now in 72 counties in Ohio.
- 62% of those cases have been hospitalized, and there have been seven deaths.
- There has been 45,130 doses of vaccine distributed to local health departments.

### 6) Measles Outbreak

- ODH has made us aware of the outbreak of measles, mainly in the New York area.
- There has been least 533 cases, and are currently only raising awareness to attending physicians for now.

**7) Basement**

- The basement clean-up project is continuing to move forward, and should be completed in the very near future.
- Johnna and Dan continue to go through all the old equipment in the basement and listing items on GovDeals, which is the internet auction site that the county uses to get rid of old equipment.
- We also contacted a junk removal company for those items that either did not sell through GovDeals, or were broken or obsolete.
- Johnna has also requested destruction of old documents from the state historical society, and we will be contacting the shredding company, which will also clean up a lot in the basement.

**8) Policies/Procedures – Revisions**

- ADM-1290, Overtime Comp Time Procedure
- ENV-1220, Enforcement Escalation for EH Programs
- ADM-1030, Obtaining Purchase Orders (PO) & Reimbursements



**TRUMBULL COUNTY COMBINED HEALTH DISTRICT**  
**FINANCIAL REPORT**  
**As of March 31, 2019**

FUND	BUDGET	JANUARY		FEBRUARY		MARCH		YEAR TO DATE		REMAINING BUDGET	% REMAINING	CALENDAR		FUND CASH BALANCE
		REVENUE	EXPENDITURES	REVENUE	EXPENDITURES	REV	EXP	REVENUE	EXPENDITURES			REV - EXP	REMAINING	
GENERAL FUND 950	\$ 2,210,627.81	\$ 37,699.96	\$ 178,001.74	\$ 55,568.16	\$ 143,760.69	\$ 399,939.98	\$ 189,038.94	\$ 493,208.10	\$ 510,801.37	\$ (17,593.27)	\$ 1,699,826.44	76.89%	75.00%	\$ 460,013.35
FOOD SERV FUND 951	\$ 363,567.12	-	\$ 34,176.95	\$ 176,415.73	\$ 27,390.77	\$ 111,399.46	\$ 50,599.99	\$ 287,815.19	\$ 112,167.71	\$ 175,647.48	\$ 251,399.41	69.15%	75.00%	\$ 233,848.23
CAR SEAT FUND 955	\$ 11,000.00	-	-	-	-	\$ 85.00	-	\$ 85.00	-	\$ 85.00	\$ 11,000.00	100.00%	75.00%	\$ 8,762.76
PROJECT DAWN FUND 956	\$ 5,000.00	-	-	-	-	-	-	-	-	-	\$ 5,000.00	100.00%	75.00%	\$ 2,817.36
PARKS/CAMPS FUND 958	\$ 4,000.00	-	-	-	-	-	-	-	-	-	\$ 4,000.00	100.00%	75.00%	-
PRIV WATER SYS FUND 959	\$ 32,900.00	\$ 3,732.50	\$ 1,398.49	\$ 3,293.00	\$ 1,898.60	\$ 3,492.00	\$ 519.50	\$ 10,517.50	\$ 3,816.59	\$ 6,700.91	\$ 29,083.41	88.40%	75.00%	\$ 61,794.50
POOLS FUND 960	\$ 22,000.00	-	-	-	-	-	-	-	-	-	\$ 22,000.00	100.00%	75.00%	\$ 555.00
REIMB SWD FUND 970	\$ 20,000.00	\$ 5,000.00	-	-	-	-	-	\$ 5,000.00	-	\$ 5,000.00	\$ 20,000.00	100.00%	75.00%	\$ 5,000.00
CONSTRUCTION & DEMO FUND 972	\$ 995,717.84	\$ 86,327.20	\$ 147,485.70	\$ 84,907.20	\$ 69,889.39	\$ 84,003.20	\$ 71,756.95	\$ 255,237.60	\$ 289,132.04	\$ (33,894.44)	\$ 706,585.80	70.96%	75.00%	\$ 382,228.33
HSTS PROGRAM FUND 974	\$ 892,066.46	\$ 182,441.25	\$ 101,163.40	\$ 70,692.25	\$ 61,934.21	\$ 54,975.25	\$ 78,290.50	\$ 308,108.75	\$ 241,388.11	\$ 66,720.64	\$ 650,678.35	72.94%	75.00%	\$ 332,127.56
TB CONTROL UNIT FUND 979	\$ 76,593.96	-	\$ 6,726.61	\$ 90.00	\$ 5,040.48	\$ 380.00	\$ 6,580.76	\$ 470.00	\$ 18,347.85	\$ (17,877.85)	\$ 58,246.11	76.05%	75.00%	\$ 39,914.62
<b>GRANTS</b>	\$ 957,803.43	\$ 67,959.33	\$ 31,734.69	\$ 111,516.90	\$ 5,973.49	\$ 50,408.96	\$ 326,963.13	\$ 229,885.19	\$ 364,671.31	\$ (134,786.12)	\$ 593,132.12			\$ 74,029.31
PDOP FUND 952	\$ 157,992.50	\$ 8,727.19	\$ 12,919.16	\$ 20,861.12	\$ 902.08	\$ 8,625.87	\$ 42,221.22	\$ 38,214.18	\$ 56,042.46	\$ (17,828.28)	\$ 101,950.04	64.53%	75.00%	\$ 7,165.03
MCH FUND 953	\$ 70,071.30	\$ 2,600.00	\$ 5,675.00	\$ 300.00	\$ 1,011.94	\$ 950.00	\$ 31,440.67	\$ 3,850.00	\$ 38,127.61	\$ (34,277.61)	\$ 31,943.69	45.59%	75.00%	\$ 23,093.69
TUPCP FUND 954	\$ 87,931.72	\$ 17,250.00	\$ 2,013.66	\$ 1,500.00	\$ 1,652.66	\$ 3,000.00	\$ 42,515.40	\$ 21,750.00	\$ 46,181.72	\$ (24,431.72)	\$ 41,750.00	47.48%	75.00%	-
GVO FUND 963	\$ 54,954.74	\$ 1,123.00	\$ 527.65	\$ 5,604.00	\$ 777.15	\$ 7,509.00	\$ 20,527.65	\$ 14,236.00	\$ 21,832.45	\$ (7,596.45)	\$ 33,122.29	60.27%	75.00%	\$ 1,503.29
MQT FUND 964	\$ 40,656.77	\$ 13,872.35	\$ 2,030.22	\$ 2,406.19	\$ 1,025.00	\$ 3,837.68	\$ 16,820.87	\$ 20,116.22	\$ 19,876.09	\$ 240.13	\$ 20,780.68	51.11%	75.00%	\$ 0.00
PHEP FUND 971	\$ 126,806.37	\$ 9,900.13	\$ 4,569.00	\$ 22,707.50	\$ -	\$ 4,871.02	\$ 46,092.02	\$ 37,478.65	\$ 50,661.02	\$ (13,182.37)	\$ 76,145.35	60.05%	75.00%	-
CHC FUND 976	\$ 177,968.22	-	\$ 4,000.00	\$ 39,472.94	\$ 269.96	\$ 7,398.00	\$ 39,653.22	\$ 46,870.94	\$ 43,923.18	\$ 2,947.76	\$ 134,045.04	75.32%	75.00%	\$ 12,264.54
CFX FUND 977	\$ 49,400.00	-	-	\$ 3,350.00	-	-	\$ 14,279.04	\$ 3,350.00	\$ 14,279.04	\$ (10,929.04)	\$ 35,120.96	71.10%	75.00%	\$ 26,120.96
MIECHV FUND 978	\$ 192,021.81	\$ 14,486.66	-	\$ 15,315.15	\$ 334.70	\$ 14,217.39	\$ 73,413.04	\$ 44,019.20	\$ 73,747.74	\$ (29,728.54)	\$ 118,274.07	61.59%	75.00%	\$ 3,881.80
<b>* TOTAL</b>	\$ 5,591,276.62	\$ 383,160.24	\$ 500,687.58	\$ 502,483.24	\$ 315,887.63	\$ 704,683.85	\$ 723,749.77	\$ 1,590,327.33	\$ 1,540,324.98	\$ 50,002.35	\$ 4,050,951.64	<b>72.45%</b>	<b>75.00%</b>	\$ 1,673,364.89

\* TOTAL FUND CASH BALANCE INCLUDES RESTRICTED FUNDS C&DD GROUND WTR (FUND 975) OF \$72,273.87

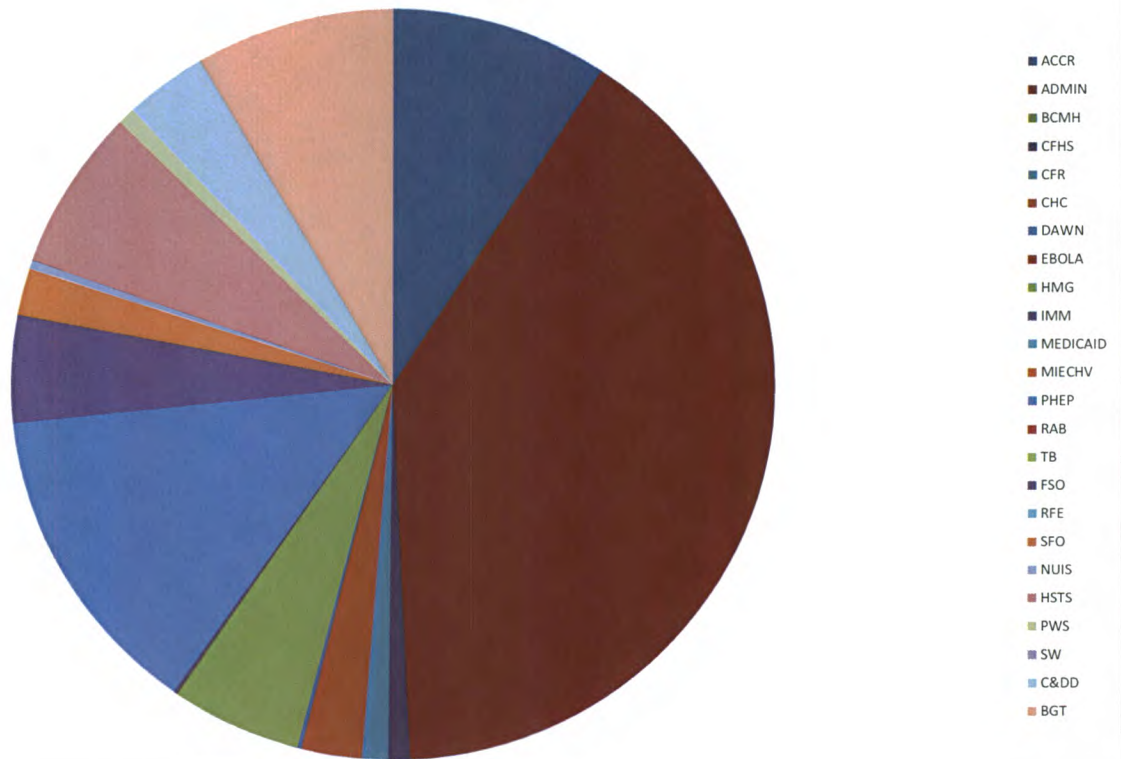
HEALTH COMMISSIONER WORK HOURS  
MARCH 1, 2019 - MARCH 31, 2019

<u>SUMMARY -YTD</u>	<u>COUNT</u>	<u>MINUTES</u>	<u>PERCENTAGE</u>	<u>HOURS</u>
ACCR	50	750	9.2%	12.5
ADMIN	218	3270	40.1%	54.5
BCMH	0	0	0.0%	0
CFHS	5	75	0.9%	1.25
CFR	6	90	1.1%	1.5
CHC	14	210	2.6%	3.5
DAWN	1	15	0.2%	0.25
EBOLA	0	0	0.0%	0
HMG	30	450	5.5%	7.5
IMM	1	15	0.2%	0.25
MEDICAID	0	0	0.0%	0
MIECH	0	0	0.0%	0
PHEP	74	1110	13.6%	18.5
RAB	0	0	0.0%	0
TB	0	0	0.0%	0
FSO	25	375	4.6%	6.25
RFE	0	0	0.0%	0
SFO	11	165	2.0%	2.75
NUIS	2	30	0.4%	0.5
HSTS	38	570	7.0%	9.5
PWS	4	60	0.7%	1
SW	0	0	0.0%	0
C&DD	19	285	3.5%	4.75
BGT	46	690	8.5%	11.5
LUNCH	76	1140		19
SICK	0	0		0
OFF	32	480		8
VAC	20	300		5
HOLIDAY	0	0		0
<b>TOTAL MINUTES</b>	<b>672</b>	<b>10080</b>	<b>100%</b>	<b>168</b>
<b>MINUTES LESS SICK, VAC, HOL, LUNCH</b>		<b>8160</b>		

**SUMMARY -YTD**

	<b>PERCENTAGES</b>
ACCR	9.19%
ADMIN	40.07%
BCMh	0.00%
CFHS	0.92%
CFR	1.10%
CHC	2.57%
DAWN	0.18%
EBOLA	0.00%
HMG	5.51%
IMM	0.18%
MEDICAID	0.00%
MIECHV	0.00%
PHEP	13.60%
RAB	0.00%
TB	0.00%
FSO	4.60%
RFE	0.00%
SFO	2.02%
NUIS	0.37%
HSTS	6.99%
PWS	0.74%
SW	0.00%
C&DD	3.49%
BGT	8.46%

**PERCENTAGES**





MARCH 1, 2019 TO MARCH 31, 2019

VEHICLE	MILEAGE	MILEAGE RATE	TOTAL \$
	1	1350	0.58 \$ 783.00
	2	730	0.58 \$ 423.40
	3	839	0.58 \$ 486.62
	4	1106	0.58 \$ 641.48
	5	1834	0.58 \$ 1,063.72
	6	948	0.58 \$ 549.84
	8	1179	0.58 \$ 683.82
	9	1458	0.58 \$ 845.64
<b>TOTAL</b>		<b>9444</b>	<b>\$ 5,477.52</b>
GAS @25 MPG	377.76	\$2.06 / GAL	\$ 642.19
LEASE PAYMENTS on vehicles 1-6			\$ 1,767.54
INSURANCE \$12,688.00 per year			\$ 1,057.33
TWO NEW VEHICLES (60 MONTHS)		\$16,312.98 EACH	\$ 543.77
<b>TOTAL EXPENSES</b>			<b>\$ 4,010.83</b>
<b>TOTAL MONTHLY SAVINGS</b>			<b>\$ 1,466.69</b>
<b>2019 YTD SAVINGS</b>			<b>\$ 3,238.09</b>



# TRUMBULL COUNTY COMBINED HEALTH DISTRICT

*"Building a Healthy Community"*  
Frank J. Migliozi, MPH, REHS/RS  
Health Commissioner  
176 Chestnut N.E. • Warren, Ohio 44483  
www.tcchd.org



**Public Health**  
Prevent. Promote. Protect.

**Date:** 4/17/19  
**To:** TCCHD Board of Health  
**From:** Frank Migliozi, Health Commissioner  
**RE:** Revised Documents Approved

---

### **ADM-1290, Overtime Comp time Procedure**

Revision: 001

Date: 4/9/19

- Added new section 4.0 (includes 4.1-4.3)

### **ENV-1220, Enforcement Escalation for EH Programs**

Revision: 001

Date: 4/9/19

- Added "animal bites/rabies control" to the Purpose/Policy Statement section.

### **ADM-1030, Obtaining Purchase Orders (PO) & Reimbursements**

Revision: 001

Date: 4/11/19

- Attachment C: added supervisor's signature date and PO date.
- Attachment D: added request date, supervisor's date and PO date.



## Trumbull County Combined Health District Nursing Department Board Report

---

### Board of Health Report April 24, 2019 for March 2019

- As of April 11, 2019, Trumbull County (TCCHD and Warren City jurisdictions) has 15 Hepatitis A cases linked to the multi-state Hepatitis A outbreak. Typically Trumbull County has less than 1 case a year. TCCHD has been reaching out to high risk groups to provide Hepatitis A vaccine. Many of these groups are within the Warren City Health jurisdiction and that health district has been providing vaccine to these high risk groups. TCCHD will continue to do outreach to provide vaccination. Ohio cases as of April 10, 2019: 2,077 cases with 7 deaths.
- The Get Vaccinated Ohio (GVO) grant was submitted on April 4, 2019. If awarded, TCCHD will be eligible for \$57,759.00 for the grant period July 1, 2019 to June 30, 2020.
- The Nursing Department received the Maternal Child Health (MCH) grant application. It is due May 6, 2019 and is for level funding of \$81,000.00.
- The Nursing Department received the Prescription Drug Overdose Prevention (PDOP) grant application. It is due May 13, 2019. There is an opportunity for Tier 3 funding for a total amount of \$140,000.00. TCCHD will assess the eligibility for the Tier 3 funding. TCCHD is eligible for the Tier 2 funding which is \$80,000.00.
- The After Action Report (AAR) for the January 17, 2019 Public Health Functional Emergency Preparedness exercise was submitted to ODH on March 25, 2019 and approved on April 2, 2019. This report summarized TCCHD's strengths and areas for improvement during an emergency response. TCCHD will use this report to update and make changes to our plans. A copy of the AAR without the appendices is attached for your review.
- The biannual Healthcare Coalition meeting was held at the Trumbull County EMA on March 22, 2019. This meeting was facilitated by the TCCHD Emergency Preparedness Coordinator, Sandy Swann, and the topic of discussion was planning and response for people with access and functional needs in Trumbull County. There was a guest speaker, Mauro DiVieste, who provided a presentation of Trumbull County's Special Needs Registry (attached is the brochure).
- Randee Shoenberger R.N. and Rita Spahlinger R.N. attended the ODH sponsored World TB (Tuberculosis) Day on March 26, 2019. This is a yearly conference that provides updates for health districts that have a TB program.
- Sandy Swann, Director of Nursing attended the Ohio Early Childhood Systems Conference on March 27 and 28, 2019. During this conference awards were given to Ohio Home Visiting Regions. This year Kenya Franklin received the Home Visiting Supervisor award for Region 3.
- Two of TCCHD's Family Service Coordinators, Tara Lucente, LSW and Jenifer Francis, attended a conference: "The Mystery of Risk, Drugs, Alcohol, Pregnancy and the Vulnerable Child" to learn strategies for working with their families.
- Attached is a copy of the overdose report for March 2019
- Attached is the March 2019 Project DAWN report, Influenza report and Animal Bite report.



Trumbull County Combined Health District  
Nursing Department Board Report

---

**Nursing Division Staff Report:**

<i>Reported Communicable Disease Cases for March 2019</i>	
Chlamydia	38
CP-CRE	2
Cryptosporidiosis	2
Gonococcal	7
Haemophilis Influenza	1
Hepatitis A	6
Hepatitis B (chronic)	2
Hepatitis C (chronic )	25
Influenza-assoc. hosp.	70
Lyme disease	1
Pertussis	2
Salmonellosis	1
Streptococcal- Group A invasive	1
Streptococcus pneumoniae	3
Yersiniosis	1
<b>Total cases reviewed</b>	<b>162</b>

<b>HOME VISITING PROGRAMS MONTH March 2019</b>			
HMG – Maximum Cases – 90			
MIECHV – Maximum Cases - 57			
Kept/Un-kept visits			
Home Visiting Programs	Caseload Beginning of Month Cases/Referrals	Case Load End of Month Cases/Referrals	# of Home Visits Kept/Un-Kept Visits
HMG	67/10	61/13	58/2
MIECHV	52/2	52/2	38/2
PART C (EI)	87/13	88/10	46/3
<b>Total Caseload</b>	<b>206/25</b>	<b>201/15</b>	<b>142/7</b>

**Trumbull County Combined Health District  
Nursing Department Board Report**

<b>MONTH _March 2019</b>		
<b>Nursing Programs</b>	<b># of Services Provided</b>	<b>Clients Served</b>
BCMh	0	0
Health Fairs / Presentations	0	0
Car Seat Classes	4	15 families + 1 HV
Car Seats Provided	21 seats	
Children Immunization Clinics	1 clinic	6 kids
Adult Immunization Clinics	1 clinic	11 shots
TB Testing	1 clinic	24 tests
Pregnancy Testing	1 Test	1 Positive
Referrals to Agencies: (WIC, DJFS, Immunization Clinics, Mental Health)	3 to Mental health	Folders given
WIC Class		
Immunization Appointments	Adult Clinic	26 scheduled; 5NS; 21 seen
	Child Clinic	10 scheduled; 3 NS; 1 CX; 6 seen
TB Clinic Appointments	0	0
TB Nurse Appointments	1	1
Cribs for Kids	2 classes	11 @ classes ( 2 sets of twins) 2- Hospital 1-BMTF 1-CSB Total cribs - 16
Tobacco Meetings		
Baby & Me Smoke Free Sessions	4 PN visits 7 PP visits 12 vouchers	9 Moms & 2 partners enrolled
DAWN Program (see report attached)	See attached sheet	See attached sheet



# Ohio Local Health Department Survey of Reported Animal (Mammal) Bite/Rabies Exposure Events

For Year: 2019

Person Completing Form: March

Phone: 1-330-675-2590

List health jurisdictions covered below	Jurisdiction (County, City or Combined)
1 <u>TRUMBULL COUNTY COMBINED HEALTH</u>	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____

SPECIES OR ANIMAL GROUP	HUMAN EXPOSURE EVENTS		3. OTHER RABIES EXPOSURE EVENTS	4. TOTAL EVENTS	5. TOTAL PERSONS EXPOSED	6. TOTAL PERSONS STARTING PEP
	1. BITES	2. NON-BITE				
BAT	0	0	0		0	0
CAMEL	1	0	0	1	1	0
CAT	1	0	0	1	1	0
DOG	18	0	0	18	18	0
FERRET	0	0	0		0	0
LIVESTOCK	0	0	0		0	0
OTHER DOMESTIC	1	0	0	1	1	0
OTHER WILD	0	0	0		0	0
RACCOON	0	0	0		0	0
RODENT/RABBIT (DOMESTIC)	0	0	0		0	0
RODENT/RABBIT (WILD)	0	0	0		0	0
SKUNK	0	0	0		0	0
<b>TOTAL</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>21</b>	<b>21</b>	<b>0</b>

Electronic submission of the excel file by Email is preferred.

**Please rename the file with your health department name before submitting.**

In columns 1, 2, 3, 5 and 6 enter a number or zero. Count each event only once.

See the Animal Bite Survey Instructions file for definitions of events and exposures

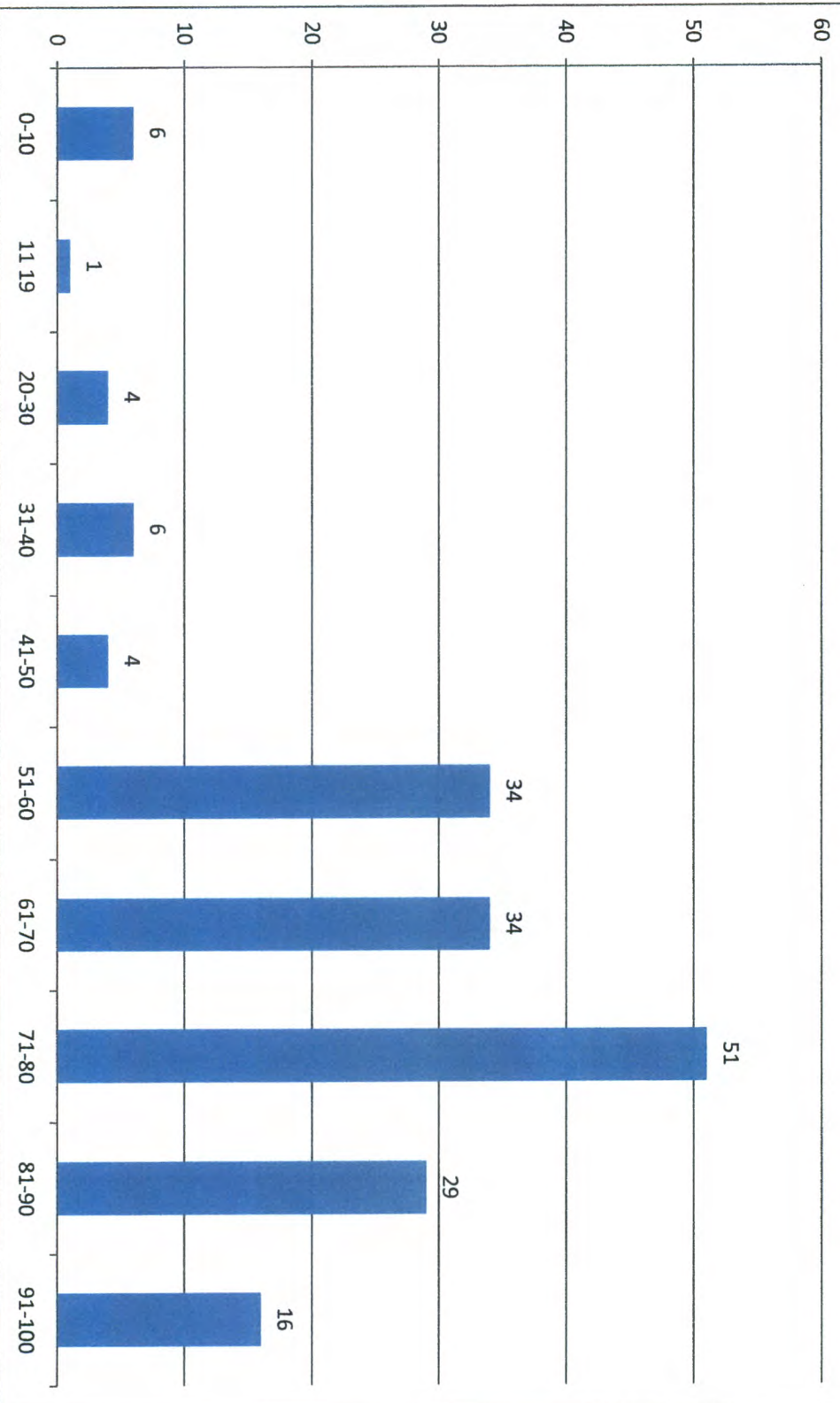
Please send to: Zoonotic Disease Program  
Bureau of Infectious Diseases  
Ohio Department of Health  
35 E Chestnut St., 6th Floor  
Columbus, OH 43215

Fax: (614) 564-2456

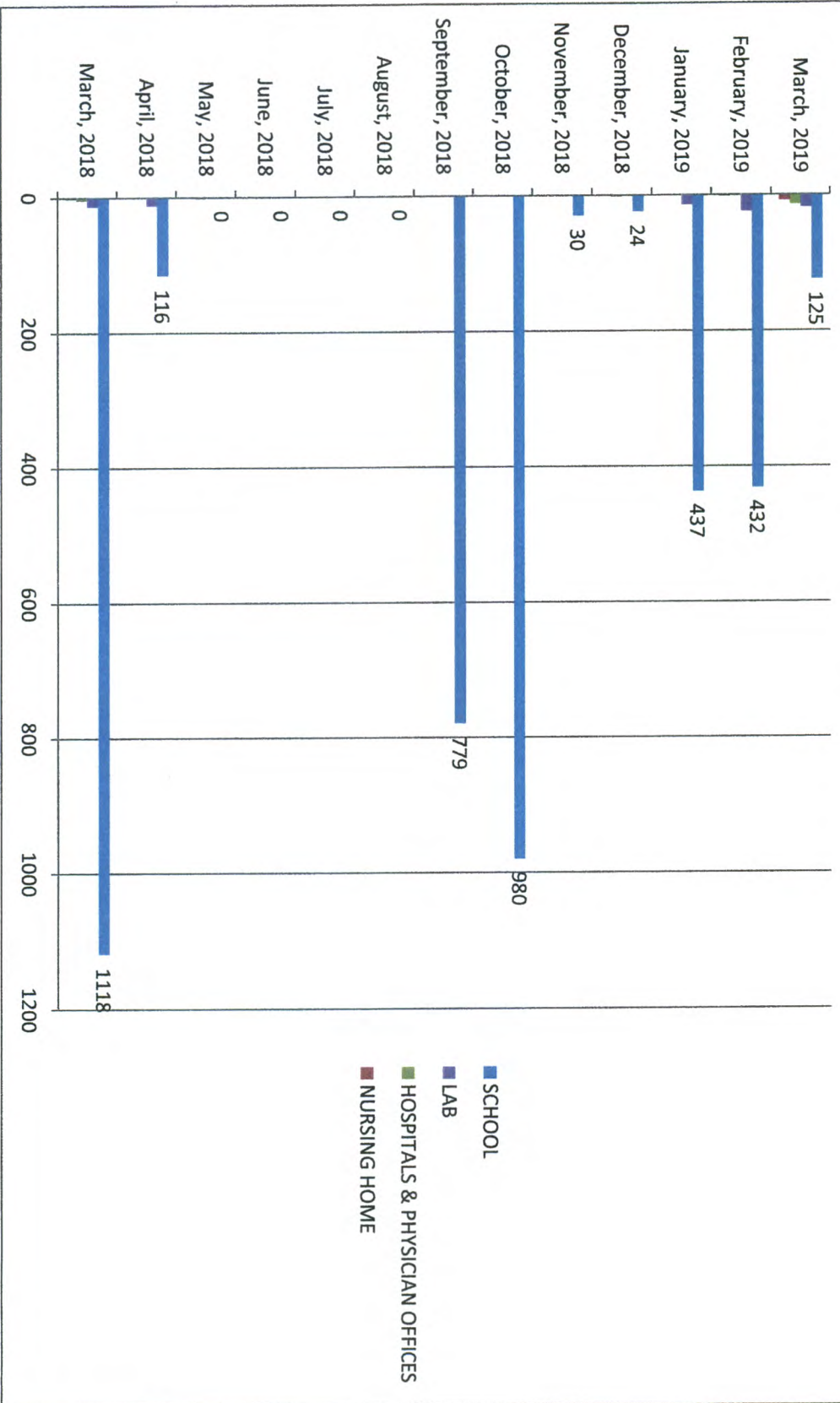
Email [zoonoses@odh.ohio.gov](mailto:zoonoses@odh.ohio.gov)



## Influenza-associated hospitalizations from 1-1-19 to present



## 2018-2019 Influenza statistics





**Project DAWN:**

**March 2019**

Kits from the Health Dept.: 42

March Refills: 11

People Trained: 59

Successful: 1      Unsuccessful: 0

First Responder Refills: 25

First Responder Kits Used: 7

Successful: 7      Unsuccessful: 0

**Total Year to Date:**

Kits from the Health Dept.: 76

People Trained: 86

Refills: 26

First Responder Refills: 138

First Responder Kits Used: 15

Successful: 15      Unsuccessful: 0

# Trumbull County Overdose Report

## March 2019

Trumbull County Combined Health District  
 Randee Shoenberger RN, Epidemiologist  
 Kathy Parrilla RN, Injury Prevention Coordinator

We can now confirm that we have had 76 overdose deaths in Trumbull County for 2018 and 764 total overdoses. In March we saw 26 total overdoses for the county and hopefully moving forward we will see better numbers each month. I would also like to welcome Dr. Sterbenz to Trumbull County and to the OFR Committee and look forward to working with him!

Figure 1. A monthly count of emergency departments visits due to overdoses in Trumbull County by Zip Codes. There were 26 overdoses during the month of March.

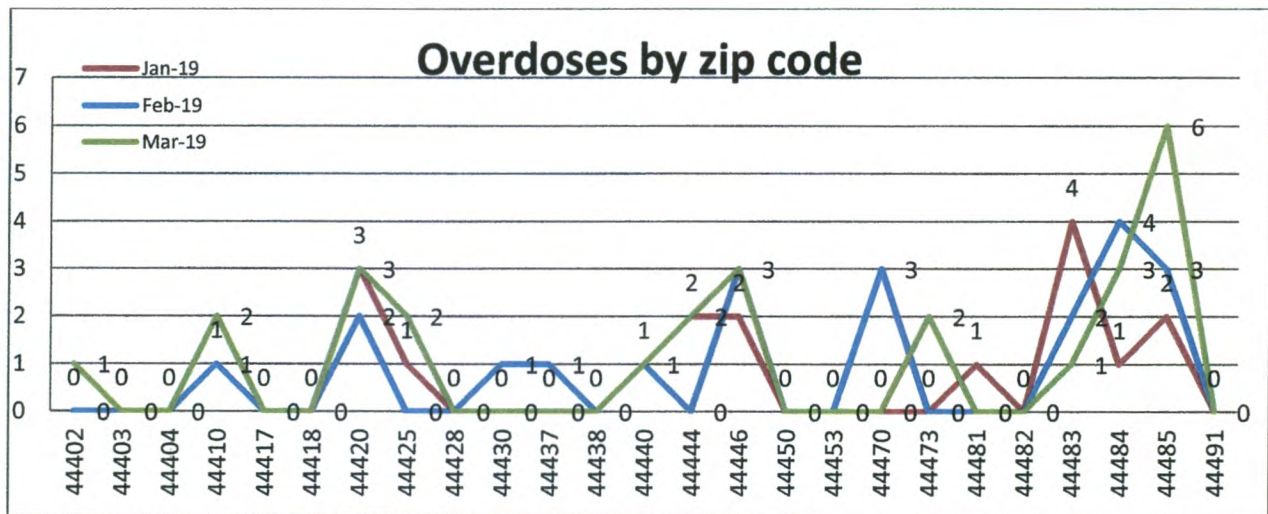


Figure 2. Gender distribution of overdose-related ED visits; Trumbull County; March 2019

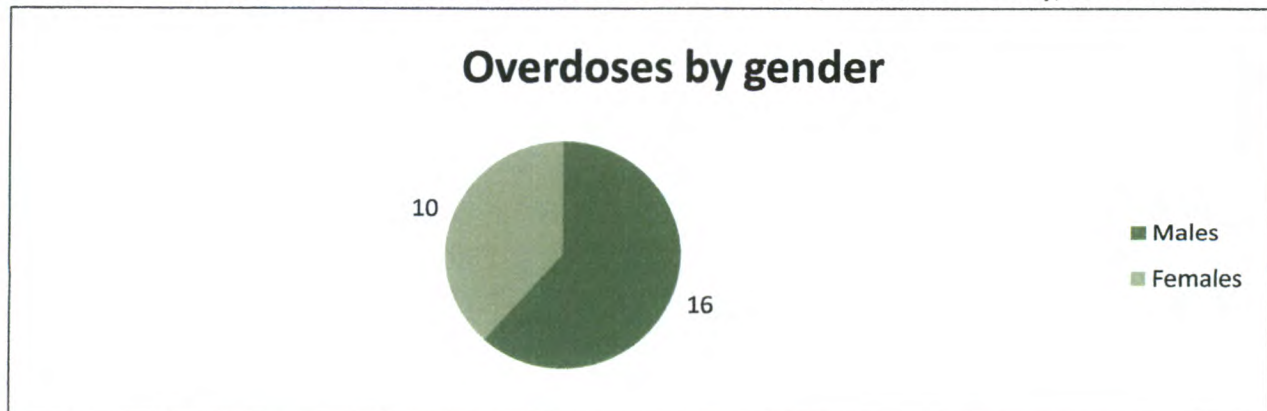
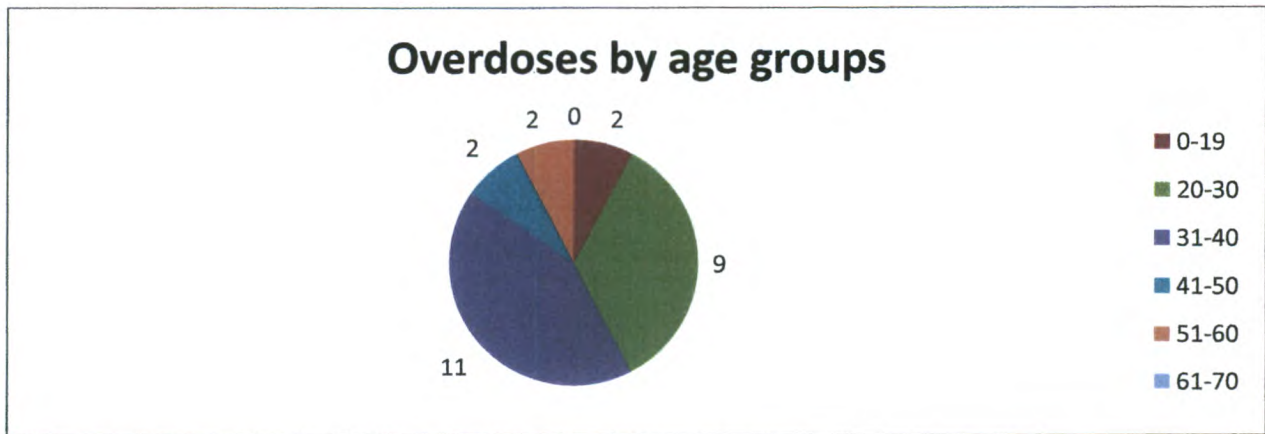


Figure 3. Age distribution of overdose-related ED visits; Trumbull County; March 2019



Age distribution of overdose-related ED visits for March revealed “mean age” of 33 yrs. of age and “median age” of 31 yrs.

Figure 4. The days of the week that the overdoses occurred in Trumbull County; March 2019.

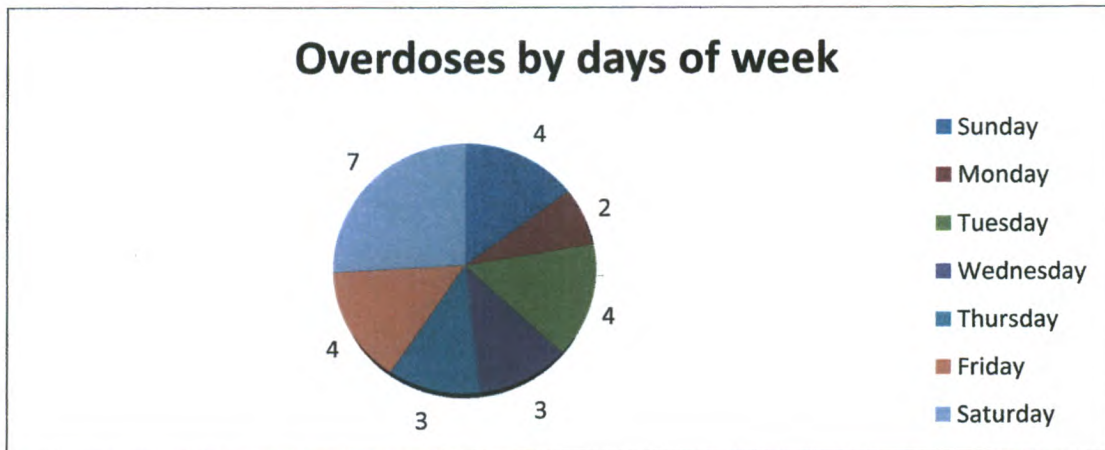
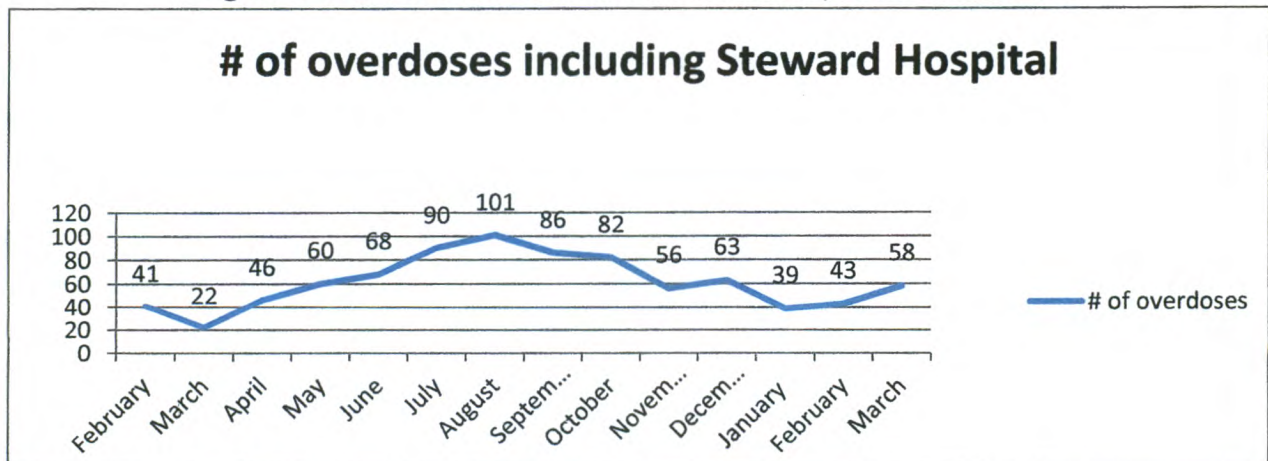


Figure 5. Chart of total overdoses from February 2018- March 2019







2019 Data compiled by the Trumbull County Combined Health District



**Public Health**  
Prevent. Promote. Protect.

MTD cumulative totals (\*Steward Hospital #s reported separately)

Zip Code	Number	Percent	Age Range	Number	Percent	Days of the Week	Number	Percent
44402	1	1.54%	0-19	6	9.23%	Monday	10	15.38%
44403	0	0.00%	20-30	22	33.85%	Tuesday	10	15.38%
44404	0	0.00%	31-40	21	32.31%	Wednesday	11	16.92%
44410	4	6.15%	41-50	10	15.38%	Thursday	8	12.31%
44417	0	0.00%	51-60	3	4.62%	Friday	9	13.85%
44418	0	0.00%	61-70	2	3.08%	Saturday	9	13.85%
44420	8	12.31%	71-90	1	1.54%	Sunday	8	12.31%
44425	3	4.62%	<b>Total</b>	<b>65</b>	<b>100.00%</b>	<b>Total</b>	<b>65</b>	<b>100.00%</b>
44428	0	0.00%	<b>Gender</b>	<b>Number</b>	<b>Percent</b>			
44430	1	1.54%	Male	43	66.15%			
44437	1	1.54%	Female	22	33.85%			
44438	0	0.00%	<b>Total</b>	<b>65</b>	<b>100.00%</b>			
44439	0	0.00%	<b>*Hospital Steward</b>					
44440	3	4.62%	January	21		January	18	27.69%
44444	4	6.15%	February	22		February	21	32.31%
44446	8	12.31%	March	32		March	26	40.00%
44450	0	0.00%	April			April		0.00%
44453	0	0.00%	May			May		0.00%
44470	3	4.62%	June			June		0.00%
44473	2	3.08%	July			July		0.00%
44481	1	1.54%	August			August		0.00%
44482	0	0.00%	September			September		0.00%
44483	7	10.77%	October			October		0.00%
44484	8	12.31%	November			November		0.00%
44485	11	16.92%	December			December		0.00%
44491	0	0.00%	<b>*Total</b>	<b>75</b>		<b>Total</b>	<b>65</b>	<b>100.00%</b>
<b>Total</b>	<b>65</b>	<b>100.00%</b>						



# NECO 2019 Public Health Functional Exercise

---

## After-Action Report/Improvement Plan

Exercise    Event    Real-World Response

**Deliverable Submission Type** Deliverable Reimbursement and Capability Credit

**Date of Exercise, Event, or Real-World Response** 1/17/2019

**Date AAR/IP Submitted** 3/25/2019

**Subrecipient Name** Trumbull County Combined Health District

The After-Action Report/Improvement Plan (AAR/IP) aligns exercise objectives with preparedness doctrine to include the National Preparedness Goal and related frameworks and guidance. Specific to this report, the exercise objectives align with the Public Health Preparedness Capabilities: National Standards for State and Local Planning. Exercise information required for preparedness reporting and trend analysis is included.



## EXERCISE OVERVIEW

Exercise or Event Name	NECO 2019 Public Health Functional Exercise
Exercise or Event Dates	January 17, 2019
Scope	This is a Functional Exercise (FE) that was conducted on January 17, 2019 and exercise participation was limited to public health only. The Trumbull County Combined Health District's DOC participants included Trumbull County Combined Health District staff and Warren City Health District staff.
Mission Area(s)	Mitigation and Response
PHEP Capabilities	<p>PHEP Capability #3: Emergency Operations Coordination</p> <p>PHEP Capability #4: Emergency Public Information and Warning</p> <p>PHEP Capability #6: Information Sharing</p> <p>PHEP Capability #13: Public Health Surveillance/Epidemiological Investigation</p>
Objectives	<p><b>Objective #1:</b> Activate public health operations within the initial stages of operations to assess and respond to the public health emergency.</p> <p><b>Objective #2:</b> Promote situational awareness among incident stakeholders at all levels of government throughout the public health incident.</p> <p><b>Objective #3:</b> Activate the departmental/jurisdictional emergency public information system within the initial stages of operations to respond to the public health incident.</p> <p><b>Objective #4:</b> Establish and participate in information system operations through the duration of the incident with internal and external stakeholders to support public information and information sharing initiatives.</p> <p><b>Objective #5:</b> Establish and conduct public interaction and information exchange throughout the duration of the public health incident.</p> <p><b>Objective #6:</b> Issue public information alerts, warnings and notifications to internal and external stakeholders throughout the duration of the public health incident.</p> <p><b>Objective #7:</b> Identify and /or develop rules and data elements for the sharing of information throughout the duration of the public health incident.</p> <p><b>Objective #8:</b> Exchange information throughout the duration of the public health</p>



	<p>incident to determine and establish situational awareness and the development of a common operational picture.</p> <p><b>Objective #9:</b> Conduct public health surveillance and detection for the duration of the public health incident.</p> <p><b>Objective #10:</b> Conduct public health and epidemiological investigations for the duration of the public health incident.</p> <p><b>Objective #11:</b> Recommend, monitor and analyze actions to mitigate a public health threat and monitor the effectiveness of current public health operations for the duration of a public health incident.</p>
<p><b>Threat or Hazard</b></p>	<p>Infectious / Communicable Disease (Hepatitis A)</p>
<p><b>Scenario/Event Catalyst</b></p>	<p>A non-profit religious organization that provides traveling religious outreach services to low-income, poverty, and/or homeless communities recently traveled to Trumbull County during the 2018 holiday season. On January 17, 2019, a public health investigation conducted by the Michigan Department of Health and Human Services has identified multiple cases of hepatitis A associated to the organization in question. At the direction of the Ohio Department of Health, jurisdictions are asked to conduct a general investigation into the organizations activities during the 2018 holiday season and plan accordingly to mitigate/ and or prepare for public health operations if a hazard is present.</p>
<p><b>Sponsor/Lead Agency</b></p>	<p>Trumbull County Combined Health District/ODH Public Health Preparedness Grant NECO Exercise Design Team</p>
<p><b>Participating Organizations</b></p>	<p>Total number of organization participants: 13 from 2 health departments.</p>
<p><b>Primary Point of Contact</b></p>	<p>Kathy Parrilla RN, PHN Trumbull County Combined Health district 176 Chestnut Ave. NE Warren, Ohio 44483 330-675-7818 <a href="mailto:heparril@co.trumbull.oh.us">heparril@co.trumbull.oh.us</a></p>

## EXECUTIVE SUMMARY

The NECO 2019 Public Health Functional Exercise, which occurred on January 17, 2019, was conducted to test various public health and emergency management requirements related to an infectious/communicable disease outbreak (Hepatitis A). The exercise was scoped to test this hazard examining, in detail, Trumbull County Combined Health District's (TCCHD) local preparedness and coordination efforts, TCCHD's ability to sustain the operation, examine TCCHD's information sharing modalities and practices to support coordination and situational awareness. Trumbull County utilized WebEOC as a method of conveying and monitoring situational awareness in the county as well as within the additional public health departments participating in the exercise. WebEOC was a valuable tool in the monitoring of situational awareness throughout the exercise. Trumbull County gained insight, through the functional exercise, into the capability and continuity of Trumbull County's epidemiological response within the county.

The purpose of this report is to analyze exercise results, identify strengths to be maintained and built upon, identify potential areas for further improvement, and support development of corrective actions.

### Major Strengths

The major strengths identified during this incident are as follows:

- Trumbull County Combined Health District (TCCHD) identified that staff has continued to demonstrate an increase in the familiarity and knowledge of the ICS forms utilized during the exercise and that has led to the development of an effective IAP that was easily followed and amended during the exercise.
- TCCHD identified that the knowledgeable leadership of the administration in the TCCHD Department of Operations Center (DOC) resulted in staff demonstrating knowledge of their roles and responsibilities throughout the exercise. The knowledge of the staff in epidemiology surveillance was strong in developing the Epidemiological curve, attack rate and statistical data which resulted in the successful identification of the person of interest and suspected vehicle of transmission.
- TCCHD identified the stellar communication and collaboration between the internal partners within the DOC as a major strength which supported a common operating picture throughout the exercise.



## Primary Areas for Improvement

During the hot wash several opportunities for improvement were identified, however, only one capability/objective resulted in an M capability rating (Performed with Major Challenges) during the actual exercise play.

- TCCHD identified the need to engage partners such as political leaders, law enforcement and fire personnel to be present during our exercises since that is the venue in which our emergency plans are reviewed and should prepare us for a real world incident. If such an incident would occur, all disciplines would be collaborating to curtail such an incident. TCCHD also identified a need for additional support staff, e.g. secretaries, to be present during an exercise to allow key players to be available to address major injects that occurs during the exercise.
- TCCHD identified that there seems to be a continuing need to develop more effective methods to collaborate and improve information sharing between jurisdictions and external partners during an exercise.
- TCCHD identified the major area of improvement that resulted from exercise play was that an alternate plan needs to be in place in the event that the Trumbull County Emergency Management Agency's (EMA) director is not available during an incident or event in Trumbull County.

In Summary, Trumbull County was 100% successful in testing the four (4) capabilities, eleven (11) functions and twenty three (23) tasks tested/evaluated during the exercise. Trumbull County reported the following information regarding task ratings:

- Performed without Challenges (P) Rating: 22
- Performed with Some Challenges (S) Rating: 0
- Performed with Major Challenges (M) Rating: 1
- Unable to be Performed (U) Rating: 0

The Trumbull County Combined Health District was satisfied with the overall result of the NECO 2019 Public Health Functional Exercise. The 100% rating at the Trumbull County DOC indicates that the exercise allowed Trumbull County to test and evaluate the capabilities, objectives and tasks adequately. Participant feedback forms were positive reflecting the overall satisfaction in the scope of the exercise play, the evaluation process and the performance of all participants in the Trumbull County DOC.



## CAPABILITY RATINGS

Aligning exercise objectives and Public Health Emergency Preparedness (PHEP) capabilities provides a consistent taxonomy for evaluation that transcends individual exercises and real-world responses to support preparedness reporting and trend analysis. The **Ohio Department of Health (ODH) \*Exercise Event Review Form HEA 1101** shows the analysis of PHEP Capabilities. Ratings are assigned by the subrecipient to PHEP capability tasks evaluated during a Functional Exercise (FE)/Full-Scale Exercise (FSE) or demonstrated during a real-world event. PHEP Function ratings will be assigned by ODH. All ratings on the **\*Exercise Event Review Form (EERF) HEA 1101** are required to be detailed/expanded upon in the capability analysis section of this AAR/IP to support the EERF ratings.

### Definitions for the EERF Capability Ratings Scale

**P - Performed without Challenges:** The PHEP tasks associated with the capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws.

**S - Performed with Some Challenges:** The PHEP tasks associated with the capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified.

**M - Performed with Major Challenges:** The PHEP tasks associated with the capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws.

**U - Unable to be Performed:** The PHEP tasks associated with the capability were not performed in a manner that achieved the objective(s).

**N – Not observed:** Use this rating if the evaluator did not observe the PHEP task.



## PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP) CAPABILITY ANALYSIS

The following sections provide an overview of the performance related to each exercise objective and associated PHEP capability, highlighting strengths and areas for improvement. The analysis below is directly linked to the ODH *\*Exercise Event Review Form (EERF) HEA 1101* PHEP capability activity ratings and list of applicable reference documents.

**Objective 1: Activate the public health emergency operations within the initial stages of operations to assess and respond to the public health emergency.**

### *Public Health Domain: Incident Management*

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.

### *Capability: PHEP Capability #3 Emergency Operations Coordination*

#### Strengths

The partial capability level can be attributed to the following strengths:

**Strength:** No strengths were identified for this task since the task received an M-Performed with Major Challenges rating.

#### Areas for Improvement

The following areas require improvement to achieve the full capability level:

**Area for Improvement 1:** TCCHD identified a complication at the start of the exercise. The EMA director was unable to participate in the exercise and no EMA back up was provided.

#### *Reference:*

- TCCHD Emergency Response Plan-Basic Plan. Attachment IV for ADM-1480: TCCHD and Trumbull County EOC Interface Procedures. (Revised 10/25/2017).

**Analysis:** TCCHD reported during the hot wash and through their participant feedback forms that the difficulty in achieving full capability level was due to the following factors:

- The inability of the EMA Director to participate in the exercise and the notification of her status immediately prior to the start of the exercise.
- Failure of the EMA Director to provide back up in her absence.

This task was rated as M (performed with major challenges) due to the EMA director being unable to participate in the exercise. Since this notification occurred immediately prior to the



start of the exercise it created a difficulty when assigning roles in the DOC. The EMA director was, initially, the individual that was going to utilize WebEOC during the exercise and her absence caused a need to reexamine the assigning of roles and responsibilities in the DOC. The situation went against plans and policies developed by TCCHD. Additionally, limited TCCHD staff have access to WebEOC. In a real world situation TCCHD would work closely with our EMA. Although the above area of improvement exists, TCCHD DOC evaluator noted that the participants were able to make adjustments in roles and responsibilities by placing the DON in the WebEOC role and move forward with the exercise. (Function 2, Tasks 1,3,5)

## **Objective 2: Promote situational awareness among incident stakeholders at all levels of government throughout the public health response.**

### ***Public Health Domain: Incident Management***

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.

### ***Capability: PHEP Capability #3 Emergency Operations Coordination***

#### **Strengths**

The full capability level can be attributed to the following strengths:

**Strength 1:** Situational awareness was maintained throughout the exercise. All staff understood their roles and were knowledgeable and comfortable with using the various forms of communications throughout the exercise. (Function 4, Task 3)

**Strength 2:** Situational awareness modalities that were utilized throughout the exercise included: HAN alerts that were disseminated to health care providers in the county, and health department staff was alerted to the situation through the WENS system used by TCCHD. Throughout the exercise staff sent and received OPHCS alerts to keep local and regional stakeholders informed of the situation. The Incident Commander conducted briefings, with the staff, throughout the exercise and TCCHD conducted a POD call down to alert stakeholders of the possible need to open a POD during the incident. TCCHD determined that one of the most effective ways to disseminate situational awareness was through the use of WebEOC. WebEOC allowed TCCHD to disseminate information to other jurisdictions to keep them up to date with Trumbull County activities and conversely was able to monitor the situation in other jurisdictions as well. (Function 4, Task 3)

#### **Areas for Improvement**

No Areas for Improvement were identified pertaining to the above mentioned objective. This task received a P-Performed without Challenge rating.



**Objective 3: Activate the departmental/jurisdictional emergency public information system within the initial stages of operations to respond to the public health incident.**

***Public Health Domain: Information Management***

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.

***Capability: PHEP Capability #4 Emergency Public Information & Warning***

**Strengths**

The full capability level can be attributed to the following strengths:

**Strength 1:** TCCHD activated ICS and identified their PIO according to plans and policies. The Public Information Officer (PIO) was present at the DOC from the start of the exercise until it was completed. The PIO began preparing a message for public situational awareness and/or press release if needed by 8:50am. The PIO was working on messages throughout the exercise. (Function 1, Task 4)

**Strength 2:** The PIO was present throughout the exercise and was stationed in the same room as all participants. This enabled the PIO to observe all activities associated with the incident which kept him current with the incident as it unfolded. (Function 1, Task 5)

**Strength 3:** TCCHD utilized the HAN Alert to be able to convey information to the health care providers in Trumbull County regarding the status of the situation involving the exercise incident. Press releases were developed by the Trumbull County PIO throughout the exercise and were disseminated to various entities such as: the media, healthcare providers, food pantries, food service and establishments. ODRS was also used to gather pertinent information about the incident. TCCHD and WCHD (Warren City Health District) developed a unified message to be utilized when individuals of the public called for an update that would answer their questions and provide accurate information regarding the incident. TCCHD utilized their social media (Facebook and Twitter) to educate the public as well. (Function 1, Task 6)

**Areas for Improvement:**

No Areas for Improvement were identified pertaining to the above mentioned objective. This task received a P-Performed without Challenge rating.

**Objective 4: Establish and participate in information system operations through the duration of the incident with internal and external stakeholders to support public information and information sharing initiatives.**

***Public Health Domain: Information Management***

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.



## ***Capability: PHEP Capability #4 Emergency Public Information & Warning***

### **Strengths**

The full capability level can be attributed to the following strengths:

**Strength 1:** The PIO was working very closely with the Command staff in developing all messages throughout the exercise. Messages were approved by the staff prior to release which resulted in excellent collaboration throughout the exercise. Plans and strategies that were developed: 1. Inform area health care providers on the situation so they can be aware if patients with Hepatitis A present at their office or facility; 2. Inform and educate the public about Hepatitis A infection, symptoms, control and prevention; 3. Unified message from TCCHD and WCHD to media and staff at health departments that are manning the hot lines and at the DOC; and 4. Press releases were developed to disseminate to media, food pantries, shelters and surrounding counties. (Function3, Task 1)

**Strength 2:** For this incident there was only one PIO being utilized. No Joint Information Center (JIC) was formed since the two local health departments worked together on the incident and combined resources at the TCCHD DOC. (Function 3, Task 2)

### **Areas for Improvement**

No Areas for Improvement were identified pertaining to the above mentioned objective. This task received a P-Performed without Challenge rating.

## **Objective 5: Establish and conduct public interaction and information exchange throughout the duration of the public health incident.**

### ***Public Health Domain: Information Management***

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.

## ***Capability: PHEP Capability #4 Emergency Public Information & Warning***

### **Strengths**

The full capability level can be attributed to the following strengths:

**Strength 1:** The activation of public information modalities to address inquiries submitted by the public or members of the media was successful in meeting the demand. Evaluation also indicated that the PIO information was provided through press releases and social media avenues utilized by the health department. Messages were also disseminated through the WebEOC format as well. Unified messages were developed by the PIO that included both of the local health departments participating in the TCCHD DOC. (TCCHD and WCHD). (Function 4, Task1)



### **Areas for Improvement**

No Areas for Improvement were identified pertaining to the above mentioned objective. This task received a P-Performed without Challenge.

## **Objective 6: Issue public information alerts, warning, and notification to internal and external stakeholders throughout the duration of the public health incident.**

### ***Public Health Domain: Information Management***

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.

### ***Capability: PHEP Capability #4 Emergency Public Information & Warning***

#### **Strengths**

The full capability level can be attributed to the following strengths:

**Strength 1:** The sharing of public information material through various modalities included email, phone, secure fax, WENS, social media, (Facebook and Twitter), OPHCS and WebEOC. Information was directed to local participating agencies and to regional agencies as warranted. Modalities used to convey information were internally oriented and shared primarily through WebEOC. Information was also shared by calling various agencies through the SimCell that contained mitigation, preventive measures and Hepatitis A Information (signs and symptoms) and any additional information summarizing the events which necessitated the public health response to support local awareness. (Function 5, Task 3)

#### **Areas for Improvement**

No Areas of Improvement were identified pertaining to the above mentioned objective. This task received a P-Performed without Challenge rating.

## **Objective 7: Identify and/or develop rules and data elements for the sharing of information throughout the duration of the public health incident.**

### ***Public Health Domain: Information Management***

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.



### ***Capability: PHEP Capability #6 Information Sharing***

#### **Strengths**

The full capability level can be attributed to the following strengths:

**Strength 1:** Successful sharing of information occurred through the course of the exercise to support stakeholder situational awareness. The major data elements for each inject (expected actions such as vaccine availability, vaccination clinic planning, incident objective planning/IAP development, press release etc.) were adequately addressed. Information was shared in accordance with security and privacy information sharing policies, and no violations were identified. (Function 2, Task 2)

#### **Areas for Improvement**

No Areas of Improvement were identified pertaining to the above mentioned objective. This task received a P-Performed without Challenge rating.

### **Objective 8: Exchange information throughout the duration of the public health incident to determine and establish situational awareness and the development of a common operating picture.**

#### ***Public Health Domain: Information Management***

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.

### ***Capability: PHEP Capability #6 Information Sharing***

#### **Strengths**

The full capability level can be attributed to the following strengths:

**Strength 1:** The general exchange of information conducted through the information sharing modalities that were used during the exercise, were sufficient to produce real time situation awareness and supported the development of a common operating picture. Throughout the exercise TCCHD successfully utilized OPHCS and WebEOC along with the traditional methods such as phones, emails and fax. (Function 3, Task 1, 2, 3)

**Strength 2:** Authenticity was verified with message senders or information requestors and public health alerts were received and acknowledged. TCCHD evaluator observed participants confirming OPHCS alerts on their cell phones or through their emails. All players were knowledgeable of all the tools available to them to conduct exchange of information and for providing situational awareness. The players all knew how to initiate the task with each tool and then how and when to respond to an alert/message. (Function 3, Task 4,5)



### **Areas for Improvement**

No Areas for Improvement were identified pertaining to the above mentioned objective. This task received a P-Performed without Challenge rating.

## **Objective 9: Conduct public health surveillance and detection for the duration of the public health incident.**

### ***Public Health Domain: Biosurveillance***

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.

### ***Capability: PHEP Capability #13 Public Health Surveillance & Epidemiological***

#### **Strengths**

The full capability level can be attributed to the following strengths:

**Strength 1:** TCCHD players contacted the local hospitals through the SimCell to obtain information as to whether or not they are seeing cases or suspected cases of Hepatitis A. TCCHD notified the area health care providers with a situation update and asked that they notify the health departments of any cases or suspected Hepatitis A cases that they may see. TCCHD logged into ODRS to review cases of Hepatitis A and to get a baseline number. TCCHD continued enhanced surveillance through ODRS as well as through Epicenter. TCCHD reached out to the GLEM church to obtain information on the number and contact information of the people that attended the dinner in order to begin their investigation. Surveillance was maintained using all programs, systems, and communication available to the health department. (Function 1, Task 1,2)

**Strength 2:** TCCHD shared statistical data through HAN alerts to area health care providers and health departments involved in the public health incident. TCCHD reached out to high risk populations through press releases and other available social media platforms such as Twitter and Facebook to shelters, food pantries, and local residents. The objective tested TCCHD's ability to develop an epidemiological report capturing the following elements: Case Definition, Demographic Overview, Epi Curve, and Attack Rate. TCCHD was able to produce the report which included all four (4) elements. The report successfully identified the suspected vehicle and the person of suspicion applicable to the Hepatitis A scenario. Data that was shared to WebEOC included Epi Curve, attack rate and demographics. (Function 1, Task 3)

### **Areas for Improvement**

No Areas for Improvement were identified pertaining to the above mentioned objective. This task received a P-Performed without Challenge rating.



**Objective 10: Conduct public health and epidemiological investigations for the duration of the public health incident.**

***Public Health Domain: Biosurveillance***

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.

***Capability: PHEP Capability #13 Public Health Surveillance & Epidemiological***

**Strengths**

The full capability level can be attributed to the following strengths:

**Strength 1:** TCCHD contacted a health department in another jurisdiction (Holmes Co.) when it was discovered that a case on TCCHD’s list belonged to their jurisdiction. Information was shared with that jurisdiction in accordance with TCCHD’s plans and policies. TCCHD was able to share investigation results to appropriate partners through the utilization of OPHCS and WebEOC and to disseminate information to other jurisdictions, ODH and federal partners. (Function 2, Task 3)

**Areas for Improvement**

No Areas for Improvement were identified pertaining to the above mentioned objective. This task received a P-Performed without Challenge rating.

**Objective 11: Recommend, monitor, and analyze actions to mitigate a public health threat and monitor the effectiveness of current public health operations for the duration of the public health incident.**

***Public Health Domain: Biosurveillance***

The strengths and areas for improvement for each PHEP capability aligned to this objective are described in this section.

***Capability: PHEP Capability #13 Public Health Surveillance & Epidemiological***

**Strengths**

The full capability level can be attributed to the following strengths:

**Strength 1:** TCCHD reported successful analysis and planning of mitigation, prevention, and response measures to meet the needs of the exercise. Upon analysis of the WebEOC content, TCCHD developed strategies and tactics appropriate to address the exercise scenario. Strategies and tactics included: identifying vaccine availability in Trumbull County, vaccine clinic planning which included the possibility of opening a POD in accordance with county medical countermeasures/vaccination plans, risk prevention, and mitigation measures. MRC members were alerted that there may be a need for their assistance with staffing the POD if warranted.



Evaluated the number and probable cases and offered vaccines to those individuals and their household contacts. Priority was given to high risk populations such as educating food services and establishments and encourages their following of Employee Health Policies related to hepatitis A. TCCHD notified ODH of the number of cases confirmed and probable in the county as well as the number of vaccine doses needed to vaccinate them and their household contacts. The TCCHD Medical Director was also notified of the situation and updated throughout the exercise. These plans were reviewed collaboratively to identify an appropriate strategy and public outreach/education to address the hazard. Public health officials in the DOC discussed decisions

to support mitigation in accordance with policies and plans. TCCHD evaluator noted that this was done in compliance with plans and procedures. (Function 3, Task 1, 2)

### **Areas for Improvement**

No Areas of Improvement were identified pertaining to the above mentioned objective. This task received a P-Performed without Challenge rating.

## CONCLUSION

The NECO 2019 Public Health Functional Exercise was marked as an overall success for Trumbull County. The exercise was designed to establish a positive learning environment for players to evaluate local and regional capabilities and exercise emergency response plans, policies and procedures as they pertain to a disaster significant to warrant a local response. The scenario created an opportunity for exercise players to respond to the incident and perform the coordination and decision making activities that allow them to successfully manage a response.

The demonstrated capabilities for this exercise were:

**Capability #3:** Emergency Operations Coordination

**Capability #4** Emergency Public Information and Warning

**Capability #6:** Information Sharing

**Capability# 13** Public Health Surveillance/Epidemiological Investigation

The following strengths and improvements were identified through the TCCHD DOC Evaluator, the hot wash and/or participant feedback forms:

### Strengths:

- Trumbull County Combined Health District (TCCHD) identified that staff has continued to demonstrate an increase in the familiarity and knowledge of the ICS forms utilized during the exercise and that has led to the development of an effective IAP that was easily followed and amended during the exercise.
- TCCHD identified that the knowledgeable leadership of the administration in the TCCHD Department of Operations Center (DOC) resulted in staff demonstrating knowledge of their roles and responsibilities throughout the exercise. The knowledge of the staff in epidemiology surveillance was strong in developing the Epidemiological curve, attack rate and statistical data which resulted in the successful identification of the person of interest and suspected vehicle of transmission.
- TCCHD identified the stellar communication and collaboration between the internal partners within the DOC as a major strength which supported a common operating picture throughout the exercise.

### Areas of Improvement:

- TCCHD identified the need to engage partners such as political leaders, law enforcement and fire personnel to be present during our exercises since that is the venue in which our emergency



plans are reviewed and should prepare us for a real world incident. If such an incident would occur, all disciplines would be collaborating to curtail such an incident. TCCHD also identified a need for additional support staff to be present during an exercise to allow key players to be available to address major injects that occur during the exercise.

- TCCHD identified that there seems to be a continuing need to develop more effective methods to collaborate and improve information sharing between jurisdictions and external partners during an exercise.

- TCCHD identified the major area of improvement that resulted from exercise play was that an alternate plan needs to be in place in the event that the Trumbull County Emergency Management Agency's (EMA) director is not available during an incident or event in Trumbull County.

The NECO 2019 Public Health Functional Exercise provided Trumbull County the opportunity to validate plans, procedures and test our capability to respond to an incident that involved Hepatitis A and the need for Epidemiological Surveillance and Investigation. The increased familiarity and knowledge, by the staff, in the utilization of the ICS forms and the strong knowledge in epidemiological surveillance enhanced the success of the performance of the participants in the TCCHD DOC during the exercise. The major area of improvement to be addressed is the need for alternate/back up plan should the EMA Director not be available during a public health incident in which the director is needed. TCCHD Administration as well as the TCCHD EPC will meet and work with the EMA Director to develop a policy/procedure to address that need/gap. The other areas of improvement were identified during the hot wash, however, they did not result in a rating below P when evaluating the capability analysis.

In summary, Trumbull County was 100% successful in testing the four (4) capabilities, eleven (11) functions and twenty three (23) tasks tested/evaluated during the exercise.



The Trumbull County  
Special Needs Registry  
is a cooperative effort  
between the Trumbull  
County Board of Com-  
missioners and the  
Trumbull County 911  
Dispatch Center.



---

### Trumbull County Commissioners

Trumbull County Administration Building  
160 High St. NW, 5th Floor  
Warren, OH 44481  
Phone: (330) 675-2451



---

### Trumbull County 911 Dispatch Center

Trumbull County 911 Dispatch Center  
911 Howland Wilson Rd. NE  
Warren, OH 44484  
Dial 911 in an emergency  
Special Needs Phone: (330) 675-7966



The Special Needs Registry  
allows citizens with special  
needs the opportunity to  
provide information to  
emergency response  
agencies, so first responders  
can better plan to serve them  
in an emergency.

---

### *Trumbull County 911 Dispatch Center*

**Special Needs Phone:**  
**(330) 675-7966**  
**Dial 911 in an  
emergency**



## About the Trumbull County Special Needs Registry

The Trumbull County Special Needs Registry is operated by the Trumbull County Board of Commissioners and is administered by the Trumbull County 911 Dispatch Center.



The purpose of the registry is to help you and your loved ones prepare for an emergency event before it happens, by providing special needs awareness to first responders.

Individuals may register information regarding their (or their child's or other care dependent's) special needs such as physical or mental ailments.

Police, fire, and ambulance personnel will then be made aware of your special needs and be better prepared to provide the necessary assistance.

The registry is voluntary and the information submitted provides the Trumbull County 911 Dispatch Center the opportunity to have important data on file with 911 operators in the event there is an emergency in your home.

Examples of a special need may include:

- ◆ Use of a life support system such as oxygen, respirator, ventilator, dialysis, pacemaker, or insulin;
- ◆ Mobility disabilities, use of a wheelchair, scooter, walker, cane, or other mobility device;
- ◆ Visual or hearing impairment;
- ◆ Speech, cognitive, developmental or mental health disabilities; or
- ◆ Use of assistive animals or prostheses



### How to Register

A simple form is now available from the Trumbull County Board of Commissioners, which allows individuals with special needs to submit their information to the Trumbull County 911 Special Needs Registry. Contact the Trumbull County 911 Dispatch Center at (330) 675-7966 or email [erdivies@co.trumbull.oh.us](mailto:erdivies@co.trumbull.oh.us) Attention Mauro DiVieste, 911 Special Needs Registry Coordinator or attain forms at...

[www.trumbull911.co.trumbull.oh.us](http://www.trumbull911.co.trumbull.oh.us)

Registration is voluntary. Please consider utilizing this community service and register today.

If you cannot complete the form yourself, a family member, caregiver, or other authorized representative may complete the enrollment form on your

Trumbull County 911 Dispatch

Trumbull County 911 Dispatch Center  
911 Howland Wilson Rd. NE  
Warren, OH 44484

Dial 911 in an emergency  
Special Needs Phone: (330) 675-7966

Trumbull County Combined Health District  
Nursing Department Board Report

---

ACRONYMS

**TCCHD: TRUMBULL COUNTY COMBINED HEALTH DISTRICT**

**ODH: OHIO DEPARTMENT OF HEALTH**

**CDC: CENTER FOR DISEASE CONTROL**

**ODRS: OHIO DISEASE REPORTING SYSTEM**

**DAWN: DEATHS AVOIDED WITH NALOXONE**

**MQT: MOM'S QUIT FOR TWO—AKA: BMTF: BABY AND ME TOBACCO FREE**

**CFK: CRIBS FOR KIDS**

**GVO: GET VACCINATED OHIO**

**PHEP: PUBLIC HEALTH EMERGENCY PLAN**

**PDOP: PRESCRIPTION DRUG OVERDOSE PROGRAM**

**HMG: HELP ME GROW**

**MIECHV: MATERNAL INFANT EARLY CHILDHOOD HOME VISITING**

**MCH: MATERNAL CHILD HEALTH**

**BCMh: BUREAU OF CHILDREN WITH MEDICAL HANDICAPS**

**TUPCP: TOBACCO USE PREVENTION & CESSATION PROGRAM**





# TRUMBULL COUNTY COMBINED HEALTH DISTRICT

*"Building a Healthy Community"*

Frank J. Migliozi, MPH, REHS/RS

Health Commissioner

176 Chestnut N.E. • Warren, Ohio 44483

www.tcchd.org



**Public Health**  
Prevent. Promote. Protect.

Kris Wilster, MPH, RS/REHS  
Director of Environmental Health Report

April 24, 2019

- Permits & Applications for March 2019:
  - Residential Septic .....42
  - Private Water Systems .....12
  - Plumbing – Residential .....40
  - Plumbing – Commercial .....6
  - Real Estate Applications .....57
  
- Inspections for March 2019:
 

<ul style="list-style-type: none"> <li>- Private Water Systems .....20</li> <li>- Plumbing .....87</li> <li>- Manufactured Home Parks ....6</li> <li>- Schools .....16</li> <li>- Public Pools/Spas .....5</li> <li>- Tattoo &amp; Body Piercing .....8</li> <li>- Campgrounds .....0</li> <li>- Food Service Operations .....153</li> <li>- Food Service Mobile Units ....15</li> <li>- Food Service Temporary Units .....0</li> <li>- Retail Food Establishments ...59</li> <li>- Mosquito Investigations .....0</li> <li>- Institution Inspections .....1</li> <li>- Nuisances – Sewage .....4</li> </ul>	<ul style="list-style-type: none"> <li>- Nuisances – Solid Waste .....59</li> <li>- Nuisances – Housing .....8</li> <li>- Nuisances – Grass .....0</li> <li>- Rodent Control (Complaints) .....0</li> <li>- Real Estate Evaluations .....133</li> <li>- Residential Sewage .....183</li> <li>- O &amp; M Sampling .....155</li> <li>- Semi-Public Sewage Systems .....62</li> <li>- Solid Waste Landfill .....0</li> <li>- C&amp;DD .....1</li> <li>- Smoking Investigations .....3</li> <li>- Water Sampling and Baseline Sampling of Water for Oil &amp; Gas Drilling .....24</li> <li>- Other: .....0</li> </ul>
--	---
  
- Administrative Hearings Scheduled for March 2019:
 

<ul style="list-style-type: none"> <li>- Private Water Systems .....0</li> <li>- Sewage Complaints .....0</li> <li>- Real Estate Upgrades .....22</li> <li>- Animal Complaints .....0</li> <li>- Other: .....0</li> </ul>	<ul style="list-style-type: none"> <li>- Solid Waste .....2</li> <li>- Point of Sale .....10</li> <li>- Sewer Tie Ins .....0</li> <li>- O &amp; M .....0</li> </ul>
---	---
  
- Administrative Hearing Outcomes for March 2019:
 

<ul style="list-style-type: none"> <li>- Complied .....7</li> <li>- No Shows – F &amp; O Issued ....15</li> <li>- Tabled .....1</li> </ul>	<ul style="list-style-type: none"> <li>- Consent to Board Order .....9</li> <li>- Vacant .....2</li> <li>- Cancelled .....0</li> </ul>
--	--
  
- Attached please find the status updates on the Board’s Findings & Order’s cases



**Board's Findings Orders Update  
TCCHD**

Last Name	First Name	Violation Address	Township	Program/Type	Date of Board Meeting	Findings & Orders	Time-frame	Status
Stein	Charles & Janet	2037 Niles Cortland	Bazetta	sewer tie in	1/9/18	Connect to available sewer line & abandon tank	60 days	Bill Makosky turned in drawing for sewer 3/19/19
Adkins Jr.	Glen E.	5636 Amy Boyle Rd.	Brookfield	PWS	1/18/18	Submit PWS sealing permit & seal well	30 days	for one year - 12/20/18 changed to Alteration permit
Miller	Daniel & Leah	4710 Larson West	Farmington	PWS	6/7/18	Submit PWS sealing permit with fee & seal well or bring into compliance	30 days	Permit issued 8/17/18 - good for one year
Fisher	William & Elma	3160 Houseel Craft	Farmington	Real estate	6/14/18	and complete installation	90 days	On lot Preliminary 10/17/18
KRV Construction		5079 Hoagland Blackstubb	Mecca	Solid Waste complaint	6/28/18	Cease & desist bringing additional material onsite	Ohio EPA okay	3/14/19 Rod to check
Kawecki	Samuel	1608 Keefer	Liberty	real estate upgrade	8/14/18	Submit paperwork, obtain a PTI and have system installed	05/01/19	pending
Ockenfels	Michael & Andrea	1672 Shannon	Liberty	real estate upgrade	8/16/18	Submit paperwork, obtain a PTI and have system installed	11/01/18	Permit issued 10/26/18 - good for one year
Brocius	William Lee	2787 Warren Meadville	Bazetta	PWS	8/23/18	Submit PWS sealing permit with fee & seal well or bring into compliance	30 days	Permit issued 9/26/18 - good for one year
Candel	Anthony R.	3310 Watson Marshall	Weathersfield	PWS	8/30/18	Submit PWS sealing permit with fee & seal well or bring into compliance	30 days	Permit issued Sept. 2018
Thomas	Thomas E.	3555 Woodside Dr.	Warren	Tank abandonment	9/6/18	Abandon septic tank	30 days	Permit to abandon tank 10/31/18
McCowin	Kenneth & Georgia	676 Youngstown Kingsville	Vienna	sewer tie in	9/11/18	Connect to available sewer line & abandon tank	60 days	10/30/18 sanitary sewer permit issued
Miller	Julie M.	680 Youngstown Kingsville	Vienna	sewer tie in	9/11/18	Connect to available sewer line & abandon tank	60 days	11/15/18 sanitary sewer permit issued
Samples	James & Lin	321 Youngstown Kingsville	Vienna	sewer tie in	9/11/18	Connect to available sewer line & abandon tank	60 days	11/6/18 plumbing permit & pumping slip
Vienna Land Co. Inc.		316 Youngstown Kingsville	Vienna	Commercial sewer tie in	9/11/18	Connect to available sewer line & abandon tank or demolish building and abandon tank & well	6 months	pending
Williams	Laurie M.	4818 Shanks Phalanx	Braceville	real estate upgrade	9/25/18	Submit paperwork, obtain a PTI and have system installed	6 months	New owner
Wolfe/Dietz	James/Lorrie	3040 Phalanx Mills Herner	Southington	real estate upgrade	10/9/18	Submit paperwork, obtain a PTI and have system installed	06/01/19	Permit issued 3/29/19
Szabo Family Trust		2675 Seifert Lewis	Hubbard	real estate upgrade	10/16/18	Submit paperwork, obtain a PTI and have system installed	90 days	Girard Court
Pequignot	Louis L.	3727 Donley	Mespo	Sewage complaint	10/18/18	Submit paperwork, obtain a PTI and have system installed	06/01/19	pending
Guy	Timothy	3467 Nelson Mosier	Braceville	Real estate	10/24/18	Submit paperwork, obtain a PTI and have system installed	06/01/19	pending
New Life Baptist Church		504 Youngstown Kingsville	Vienna	Commercial sewer tie in	10/24/18	Connect to available sewer line & abandon tank	12 months	pending



Board's Findings Orders Update

TCCHD

Armstrong	Melissa L.	2395 Stillwagon	Howland	Real estate	10/30/18	Submit paperwork, obtain a PTI, and have system installed	06/01/19	pending
Quiggle	Melvin G.	1636 Hyde Oakfield	Bristol	real estate upgrade	10/30/18	Submit paperwork, obtain a PTI, and have system installed	07/01/19	pending
Haun	Bryan & Vanessa	5103 Pierce Rd.	Champion	real estate upgrade	11/13/18	Submit paperwork, obtain a PTI, and have system installed	180 days	pending
Phillips	Jennifer	4249 Glenwood	Vienna	Real estate	11/13/18	Submit paperwork, obtain a PTI, and have system installed	05/01/19	pending
Frey	William H.	8166 Girdle	Mespo	Real estate	11/20/18	Submit paperwork, obtain a PTI, and have system installed	04/20/19	pending
Miller	Harvey & Ruth	6736 Girdle	Farmington	Real estate	11/20/18	Submit paperwork, obtain a PTI, and have system installed	90 days	Newton Falls Court
Reynolds/Davis	Denise/James	5383 Youngstown Kingsville	Johnston	real estate upgrade	11/20/18	Submit paperwork, obtain a PTI, and have system installed	6 months	pending
					Admin Hearings			
Dubecky	Erik & Marie	18 Pleasant	Niles City	real estate	12/4/18	Submit service contract & fill chlorine & dechlor tubes with tabs	30 days	Niles Court
Camelli	Richard & Kimberly	993 State Route 534	Braceville	real estate	12/4/18	Obtain service contract, replace aeration lid, have plumbing inspected	30 days	Newton Falls Court
Detweiler	Harvey & Sara Jane	383 Third St.	Farmington	real estate	12/4/18	Pump tanks, install riser, replace splitter box and inspect plumbing	30 days	Newton Falls Court
Detweiler Jr.	Samuel D.	4642 Warren Painesville	Southington	real estate	12/4/18	Obtain a service contract & aerator must be operational	30 days	Newton Falls Court
Ady	Michael P.	3504 Wakefield Creek	Gustavus	real estate	12/4/18	Submit paperwork, obtain a PTI, and have system installed	06/01/19	pending
Bontrager	James L.	8829 State Route 45	Bloomfield	HB 110	11/27/18	Submit inspection fee with penalty	30 days	complied
Midway Church of Christ		2252 Cadwallader Sonk	Bazetta	HB 110	11/27/18	Submit inspection fee with penalty	30 days	complied
Knoske	Joseph N.	635 Greenville	Bristol	real estate	1/8/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Boom SC LLC		3366 Eagle Creek	Braceville	real estate	1/8/19	Schedule septic inspection	30 days	Newton Falls Court
Colley	Shannon	2236 Fourth	McDonald	Solid Waste	1/10/19	Remove solid waste and submit receipts	6 months	pending
Harkulich	James	1256 Bedford	Brookfield	Cats	1/10/19	Cease harboring or feeding cats	30 days	Eastern District Court
Millard	Jeffrey & Mary	7662 Youngstown Kingsville	Gustavus	Real estate	1/15/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Hostetler	Fred & Barbara	5201 Parks West	Mesopotamia	real estate	1/15/19	Obtain a plumbing permit & correct issues	30 days	complied
Hart	Leroy D.	624 Leavitt	Warren	Temporary Fix	1/15/19	Submit Consent order & obtain a plumbing permit	30 days	Warren Municipal Court
Pontius	Marcella J.	4849 Portage Easterly	Southington	O&M	1/15/19	Septic system must be fully operational	30 days	Newton Falls Court



Board's Findings Orders Update

TCCHD

Byler	Daniel & Martha	4589 State Route 88	Farmington	PWS	1/17/19	Submit pump completion form, schedule water test & seal non-primary well	30 days	Newton Falls Court
Hostetler	Andrew & Kristina	5241 Old State	Farmington	PWS	1/17/19	Submit pump completion form & schedule water test	30 days	complied
Johnson	Daroheem	2766 Kinsman	Bloomfield	PWS	1/17/19	Submit pump completion form, schedule water test & seal non-primary well	30 days	Newton Falls Court
Stolba	Benjamin J.	3198 State Route 534	Southington	PWS	1/17/19	Provide proof well sealed or submit new application with fee	08/29/19	pending
Miller	Norman A.	1044 Ridge	Vienna	real estate	1/22/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Altheide Jr.	William F.	956 Tibbetts Wick	Liberty	real estate	1/22/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Lambert/Conti	Brian/Karen	789 State Route 534	Braceville	real estate	1/22/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Crump	Curtis	7762 Addison	Brookfield	real estate	1/22/19	Schedule septic inspection	60 days	Eastern District Court
Puckett	Virgil	223 Prentice	Champion	Sewage complaint	1/24/19	Schedule dye test	30 days	Warren Municipal Court
Davison	John	4309 Gardner Barclay	Gustavus	Solid Waste	1/24/19	Remove solid waste and submit receipts	05/01/19	pending
Two Hundred Ten Summer Street LLC		4290 State Route 87	Mesopotamia	HB 110	1/29/19	Renew operation inspection certificate with penalty	30 days	complied
J. Martin Enterprises LLC		6315 Warren Sharon	Brookfield	HB 110	1/29/19	Renew operation inspection certificate with penalty	30 days	complied
Duchene	Steven	410 Warner	Liberty	Real estate upgrade	1/29/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Westfield Pointe LLC		5037 Wilson Sharpville	Fowler	HB 110	1/8/19	Renew operation inspection certificate with penalty	30 days	Eastern District Court
Armstrong	Melissa L.	2395 Stillwagon	Howland	PWS	1/31/19	Seal non-primary well or bring into compliance	30 days	Warren Municipal Court
Fenton/Petrey	Brandy/Paul	7736 State Route 46	Greene	PWS	1/31/19	Seal non-primary well or bring into compliance	30 days	3/12/19 permit issued - good for one year
Miller/Mullett	Mervin/Maurine	9651 Penniman	Bloomfield	PWS	1/31/19	Submit pump completion form & schedule water test	30 days	Newton Falls Court
Chilson	David A.	8550 Parkman Mespo	Mesopotamia	PWS	1/31/19	Submit sealing report & schedule water test	30 days	complied
Miller	Robert M.	5585 Donley	Mesopotamia	Point of Sale	2/7/19	Submit application with fee	30 days	taxes assessed
Miller	Aden M.	5497 Countyline Clark	Farmington	Point of Sale	2/7/19	Submit application with fee	30 days	taxes assessed
Fisher	Melvin	5495 Countyline Clark	Farmington	Point of Sale	2/7/19	Submit application with fee	30 days	taxes assessed
McCabe	Catherine J.	3399 Hughes	Weathersfield	Real estate upgrade	2/12/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Howdershelt	Everett & Barbara	3929 S. Tod	Lordstown	Real estate upgrade	2/12/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Polivka	Mary Sue Hood	6341 Morrell Ray	Mecca	Real estate upgrade	2/12/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Cross Country Property Investments LLC		2870 Bristol Champion Townline	Bristol	PWS	2/14/19	Seal non-primary Private water system (cistern)	30 days	Newton Falls Court



**Board's Findings Orders Update  
TCCHD**

Fordeley	Frank & Tracey	4481 Davis Peck	Gustavus	PWS	2/14/19	Seal non-primary well or bring into compliance	30 days	Eastern District Court
Miller	Daniel L.	8260 Parkman Mespo	Mesopotamia	PWS	2/14/19	Submit pump completion form & schedule water test	30 days	pending
Wolfe	Jason	Cleveland	Champion	Solid Waste	2/21/19	Remove solid waste and submit receipts	30 days	pending
Wilson	Arthur	7908 Budd	Brookfield	Solid Waste	2/21/19	Remove solid waste and submit receipts	30 days	pending
Bosch	Steve M.	6363 Morrell Ray	Mecca	Solid Waste	2/21/19	Remove solid waste and submit receipts	30 days	complied
Ragazzine	David J.	2779 W. Liberty	Weathersfield	Real estate upgrade	2/26/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Hogue	Lauren B.	2750 State Route 534	Southington	Real estate	2/26/19	Clean/rake sand filters	30 days	pending
Stanko Properties LLC		4810 Coal	Vienna	Real estate	3/5/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Bosch	Steven & Kea-Marie	2783 Barclay Messerly	Southington	Real estate	3/5/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Batton	Clifford E.	3754 Newton Falls Bailey	Newton	Real estate upgrade	3/5/19	Submit paperwork, obtain a PTI, and have system installed	11/01/19	pending
Watson	Rusty	3684 Nutley	Howland	Solid Waste	3/14/19	Remove solid waste and submit receipts	30 days	pending
Hostetler	Allen W.	9282 State Route 534	Mesopotamia	Point of Sale	3/14/19	Submit application with fee	30 days	pending
Fisher	Daniel J.	9891 Creaser	Bloomfield	Point of Sale	3/14/19	Submit application with fee	30 days	pending
Conner	Robert K.	4665 Doty East	Southington	Point of Sale	3/14/19	Submit application with fee	30 days	pending
Delong	Cory R.	6381 Bushnell Campbell	Vernon	Real estate upgrade	3/19/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Ayers	Theodore & Jamie	2533 Ridge	Fowler	Real estate upgrade	3/19/19	Submit paperwork, obtain a PTI, and have system installed	11/01/19	pending
Schmitt	Barbara & Lorraine	2913 Warren Burton	Southington	Plumbing	3/19/19	Obtain plumbing permit & correct plumbing issues	30 days	pending
Byler	Nelson & Ellen	4900 Doty East	Southington	Real estate upgrade	3/26/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Kolat Jr.	Jessica & Lawrence	1433 Warner	Vienna	Real estate upgrade	3/26/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Miller/Medina	James/Miguel	4150 Herr Fieldhouse	Southington	Real estate	3/26/19	Replace splitter boxes	30 days	pending
Segura	Joel A.	3337 Warren Ravenna	Braceville	Real estate	3/26/19	Replace baffle, clean distribution boxes and bring to grade	30 days	pending
Miller Jr.	Robert F.	2845 Custer Orangeville	Hartford	Real estate upgrade	3/19/19	Submit paperwork, obtain a PTI, and have system installed	11/01/19	pending
Scott	Shirley M.	2118 Peck Leach	Bloomfield	Real estate	4/2/19	Submit paperwork, obtain a PTI, and have system installed	11/01/19	pending
Lehman Jr.	Donald V.	3613 Liberty	Hubbard	Temporary Fix	4/2/19	Pump tank & obtain plumbing permit	30 days	pending
Boorn	David	3808 S. Main	Hubbard	Real estate	4/2/19	Submit paperwork, obtain a PTI, and have system installed	90 days	pending
Westberg	Brian P.	3819 Homewood	Hubbard	Temporary Fix	4/9/19	Pump tank & obtain plumbing permit	30 days	pending
Brzysck	Kevin H.	2076 Hyde Shafter	Bristol	Real estate	4/9/19	Submit paperwork, obtain a PTI, and have system installed	11/01/19	pending





**Report of the Health Educator  
Trumbull County Combined Health District  
Jenna Amerine  
March 2019 for April 24<sup>th</sup> Board Meeting**

Creating Healthy Communities Grant

- CHC Grant Activities:
  - Oriented the new CHC Intern, Ukinebo O'Basuyi, on March 7<sup>th</sup> and provided plan of activities for her time here until October 31, 2019.
  - Attended CHC All-Project Conference Call on March 21<sup>st</sup>.
  - Attended interviews with Healthy Community Partnership Trumbull Healthy Food Access Coordinator Fellowship candidates on March 1<sup>st</sup>.
  - Attended County Wellness Committee Meeting on March 6<sup>th</sup>.
  - Attended YayBikes! Training follow-up meeting on March 6<sup>th</sup>.
  - Attended Bolindale Pop-up Farmers' Market Planning Meeting on February 7<sup>th</sup>.
  - Attended Ohio Society of Public Health Educators Quarterly Meeting on March 8<sup>th</sup>.
  - Attended VISTA Supervisor Training on March 11<sup>th</sup>.
  - Presented to Girard City Caucus about Tobacco 21 on March 11<sup>th</sup>.
  - Met with Warren-Trumbull Public Library about a Bike Rodeo Event this fall on March 12<sup>th</sup>.
  - Attended Innovations Conference and hosted a breakout session on Complete Streets and Active Transportation on March 14<sup>th</sup>.
  - Attended CHC Site Visit Call with CHC State Consultant on March 15<sup>th</sup>.
  - Hosted Bike to Work Planning Meeting on March 15<sup>th</sup>.
  - Met with Mahoning Valley Scrappers about potential advertising opportunities on March 18<sup>th</sup>.
  - Attended Women United Meeting on March 19<sup>th</sup>.
- Continue to promote the Facebook and Twitter Pages as well as post informational material and programs on the site.
- Attended Weekly Administrative Meetings and Accreditation Meetings.
- Attended CHNA/CHIP Planning Meetings on March 1<sup>st</sup> & 15<sup>th</sup>.
- Attended Commissioner's Hearing to present on County Wellness Committee Incentives on March 20<sup>th</sup>.
- Attended Trumbull Memorial Health Foundation Board Meeting on March 22<sup>nd</sup>.
- Attended Hubbard School District Employee Health Fair on March 22<sup>nd</sup>.
- Attended Niles Wellness Health Fair on March 23<sup>rd</sup>.
- Hosted local high school students for Trumbull County Civic Day on March 29<sup>th</sup>.



### Days Worked

- 18

### Early, Late and Weekend Hours

- Worked late on March 11<sup>th</sup> for Girard City Council Caucus T21 Presentation.
- Worked Saturday on March 23<sup>rd</sup> for Niles Wellness Health Fair.

### Plans for March 2019

- Continue operating and updating the Facebook and Twitter Pages.
- Attend Accreditation and Weekly Administrative meetings.
- Continue to oversee the CHC Intern on her duties and responsibilities.
- Complete and submit CHC 1<sup>st</sup> Quarter Report.
- Attend Commissioner's Hearing to promote 100 Years of Public Health on April 3<sup>rd</sup>.
- Attend County Wellness Committee Meeting on April 3<sup>rd</sup>.
- Attend CHC All-Project Meeting in Columbus on April 4<sup>th</sup>.
- Attend Tobacco Free Ohio Alliance Meeting in Columbus on April 9<sup>th</sup>.
- Host Ohio Healthy Program Training Classes on April 12<sup>th</sup>.
- Attend Innovations Conference on March 14<sup>th</sup>.
- Host CHANGE Tool Assessment Planning Meeting on April 16<sup>th</sup>.
- Attend CHNA/CHIP Planning Meeting on April 18<sup>th</sup>.
- Attend Healthy Community Partnership Active Transportation Meeting on April 23<sup>rd</sup>.
- Host Bolindale Clean-up Day and Community Garden Build on April 27<sup>th</sup>.
- Attend Yay! Bikes Ride Leader Training on April 28<sup>th</sup>.
- Attend Trumbull CHNA Rough Draft Meeting on April 29<sup>th</sup>.

# 8TH ANNUAL

## BIKE TO WORK



# BREAKFAST EVENT



**WHEN:** Friday, May 17, 2019

**TIME:** 6:00 am - 9:00 am

**FREE:** Free continental breakfast to anyone who arrives on a bicycle.

**WHERE:** Log Cabin  
138 Mahoning Ave  
Warren, Ohio 44481

**WHY:** The purpose of the event is to encourage people to be more physically active by bicycling for transportation.

**WHO SHOULD ATTEND:** All bicycle enthusiasts.

**T-SHIRTS & GIVE-AWAYS:** T-Shirts given to the first 100 people who arrive on a bicycle. Other prizes will also be available.

If your business or organization have ideas for promoting bicycling as a mode of transportation among your employees or customers during **Bike to Work Week** this would be an excellent time to try them out!

#BIKE TO  
WORK  
WARREN  
2019



**PRESENTED BY:**

**Bike to Work  
Warren Committee**

**FOR MORE INFORMATION CONTACT:**

**Jenna Amerine at 330-675-7807 or**

<http://www.trumbullmetroparks.org/parks-and-trails/bike-work-warren>

 **LIKE US ON FACEBOOK AT  
BIKE TO WORK WARREN, OHIO**





# TRUMBULL COUNTY COMBINED HEALTH DISTRICT

*"Building a Healthy Community"*

Frank J. Migliozi, MPH, REHS/RS

Health Commissioner

176 Chestnut N.E. • Warren, Ohio 44483

www.tchd.org



**Public Health**  
Prevent. Promote. Protect.

**Date:** 4/15/19

**To:** TCCHD Board of Health

**From:** Natalie Markusic

**RE:** Board Accreditation Report – 4/24/19

---

## **Procedures.** (5% of Time)

- Revised ENV-1220, Enforcement Escalation for EH Programs
- Revised ADM-1290, Overtime/Comp Time Procedure
- Revised ADM-1030, Obtaining Purchase Orders (PO) & Reimbursements

## **Action Plan.** (90% of Time)

### *Emergency Response Plan*

- 2.2.2 OA (AA2): Reviewed EH program information to potentially add as a new annex to the Emergency Response Plan.

### *Workforce Development Plan being revised.*

- 8.2.1 OA (AA3): Completed staff surveys to determine the global capacity and capability of the agency as well as staff. Began analysis.
- 8.2.1 OA (AA1-AA7): Began revising plan based on data collected and changes made over the past year.

### *Quality Improvement, Program Project*

- 9.2.2 OA & OC (AA1, AC2): Began working on Animal Bite/Rabies program storyboard.

## **Training.** (5% of Time)

- Began preparing agenda for all staff meeting.
- Began pulling together training materials for all staff meeting.