

**Trumbull County Combined Health District  
Regular Meeting & Public Hearing – April 27, 2016 – 1:30 P.M.  
176 Chestnut Ave. NE \* Warren, Ohio**

**BOARD MEMBERS PRESENT:** Marisha Agana, M.D.  
Thomas Borocz  
Greg Dubos  
John “Jack” Simon, Jr.  
Kathy Salapata, R.N.  
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  
Natalie Markusic, REHS/RS, Accreditation Coordinator  
Rodney Hedge, RS, Public Health Sanitarian  
Johnna Ben, Administrative Secretary

**OTHERS:** Robert Kokor, Legal Counsel

**MINUTES**

**I. Public Hearing for Passage of Revision of the Trumbull County Combined Health District Fee Schedule .12 Tattoo Establishments** - At this time, the public hearing for the proposed fee changes for the Tattoo Establishment program was opened. Mr. Biery called for any opponent or proponent testimony regarding the proposed fee changes, hearing none, Mr. Biery requested a motion to close the public hearing.

**MOTION: 16-47** made by Mr. Simon, second by Mrs. Salapata to close the public hearing for the tattoo establishments and proceed with the regular meeting.

**Roll Call Vote:**

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

Motion carried.

**II. Meeting was Called to Order at 7:05 P.M. and the Pledge of Allegiance was said.**

**III. Adoption of Agenda: MOTION: 16-48** made by Mrs. Salapata, second by Mr. Borocz to adopt the agenda as presented.

**Roll Call Vote:**

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

Motion carried.

- IV. Approval of Minutes:** *MOTION: 16-49* made by Mr. Messersmith, second by Dr. Agana to approve the minutes of the March 23, 2016, regular meeting, as presented.

**Roll Call Vote:**

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

Motion carried.

- V. Health Commissioner Report:** At this time, Mr. Migliozi reviewed his written report to the Board.

Mr. Messersmith asked Mr. Migliozi as to whether the health department would be able to make any of the proposed ADA building changes, since the county commissioners own the building. Mr. Migliozi responded that the next step would be to discuss the matter with the county commissioners before proceeding.

*MOTION: 16-50* Mr. Simon made a motion to approach the county commissioners regarding making the Chestnut Street building ADA compliant, second by Mr. Messersmith.

**Roll Call Vote:**

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

Motion carried.

*MOTION: 16-51* made by Dr. Agana, second by Mrs. Salapata to authorize the Health Commissioner and the Board's legal counsel to send a letter to the state legislature opposing proposed H.B. 468, which

proposes civil and criminal penalties to boards of health for failure to provide timely notification regarding lead contamination in public drinking water.

**Roll Call Vote:**

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

Motion carried.

**MOTION: 16-52** made by Mrs. Salapata, second by Mr. Borocz to authorize the establishment of a mentoring program as part of the Trumbull County Combined Health District’s Workforce Development Plan.

**Roll Call Vote:**

- Dr. Agana – Yes
- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Mrs. Salapata – Yes
- Mr. Messersmith – Yes
- Mr. Biery – Yes

Motion carried.

Dr. Agana questioned as to what the health department’s role would be with regard to the medical marijuana bill. Mr. Migliozi stated that as of yet, the state legislature has not said what the health department’s role would be. Atty. Kokor added that he is getting updates from Representative Sean O’Brien, and would keep the health department informed of any developments.

**VI. Director of Nursing Report:** Mrs. Swann submitted a written report to the Board for their review. In addition, Mrs. Swann and Mr. Migliozi informed the Board that the health department is being required to end the contract with Planned Parenthood of Greater Ohio, per H.B. 294 and ORC 3701.034. This house bill will become effective May 23, 2016, and will prohibit contracting with an entity, or its affiliate, that provides nontherapeutic abortions or promotes the same, as defined in the statute. Currently, the health department contracts with Planned Parenthood for the Ohio Infant Mortality Reduction Initiative (OIMRI), as part of the CFHS grant. In order for the health department to continue to receive funding for the OIMRI program beyond March 22, 2016, the department needs to contract with another entity to do those services, provide ODH with documentation of the new contract to provide the services effective that same date, and certify that the newly contracted entity does not provide, nor is affiliated with another entity that provides nontherapeutic abortions or promotes the same. Mrs. Swann stated that the health department wished to let the health department’s home visitors do the program, but was told that was a different model, and would not be an acceptable alternative. Another alternative would be to contract with the Mahoning County Health Department for the remaining four months. After September 2016, the OMIRI program will be moved out of the CFHS grant, and the Trumbull County Combined Health District will not apply for those monies. Following discussion, Mr. Migliozi recommended, due to the time constraints, that the board

authorize the health department to enter into a four (4) month contract with the Mahoning County District Board of Health to administer to OIMRI program.

**MOTION: 16-53** made by Dr. Agana, second by Mrs. Salapata to authorize the Health Commissioner to enter into a four (4) month contract, commencing May 21, 2016, and ending September 30, 2016, with the Mahoning County District Board of Health to administer the Ohio Infant Mortality Reduction Initiative and provide services to high-risk minority women of childbearing age in Trumbull County.

**Roll Call Vote:**

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

Motion carried.

**VII. Director of Environmental Health Report:** Mr. Wilster submitted a written report to the Board. In addition, Mr. Wilster updated the Board on the lead testing in the schools. Three (3) more additional school districts requested the department's assistance with lead testing in their schools, Liberty, Hubbard and Howland. Liberty and Hubbard school districts' results came back acceptable, but Howland had four (4) schools where drinking fountains were taken out of service. In total, seven (7) school districts have requested assistance from the health department. Mr. Messersmith questioned as to whether it would be prudent to get something in writing from the other schools who do not want assistance. Mr. Wilster responded that the health department attended the superintendent's meeting, gave out information and offered assistance, and also e-mails were sent out, but ultimately it is not the health department's responsibility, it is the EPA's. The health department has no jurisdiction; we can only offer the assistance.

**VIII. Health Educator Report:** Ms. Amerine was not in attendance at the meeting, but did provide the Board with a written report for their review.

**IX. Accreditation Coordinator Report:** Mrs. Markusic reviewed her written report to the Board.

**X. Board Report:** Mr. Messersmith questioned if a newsletter was sent out to the trustees. Mr. Migliozi responded that a newsletter had not been sent, but written correspondence had been sent out to all the trustees and mayors with information regarding mosquitoes and the health department larvaciding. Mr. Messersmith requested that when something of that nature is sent out to the political subdivisions, that the board members receive a copy of the information also.

Mr. Biery informed the board that Mrs. Salapata's issue with her board membership and PERS had been resolved, not only for her, but also for anyone who is retired under PERS, and wishes to be a board of health member.

**MOTION: 16-54** made by Mr. Dubos, second by Mr. Borocz to accept all the reports as presented.

**Roll Call Vote:**

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

Motion carried.

**XI. Old Business:** A. Passage of Revision of the Trumbull County Combined Health District Fee Schedule .09 Nursing – Addition of S. Pregnancy Testing – 3<sup>rd</sup> & Final Reading

**MOTION: 16-55** made by Dr. Agana, second by Mr. Simon to approve the 3<sup>rd</sup> & final reading to amend .09 Nursing Fees, to include “S. Administration Fee of \$10.00 for Pregnancy Testing” to the fee schedule.

**Roll Call Vote:**

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

Motion carried.

B. Trumbull County Combined Health District Board of Health By-Laws – 2<sup>nd</sup> Reading – Mr. Biery thanked the committee and Mr. Simon for chairing the by-laws committee, but asked if they would consider adding something to the by-laws that states that the board will support the health department and their fellow board members. Mr. Simon stated that he did not see that in any other by-laws that he reviewed, and felt that that was something that is understood. Mr. Messersmith questioned if Section 5.B and E were the same. Mr. Migliozi explained that Section 5.B., pertains to a sign in sheet for someone who wants to address the board, and Section E. pertains to what they want to discuss. Following discussion, it was determined that Section 5.B., would be removed. Mr. Biery questioned as to what counts for the board’s continuing education credit (CEU). Mr. Migliozi stated that it is a requirement that each board member obtain two (2) hours of CEUs every year. It is suggested that there be ½ hour segments at the board meetings to meet this requirement.

**MOTION: 16-56** made by Mrs. Salapata, second by Dr. Agana to remove 5.B., and approve the Trumbull County Combined Health District Board of Health By-Laws for their second reading.

**Roll Call Vote:**

- Dr. Agana – Yes
- Mr. Borocz – Yes
- Mr. Dubos – Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes

Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

C. Passage of Revision of the Trumbull County Combined Health District Fee Schedule .12 Tattoo Establishments – 2<sup>nd</sup> Reading

**MOTION: 16-57** made by Mr. Messersmith, second by Mr. Simon to approve the 2<sup>nd</sup> reading of the revision of the Trumbull County Combined Health District Fee Schedule .12 Tattoo Establishments.

**Roll Call Vote:**

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

Motion carried.

At this time, Mr. Messersmith requested to bring up an additional item under old business regarding Dr. Enyeart not being compensated for unused vacation upon his retirement.

Mr. Messersmith made a motion to compensate Dr. Enyeart for his unused vacation for 2015, which was seconded by Dr. Agana to allow for discussion of the matter.

Dr. Agana questioned as to how much time was in question. Mr. Messersmith responded that Dr. Enyeart was only requesting the amount of vacation that he did not use in 2015, which would be four weeks. Mr. Dubos asked if a legal opinion should be obtained. Mr. Messersmith stated that if a legal opinion is requested, and it is unfavorable. Atty. Kokor added that there had been an issue raised requesting the vacation payout for the entire contract, but if only paying for the 2015 accumulation, that would settle the matter. Mr. Biery asked as to whether the matter was discussed with the county prosecutor's office. At this time, Atty. Kokor suggested that the current discussion was going into an area that might be best discussed during an executive session.

Mr. Messersmith and Dr. Agana both withdrew their motion.

**MOTION: 16-58** made by Mr. Messersmith, second by Mr. Dubos to amend the agenda to add an executive session for discussion of personnel and employment contract.

**Roll Call Vote:**

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

Motion carried.

**XII. New Business:** A. Passage of Revision of the Trumbull County Combined Health District Fee Schedule .09 Nursing – Addition of T. DAWN Kits – 1<sup>st</sup> Reading – The nursing division has been providing DAWN kits to prevent deaths associated with drug overdose, but it has never been on our fee schedule. We have been providing these kits using foundation and grant funding sources; however, with the possibility of future funding cuts, we may have to purchase these kits to have them available to sustain this program. In order to cover the costs associated with purchasing the supplies for the kits, it is requested that the board amend the fee schedule to add line item T. DAWN Kit Fee of \$72.50.

**MOTION: 16-59** made by Mrs. Salapata, second by Dr. Agana to approve the first reading to amend .09 Nursing Fees to include “T. DAWN Kit Fee of \$72.50” to the health department fee schedule.

**Roll Call Vote:**

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

Motion carried.

B. Tax Assessment for Unpaid Permit to Operate Fee Level 3 – Renewal applications were sent out in October, and late notices were sent by regular and certified mail on February 12, 2016. Currently, there are 114 property owners who have not renewed their permits to operate, or issued a written response/opposition to the permit and/or fee.

**MOTION: 16-60** made by Dr. Agana, second by Mr. Dubos that a resolution be passed pursuant to ORC 3709.091, To Authorize the Health Commissioner to Cause Assessments to be Filed Against Property Owners (Assessment for Failure to Pay the Permit to Operate Fee Required in the Trumbull County Household Sewage Treatment System Rules.) All Parties were Served Notice & Have Not Responded Within the 30 Day Allotted Timeframe.

**Roll Call Vote:**

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

Motion carried.

C. Authorization for Court Action for Incomplete Permit to Operate Level 4 – Renewal applications were sent out in October to property owners for renewal of their permit to operate. Late notices were sent by

regular and certified mail on February 12, 2016, notifying the owners that their applications were incomplete, and that they needed to submit a copy of their service contract. An additional notice was sent on April 1, 2016, to those property owners who were lacking the service contract, giving them 20 days to respond. A complete operation permit application consists of an application, fee and a valid service contract. To date, 189 property owners have not submitted completed applications or issued a written response/opposition to the permit and/or fee.

**MOTION: 16-61** made by Dr. Agana, second by Mrs. Salapata that legal action be authorized and initiated against property owners for violation of OAC 3701-29-09(I) "No person shall operate a sewage treatment system, or a type 2, 3 or 4 gray water recycling system without an approved and valid operation permit from the Board of Health."

**Roll Call Vote:**

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

Motion carried.

D. Variance Request – Norman M. Weaver, 5286 Donley Rd., Mesopotamia Twp. – Not present. Mr. Weaver is in the process of installing a new septic, which will consist of an on-lot system. Mr. Weaver is requesting a variance that would allow occupancy of the new home without the distribution components of the sewage system being installed. The system will have a 2,000 gallon septic tank, to shallow leach lines. Mr. Weaver has requested to install the septic tank, which will be capped, vented and pumped as needed.

**MOTION: 16-62** made by Mr. Simon, second by Mrs. Salapata to grant a variance to Norman M. Weaver to allow occupancy of the dwelling at 5286 Donley Rd., Mesopotamia Twp., prior to the leach lines of the sewage system being installed. All other components are to be installed, including the prescribed septic tank (s). The tank(s) shall be installed in the exact location and manner as designed, and pumped as needed. At no time is any sewage permitted to be discharged onto the surface of the ground. The entire sewage system must be installed by July 31, 2016, at which time this variance shall be null and void. The owner(s) must comply with all other code sections.

**Roll Call Vote:**

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

Motion carried.



E. Variance Request – Amanda Mason, 205 Ruth Ave., Warren Twp. – Not present. Ms. Mason is in the process of upgrading her septic system, which will consist of an off-lot system. Upon laying out the system, it was determined that the aerobic treatment unit could not be installed to comply with the state code on setback requirements from the road easement.

**MOTION: 16-63** made by Mr. Dubos, second by Dr. Agana to grant a variance from rule OAC 3701-29-06(G)(3) to Amanda Mason to install the aerobic treatment unit within six (6) inches from the road easement at 205 Ruth Ave., Warren Twp. The owners must comply with all other code sections.

**Roll Call Vote:**

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

Motion carried.

F. Variance Request – Pamela Simpson, 2646 Warner Rd., Hartford Twp. – Not present. Ms. Simpson is requesting a variance to allow the installation of the on-lot Presby mounded Indiana design sewage system.

**MOTION: 16-64** made by Mr. Borocz, second by Mr. Simon to grant a variance to Pamela Simpson to allow the installation of the on-lot Presby mounded Indiana design system at 2646 Warner Rd., Hartford Twp. The system shall be installed according to the approved set of plans. The owner must strictly adhere to all terms of the concurrence granted from ODH. In addition, all required operation and maintenance as submitted by Presby must be followed by the owner; this includes maintaining registration under the Trumbull County Combined Health District Permit-to-Operate program.

**Roll Call Vote:**

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

Motion carried.

G. Variance Request – Alexander Howel, 6078 Stewart Sharon Rd., Brookfield Twp. – Not present. Mr. Howel is in the process of upgrading his septic system, which will consist of an off-lot system. Upon laying out the system, it was determined that the sewage drain line could not be installed to comply with the state code on setback requirements from the house foundation.

**MOTION: 16-65** made by Dr. Agana, second by Mr. Borocz, to grant a variance from rule OAC 3701-29-06(G)(3) to Alexander Howel to install the sewage drain line three (3) feet from the house foundation at 6078 Stewart Sharon Rd., Brookfield Twp. The owners must comply with all other code sections.

**Roll Call Vote:**

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

Motion carried.

H. Declaration of Unfit for Human Habitation – 939 Beechwood, Girard City, William Gramelt, Owner – Not present. Mr. Charles Herring, a neighbor was present. An inspection of the structure was conducted on April 11, 2016. Upon inspection, the following was noted, missing roof and/or exterior finishes, missing or badly damaged ceiling tiles, walls and/or flooring, solid waste, mold and moisture contamination, gross unsanitary conditions, and a shed that was also in very poor condition. It was recommended that the structure be declared unfit. Mr. Herring thanked the health department for their assistance in this matter.

Mr. Migliozzi informed the Board that he attends the Girard City Council meetings once a month, and it was stressed how bad this structure was, and requested that the council make this structure number one on the list to be demolished. They are also working with Julie Green at the commissioners' office for CBDG monies for demolition.

**MOTION: 16-66** made by Mr. Messersmith, second by Mr. Borocz to declare the structure at 939 Beechwood, Girard City, unfit for human habitation.

**Roll Call Vote:**

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

Motion carried.

I. Declaration of Unfit for Human Habitation – 3525 Woodbine, Hubbard Twp., Blackstone Real Estate LLC, Owner – Not present. An inspection occurred on March 22, 2016. Upon inspection the following was noted, the foundation is in full collapse, and the structure is in horrible condition and unsafe to enter. It is recommended that the structure be declared unfit.

**MOTION: 16-67** made by Mr. Messersmith, second by Mr. Borocz to declare the structure at 3525 Woodbine, Hubbard Twp., unfit for human habitation.

**Roll Call Vote:**

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

Motion carried.

J. Declaration of Unfit for Human Habitation – 6986 Thornton Rd., Hubbard Twp., Jason P. Prince, Owner – Not present. Mr. Hedge informed the Board that he had spoken to Mr. Prince this morning, and Mr. Prince stated that he was tearing down the structure.

**MOTION: 16-68** made by Dr. Agana, second by Mr. Simon to declare the structure at 6986 Thornton Rd., Hubbard Twp., unfit for human habitation.

**Roll Call Vote:**

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

Motion carried.

K. Declaration of Unfit for Human Habitation – 2084 Ohltown McDonald Rd., Weathersfield Twp., Mclim Properties, LLC, Owner – Karen Hathaway, a representative for Mclim Properties, LLC, was present at the meeting, and requested that the board not declare the structure unfit. Mr. Wilster explained the procedure for declarations of unfit, and added that he had also spoken with Pat McBride, the owner, and had also explained the procedure to him. An inspection of the structure occurred on March 25, 2016. Upon inspection, it was noted that there was missing roof and/or exterior finishes, solid waste and gross unsanitary conditions. The floor was covered with dog feces, which was visible through the basement window, and there were horrible dog odors emanating from the structure. Mr. Hedge added that if the owners are going to attempt to save this structure, due to the large amount of animal waste, the floor may need to be ripped up and replaced.

**MOTION: 16-69** made by Mr. Messersmith, second by Mrs. Salapata to declare the structure at 2084 Ohltown McDonald Rd., Weathersfield Twp., unfit for human habitation.

**Roll Call Vote:**

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

Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

L. Declaration of Unfit for Human Habitation – 814 State St., Champion Twp., Michael McAllister, Owner – Not present. An inspection of the structure occurred on March 31, 2016. Upon inspection, the following was noted, broken, missing, or board windows and doors, missing or badly damaged ceiling tiles, walls and/or flooring, solid waste, mold and moisture contamination, gross unsanitary conditions and no electrical components. It is recommended that the structure be declared unfit.

**MOTION: 16-70** made by Dr. Agana, second by Mr. Borocz to declare the structure at 814 State St., Champion Twp., unfit for human habitation.

Mr. Messersmith questioned, since the structure is a commercial building, if the wording of the motion needed to be changed. Mr. Migliozi responded that it did not; the structure is unfit for occupancy.

**Roll Call Vote:**

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

Motion carried.

M. Declaration of Unfit for Human Habitation – 5962 Youngstown Hubbard Rd., Hubbard Twp., Carmelo Rosa, Owner – Not present. This structure has already been torn down. No action was required.

N. Alleged Code Violation – Gene Moore, 805 Mosier, Girard City – Not present. On February 24, 2016, the health department was notified by the Girard City Water Department that the water was shut off to the property. This is a violation of ORC 3707.01. A notice of violation was issued on February 29, 2016, ordering the owner to restore the water service to the premises immediately. Follow up inspections occurred on March 24, 2016, and again on April 25, 2016. To date, water service has not been restored.

**MOTION: 16-71** made by Dr. Agana, second by Mr. Borocz to require Gene Moore of 805 Mosier, Girard City, to make arrangements with the Girard City Water Department to have potable water service returned to the premises within seven (7) days. Failure to comply will result in this matter being turned over to the Girard Court for legal action.

**Roll Call Vote:**

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

Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

O. Alleged Code Violation – Blanche S. Clark, 407 Illinois, Girard City – Not present. On February 2, 2016, the health department was notified by the Girard City Water Department that the water was shut off to the property. This is a violation of ORC 3707.01. A notice of violation was issued on February 11, 2016, to restore water service to the premises immediately. Follow up inspection occurred on March 18, 2016, and again on April 26, 2016. To date, water service has not been restored.

**MOTION: 16-72** made by Mr. Dubos, second by Mr. Simon to require Blanche S. Clark of 407 Illinois, Girard City, to make arrangements with the Girard City Water Department to have potable water service returned to the premises within seven (7) days. Failure to comply will result in this matter being turned over to the Girard Court for legal action.

**Roll Call Vote:**

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

Motion carried.

P. Alleged Code Violation – Ashley Sellars, 402 Davis, Girard City – Not present. On March 16, 2016, the health department was notified by the Girard City Water Department that the water was shut off to this property. This is a violation of ORC 3707.01. A notice of violation was issued on March 16, 2016, to restore the water service to the premises immediately. Follow up inspections occurred on April 13, 2016 and April 25, 2016. To date, water service has not been restored.

**MOTION: 16-73** made by Mr. Messersmith, second by Dr. Agana to require Ashley Sellars of 402 Davis, Girard City, to make arrangements with the Girard City Water Department to have potable water service returned to the premises within seven (7) days. Failure to comply will result in this matter being turned over to the Girard Court for legal action.

**Roll Call Vote:**

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

Motion carried.

At this time, Mr. Messersmith requested to bring a topic up under new business.

Due to the changes of personnel, Mr. Messersmith made a motion that the board hire an outside consultant to negotiate on the board's behalf for the upcoming union contract negotiations, and that a committee of the board be formed, second by Mr. Dubos.

Mr. Simon questioned as to whether this was something that should be discussed during executive session. Atty. Kokor stated that it would be an acceptable topic for executive session, since it involved collective bargaining and hiring a firm.

At this time, Mr. Messersmith and Mr. Dubos withdrew their motion.

**MOTION: 16-74** made by Mr. Messersmith, second by Mr. Dubos to close for executive session for discussion of employee compensation and personnel consulting services, and to include Atty. Kokor and Mr. Miglioizzi in the discussions.

**Roll Call Vote:**

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

Motion carried.

**MOTION: 16-75** made by Mr. Messersmith, second by Mr. Dubos to reopen to public session.

**Roll Call Vote:**

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

Motion carried. (Closed 3:33 P.M. – Reopened 3:58 P.M.)

**XIII. Approval of Payment of the Bills: MOTION: 16-76** made by Mr. Messersmith, second by Mr. Borocz to approve the payment of the bills as presented.

**Roll Call Vote:**

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

Mr. Messersmith – Yes  
Mr. Biery – Yes

Motion carried.

**MOTION: 16-77** made by Mr. Messersmith, second by Mr. Simon to form a board committee to research consultant services to assist with upcoming union contract negotiations.

**Roll Call Vote:**

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

Motion carried.

Mr. Messersmith will chair this committee.

**XIV. Adjournment: MOTION: 16-78** made by Mr. Messersmith, second by Mrs. Salapata to adjourn.

**Roll Call Vote:**

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

Motion carried. (3:59 P.M.)

**RECORDED BY:**

**ATTESTED BY:**

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**Johnna Ben**  
**Administrative Secretary**  
**Trumbull County Combined Health District**

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**Robert Biery, Jr.**  
**President**  
**Trumbull County Board of Health**

**For**

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

Health Commissioner's Report - April 2016 Board of Health Meeting

1) Budget

- All fund balance is pretty much on track as revenues are exceeding expenditures.
- For the first quarter of 2016, our general fund shows expenditures exceeding revenues by \$252,906; however, we anticipate a change because we will be getting taxes for general fund of approximately \$168,000, and \$137,000 reimbursement from grants to general fund will balance this line item out.
- The CD&D Fund is behind because of November and December payouts for this year, that is why expenses are greater than revenue. However, the fund is not negative, because there was a \$200,000 carry over from last year, and this report is showing revenue versus expense for this year.
- The TB Fund had a \$73,000 carry over, so the fund balance is positive, but we now have payroll out of this fund, and have not billed yet for this program, that is why expenses are \$12,700 over revenue to date.

- Attached is my time study from last month. The bulk of my time for April was spent on administrative work, PHEP and accreditation.
- Zika Virus continues to be a concern in our state. We have been approved to shift monies from Ebola planning to Zika education, surveillance and elimination. As such, we have ordered traps and larvicide, and mailed out a letter to each mayor and trustee letter to make them aware of our program. We need to develop new strategies to deal with this type of mosquito.
- I recently sent you information on proposed H.B. 468, which proposes civil and criminal penalties to boards of health for failure to provide timely notification regarding lead contamination in public drinking water. I am suggesting that our Board authorize our legal counsel to send a letter to the state legislature opposing this bill.
- The state legislature is also introducing a medical marijuana bill, which would provide tightly regulated patient access to medical marijuana under physician supervision. I have attached further information regarding this proposed bill. There will be an attempt to fast track its passage before the November election.
- We recently had Mike Sliwinski, from the Trumbull County Building Department, make a site visit regarding our proposed QI project, to make our bathrooms and building more accessible for persons with disabilities. Mr. Sliwinski believes the proposed changes to be an improvement to the building, and discussed it with Chris Tanneyhill, the Warren City Building Inspector, who concurred. Due to the age of the building, the proposed changed would not require having to upgrade the entire building.
- PHAB requires that we have a Successorship Plan. To achieve this, with the Board's permission, we would like to set up a mentoring program as part of our Workforce Development Plan.

TRUMBULL COUNTY COMBINED HEALTH DISTRICT  
FINANCIAL REPORT

FUND	BUDGET		FEBRUARY		MARCH		YEAR TO DATE		REVENUE	REV. EXP.	REMAINING	CALENDAR
	REVENUE	EXP.	REVENUE	EXP.	REVENUE	EXP.	CONTRIBUTIONS	REVENUE				
GENERAL FUND 500	\$ 2,178,420.00	\$ 2,178,420.00	\$ 236,420.00	\$ 236,420.00	\$ 236,420.00	\$ 236,420.00	\$ 462,840.00	\$ 462,840.00	\$ 2,178,420.00	\$ 2,178,420.00	\$ 0.00	0.00%
FOOD SERV FUND 501	\$ 303,846.05	\$ 303,846.05	\$ 77,466.52	\$ 77,466.52	\$ 77,466.52	\$ 77,466.52	\$ 154,933.04	\$ 154,933.04	\$ 303,846.05	\$ 303,846.05	\$ 0.00	0.00%
CFHS FUND 503	\$ 484,510.00	\$ 484,510.00	\$ 1,147.20	\$ 1,147.20	\$ 1,147.20	\$ 1,147.20	\$ 2,294.40	\$ 2,294.40	\$ 484,510.00	\$ 484,510.00	\$ 0.00	0.00%
CAREGAT FUND 505	\$ 57,000.00	\$ 57,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,000.00	\$ 57,000.00	\$ 0.00	0.00%
PROJECT DAWN FUND 506	\$ 33,370.00	\$ 33,370.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,370.00	\$ 33,370.00	\$ 0.00	0.00%
MOBILE HOME PARK FUND 507	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 0.00	0.00%
PARKS CAMP FUND 508	\$ 57,000.00	\$ 57,000.00	\$ 96.00	\$ 96.00	\$ 96.00	\$ 96.00	\$ 192.00	\$ 192.00	\$ 57,000.00	\$ 57,000.00	\$ 0.00	0.00%
PURE WATER SYS FUND 509	\$ 33,000.00	\$ 33,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00	\$ 40,000.00	\$ 33,000.00	\$ 33,000.00	\$ 0.00	0.00%
POND FUND 500	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 0.00	0.00%
COMMUNICATIONS FUND 503	\$ 50,000.00	\$ 50,000.00	\$ 1,275.00	\$ 1,275.00	\$ 1,275.00	\$ 1,275.00	\$ 2,550.00	\$ 2,550.00	\$ 50,000.00	\$ 50,000.00	\$ 0.00	0.00%
WELWOM HOME FUND 507	\$ 45,000.00	\$ 45,000.00	\$ 74,833.32	\$ 74,833.32	\$ 74,833.32	\$ 74,833.32	\$ 149,666.64	\$ 149,666.64	\$ 45,000.00	\$ 45,000.00	\$ 0.00	0.00%
REHS FUND 500	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 0.00	0.00%
PUBLIC HEALTH FUND 501	\$ 161,800.00	\$ 161,800.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 80,000.00	\$ 80,000.00	\$ 161,800.00	\$ 161,800.00	\$ 0.00	0.00%
CONSTRUCTION & EQUIP FUND 502	\$ 4,400,000.00	\$ 4,400,000.00	\$ 8,800.00	\$ 8,800.00	\$ 8,800.00	\$ 8,800.00	\$ 17,600.00	\$ 17,600.00	\$ 4,400,000.00	\$ 4,400,000.00	\$ 0.00	0.00%
HOUSEHOLD SEWAGE TREATMENT SYSTEM PROGRAM FUND 504	\$ 354,000.00	\$ 354,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00	\$ 86,000.00	\$ 86,000.00	\$ 354,000.00	\$ 354,000.00	\$ 0.00	0.00%
C.A. DO GRINDING WTR MONITORING FUND 505	\$ 50,000.00	\$ 50,000.00	\$ 6,375.00	\$ 6,375.00	\$ 6,375.00	\$ 6,375.00	\$ 12,750.00	\$ 12,750.00	\$ 50,000.00	\$ 50,000.00	\$ 0.00	0.00%
CREATING HEALTHY COMMUNITIES FUND 506	\$ 150,000.00	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 0.00	0.00%
MICHV FUND 508	\$ 100,000.00	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 0.00	0.00%
TB CONTROL UNIT FUND 509	\$ 8,000.00	\$ 8,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00	\$ 8,000.00	\$ 8,000.00	\$ 0.00	0.00%
TOTAL	\$ 5,053,562.11	\$ 5,053,562.11	\$ 372,477.21	\$ 372,477.21	\$ 372,477.21	\$ 372,477.21	\$ 744,954.42	\$ 744,954.42	\$ 5,053,562.11	\$ 5,053,562.11	\$ 0.00	0.00%

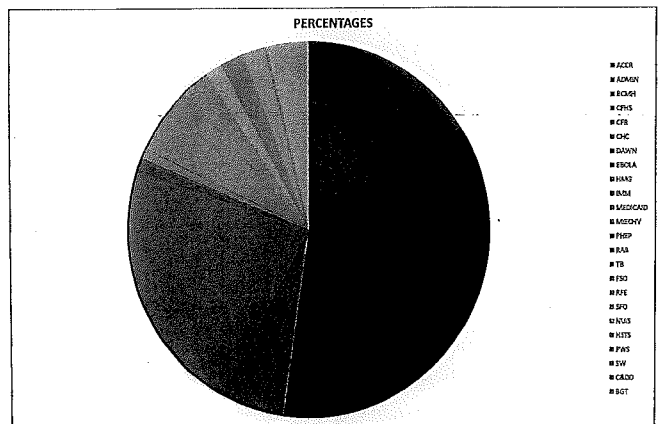
SUMMARY-YTD	COUNT	MINUTES	PERCENTAGE	HOURS
ACCR	113	1695	15.9%	28.25
ADMIN	235	3525	33.1%	58.75
BCMH	0	0	0.0%	0
CFHS	23	345	3.2%	5.75
CFR	0	0	0.0%	0
CHC	17	255	2.4%	4.25
DAWN	23	345	3.2%	5.75
EBOLA	0	0	0.0%	0
HMG	34	510	4.8%	8.5
IMM	0	0	0.0%	0
MEDICAID	0	0	0.0%	0
MIECHV	0	0	0.0%	0
PHEP	124	1860	17.5%	31
TB	5	75	0.7%	1.25
RFE	0	0	0.0%	0
FSO	3	45	0.4%	0.75
RFE	0	0	0.0%	0
SFO	6	90	0.8%	1.5
NUIS	42	630	5.9%	10.5
HSTS	17	255	2.4%	4.25
PWS	11	165	1.6%	2.75
SW	15	225	2.1%	3.75
C&DD	14	210	2.0%	3.5
BGT	27	405	3.8%	6.75
LUNCH	61	915	15.2%	15.25
SICK	0	0	0.0%	0
OFF	0	0	0.0%	0
VAC	33	495	4.7%	8.25
HOLIDAY	0	0	0.0%	0
TOTAL MINUTES	803	12045	100%	200.75
MINUTES LESS SICK, VAC, HOL, LUNCH		10635		

SUMMARY-YTD

ACCR	15.94%
ADMIN	33.15%
BCMH	0.00%
CFHS	3.24%
CFR	0.00%
CHC	2.40%
DAWN	3.24%
EBOLA	0.00%
HMG	4.80%
IMM	0.00%
MEDICAID	0.00%
MIECHV	0.00%
PHEP	17.49%
RAB	0.71%
TB	0.00%
FSO	0.42%
RFE	0.00%
SFO	0.85%
NUIS	5.92%
HSTS	2.40%
PWS	1.55%
SW	2.12%
C&DD	1.97%
BGT	3.81%

PERCENTAGES

ACCR	15.94%
ADMIN	33.15%
BCMH	0.00%
CFHS	3.24%
CFR	0.00%
CHC	2.40%
DAWN	3.24%
EBOLA	0.00%
HMG	4.80%
IMM	0.00%
MEDICAID	0.00%
MIECHV	0.00%
PHEP	17.49%
RAB	0.71%
TB	0.00%
FSO	0.42%
RFE	0.00%
SFO	0.85%
NUIS	5.92%
HSTS	2.40%
PWS	1.55%
SW	2.12%
C&DD	1.97%
BGT	3.81%





## LSC 131 2415-3 Medical Marijuana Bill Outline

To permit cultivating, processing, recommending, testing, dispensing, possessing, and consuming medical marijuana in accordance with the bill's provisions

April 15, 2016

### Medical Marijuana Bill Introduced

This week the House Medical Marijuana Task Force proposed a bill that would provide tightly regulated patient access to medical marijuana under physician supervision.

On the task force, the proposal emerged as a consensus among the medical community, law enforcement, employers, and labor. These interests all worked together to defeat Issue 3 at the ballot last year, and are concerned about two new efforts to use the Ohio constitution to legalize medical marijuana, and allow home growth of marijuana. Medical marijuana legalization polls extremely popularly among Ohio voters.

The proposal contains provisions sought by the OMA to protect workplace safety. It clarifies that employers are not required to accommodate an employee's use of medical marijuana; it allows an employer to refuse to hire, discharge, or take adverse employment action against a person because of that person's use of medical marijuana; and, disqualifies from eligibility for unemployment compensation benefits an individual who is discharged from employment because of that person's use of medical marijuana.

The proposal would establish a Medical Marijuana Control Commission. The commission would be charged with regulating and licensing growers, dispensaries, labs, processors and physicians. Home cultivation would be prohibited.

OMA chairman Bill Sopko, President, William Sopko & Sons Co., Inc., sits on the 15-member task force, which held seven hearings, and heard more than 100 witnesses for more than 23 hours. A select committee established by the House Speaker will have jurisdiction over the bill.

- Must be a physician licensed and regulated by the State Medical Board
  - There must be a legitimate patient/physician relationship between the physician and the patient as described in the bill
  - The physician must keep track of the patients to whom he or she recommends medical marijuana, the conditions for which he or she recommended medical marijuana, why medical marijuana was recommended as opposed to other treatment, and in what form they recommended medical marijuana
  - Every 90 days, the physician shall report to the commission the information in the above dot point but only report the number of patients who were recommended marijuana—not their identities
  - A physician shall also annually report to the Commission on the efficacy of the medical marijuana therapy
  - A physician shall not recommend medical marijuana to a patient for a period of time exceeding 90 days. The physician may issue another recommendation after a follow-up visit when the 90 day period ends
  - A physician shall not personally furnish or dispense medical marijuana
5. Regarding Cultivators of Medical Marijuana
- The Commission shall determine regulatory requirements by rule taking into account best practices
  - The Commission shall set a quota based on population and ensuring adequate access for patients throughout Ohio
6. Regarding Independent Labs
- Labs shall have no business affiliation with any other licensee of the Commission
  - Labs shall test for potency, homogeneity, and contamination in accordance with the rules set by the Commission
7. Regarding Processors
- Processors shall be responsible for packaging marijuana from the cultivator and making it into a form suitable for the dispensary
  - Allowable forms of marijuana may include edibles, patches, plant material, and oils in accordance with rules adopted by the Commission
  - All medical marijuana shall be in tamper-resistant packaging and be clearly labeled
  - All medical marijuana shall include the THC and CBD content of the medical marijuana
  - No medical marijuana shall be in a form that is considered to be attractive to children
8. Regarding Dispensaries
- The Commission shall establish rules governing dispensaries using best practices
  - The Commission shall establish rules governing what methods of consuming medical marijuana shall be allowed
  - Dispensaries shall dispense medical marijuana to patients in accordance with the recommendation from the physician
  - The Commission shall set a quota for dispensaries based on population
  - The Commission shall establish what training shall be required for employees of the dispensary

1. Create a Medical Marijuana Control Commission under the auspice of ODH
  - 9 member commission
  - Commissioners shall be paid equal to the salary received by commissioners on the Liquor Control Commission
  - The Chairman shall be one of the Governor's appointees
  - The appointees will represent a member of the following groups:
    - 1 physician appointed by the Governor
    - 1 law enforcement representative appointed by the Governor
    - 1 employer representative appointed by the Governor
    - 1 labor representative recommended by the Senate President and appointed by the Governor
    - 1 pharmacist recommended by the Senate President and appointed by the Governor
    - 1 representative of the general public recommended by the Senate President and appointed by the Governor
    - 1 representative of a pro-medical marijuana advocacy group recommended by the Speaker and appointed by the Governor
    - 1 representative from alcohol and drug addiction treatment recommended by the Speaker and appointed by the Governor
    - 1 representative from mental health treatment recommended by the Speaker and appointed by the Governor
2. Deadlines/Timelines
  - All appointments shall be made within 30 days after the effective date of the bill
  - 90 days after the final appointment has been made, there shall be an organizational meeting of the commission
  - Rules necessary for carrying out their duties must be adopted by 1 year following the date of the organizational meeting
  - 1 year after the rules are adopted, the medical marijuana program shall be fully operational
3. Duties of the Commission-Responsible for regulating and licensing all of the following:
  - Cultivators of Medical Marijuana
  - Retail Dispensaries of Medical Marijuana
  - Independent Labs required to test all medical marijuana
  - Processors of Medical Marijuana
  - Physicians wishing to be authorized by the Commission to make recommendations to a patient to receive medical marijuana
4. Regarding Physicians who Make Medical Marijuana Recommendations
  - Dispensaries shall report to OARRS medical marijuana dispensed in a manner similar to how prescription drugs are reported to OARRS currently
  - A dispensary may query OARRS regarding a patient seeking to obtain medical marijuana. If requested, OARRS shall issue a report to the dispensary
9. General Provisions
  - Home cultivation shall be prohibited
  - The Commission shall conduct background checks on all applicants as well as the entity's administrator and corporate officers
  - The Commission shall establish rule framework for requirements for all applicants except physicians
  - The Commission shall establish a record containing number of patients and medical conditions for which medical marijuana is recommended
  - Similar to the three-tier system in regulating liquor, there shall be no overlap in the different regulatory structures under the Commission. Cultivators, processors, and dispensaries must be separate
  - The Commission shall adopt rules regarding in what forms medical marijuana may be used, but if they allow medical marijuana to be smoked, smoking marijuana in a public place shall be prohibited
  - The Commission shall implement a real time tracking system to track medical marijuana in every phase of the process. The tracking system shall record when the cultivator received the seeds, the source from which the cultivator acquired the seeds, and every step of the process continuing until the medical marijuana is obtained by the patient at the dispensary. The Commission may contract with a vendor to accomplish this
  - There shall be an uncodified section that states that the General Assembly and the Administration shall advocate Congress and the DEA to reschedule Marijuana from a Schedule I to a Schedule II in order to increase access to legitimate medical research on medicinal marijuana
  - There shall be an uncodified section that states that the General Assembly shall create an incentive program for institutions of higher education and medical institutions within the state to perform academic and medical research on medical marijuana
  - A financial institution that provides banking services to any entity licensed by the Commission shall be exempt from any criminal law as it relates to the provisions of this bill
  - Minors participating in medical marijuana must have consent from a parent or guardian
  - Townships and municipal corporations shall retain the ability through their legislative governing body to prohibit, zone, or limit the number of dispensaries within their jurisdiction
  - Medical marijuana establishments (dispensaries, processors, independent testing facilities, and cultivators) shall be prohibited from being situated within 500 feet of a school, church, public library, public playground, or public park
10. Regarding Employers

- Clarifies that employers are not required to accommodate an employee's use of medical marijuana
- Allows an employer to refuse to hire, discharge, or take adverse employment action against a person because of that person's use of medical marijuana
- Disqualifies from eligibility for unemployment compensation benefits an individual who is discharged from employment because of that person's use of medical marijuana
- Clarifies that this bill does not affect the authority of the BWVC to grant rebates or discounts on premium rates that participate in a drug free workplace program

#### 11. Funding and Taxes

- Grants permission to the commission to set the licensing fees for the entities they license
- States that the General Assembly will assess a point of sale tax on the medical marijuana dispensed to patients at the dispensaries

#### Future Workforce

Within the next five years 18% (6 out of 33) of our union employees and one employee in management will be eligible to retire. In addition, there are current and expected changes in the Ohio Public Employees Retirement System that may influence the decision of our current employees. As we look towards the future, the reality of strong public health practice in Trumbull County will demand much of its staff. By investing in our employees and continuing to build our training program we will retain current employees, prepare the workforce for all-hazard emergencies, enhance the competencies of management staff, build a bench of potential future top public health leaders and provide a system of promoting from within.

As we look to promote from within, we understand that it is not only our responsibility but in our best interest to provide the guidance and mentoring that would allow the applicable staff members to develop the skills necessary and attain the education required for their desired position. The TCCHD Mentoring Program was developed with this in mind.

#### TCCHD Mentoring Program Outline

**Mentoring Positions:** Health Commissioner, Director of Nursing, Director of Environmental Health, Epidemiologist, Accreditation Coordinator, Family Service Program Coordinator, Fiscal Officer and Health Educator.

#### Applicants:

- Must be TCCHD employees.
- Must have a clean work record.
- Must have two (2) years of positive employee evaluations with no disciplinary actions.
- Must follow work rules.

#### Mentees:

- Once in Program, must have or achieve the specific Master's Degree and/or other educational/training requirements (as defined for position) within three (3) years of entering the Mentoring Program.
- Mentees for Health Commissioner, Director of Nursing and Director of Environmental Health must be in the Mentoring Program for a minimum of two (2) years prior to being eligible to apply for the desired position. All other positions require a minimum of one (1) year in the program to be eligible to make application.
- Must complete the assessment and coordinating training listed in the Supervisor's Toolbox within their first year participating in the program. It is an online training program that can be used for staff currently in supervisory and/or management positions or for those that have an interest in future promotion into these positions.
- Must attend 100% of meetings stipulated by Mentor unless specifically excused by Mentor.
- In addition to attending meetings, Mentees may have additional duties assigned through the program and/or required function participation that must be performed in addition to their normal job duties.

#### Program Completion:

- Program completion does not guarantee promotion.
- Training may be used to gain employment at another agency.

This agency is aware of the fact that the community that TCCHD serves continues to change. Even as the population of Trumbull County decreases, the number of public health nuisances identified increases. Increasing public health issues and the possibility of a future combining of local city health departments and TCCHD may lead to an increase in workforce. Throughout all changes, this agency will continue to put a premium on highly educated and professionally credentialed employees.

- Previously reported TCCHD is eligible for level funding of \$146,209.00 for the PHEP grant; now this funding will be reduced by about 8% due to CDC using emergency preparedness money for Zika Virus activities.
- TCCHD will be required to end our contract with Planned Parenthood of Greater Ohio per HB 294 and ORC 3701.034 which is effective May 23, 2016. Currently we contract with them for OIMRI with CFHS funds.
- Kathy Parrilla R.N. is writing the Prescription Drug Overdose Prevention grant. It is due May 2, 2016. The grant amount would be eligible to apply for a maximum of \$130,000.00 the first year and the next 2 years are for \$90,000.
- Our DAWN Program has distributed 48 Naloxone kits for 2016 – 21 kits were given to family or friends; and 27 kits have been given to agencies that provide services to people with drug addiction. There have been given 3 refill kits.

**Nursing Division Staff Report:**

Reported Communicable Disease Cases for March 2016	
Reportable condition	# of cases reported
Chlamydia	37
Gonococcal	14
Hepatitis B (Acute)	2
Hepatitis B (chronic)	3
Hepatitis C (chronic)	30
Influenza – ODH Lab	2
Influenza-associated hospitalization	27
Legionnaires	1
Lyme	4
Meningitis-aseptic/viral	1
Rabies (all negative)	2 TESTED
Shigella	1
Streptococcus pneumoniae-invasive antibiotic resistance unknown or non-resistance	1
Syphilis – late latent (>1year) asymptomatic	1
Syphilis – stage unknown	2
Varicella	1
<b>Total cases reviewed</b>	<b>129</b>

MONTH <u>March 2016</u>		
Nursing Programs	# of Services Provided	Clients Served
BCMh	38	15
Health Fairs / Presentations	Civic Day 2016 DAWN @ KSU-TC	3 8
Project DAWN Presentations	0	0
Car Seat Classes	4	16
Car Seats Provided	20	16
Children Immunization Clinics	3 Clinics	38 children served
Adult Immunization Clinics	2 Clinics	21 adults served
TB Testing	2 Clinics	17 adults served
Pregnancy Testing	9	6 Positive; 3 negative
Referrals to Agencies: (WIC, DJFS, Immunization Clinics, Mental Health)	13 (2 -- helped with CPA)	13
WIC Class	0	0
Immunization Appointments	2 -- Walk-In Clinics 1 -- Child Appt. Clinic 1 -- Adult Appt. Clinic	22 children 16 children; 4 no shows 21 adults; 4 no shows
TB Clinic Appointments	0	0
TB Nurse Appointments	5	5
Cribs for Kids	2	3
Baby & Me Smoke Free Sessions	1-- Voucher Visits 6 -- Prenatal Session	7
DAWN Program	12 - Family/Friends 8 - Facilities	12 - kits given 16 - kits given 3 - refills given

- 03/07/16 – 10 DAWN kits given to Bazetta Police Department.
- 03/11/2016 – KP trained 23 officers @ Hubbard City PD on DAWN.
- 03/19/16 – KP attended Hope for Recovery event @ KSU-TC.
- 03/15/2016 -- KP attended Controller Training for NECO Functional Exercise.

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

For Year: 2016

Person Completing Form: March 2016

Phone: 1-330-675-2590

HOME VISITING PROGRAMS MONTH <u>March 2016</u>			
HMG – Maximum Cases – 120			
MIECHV – Maximum Cases – 43			
OCTF – Maximum Cases – 12			
Home Visiting Programs	Case Load Beginning of Month Cases/Referrals	Case Load End of Month Cases/Referrals	# of Home Visits Kept/Un-Kept Visits
HMG	54/21 (75)	78/12 (90)	101/14
MIECHV	35/8	37/6	54/7
PART C (EI)	65/8	51/36	38/2
OCTF	10/1	5/0	6/1
<b>Total Caseload</b>	<b>185/38</b>	<b>183/54</b>	<b>199/24</b>

- 3 (NB, CL, & KB) Home Visitors attended LEAN Ohio.
- All Home Visitors attended the 5A's Training and TA calls.
- 3 Home Visitors (KMF, CL, & TL) attended a Toxic Stress Training.
- All Home Visitors except JF attended the HMG Staff meeting.

\*\* See attached Influenza, and Animal Bite Reports.

List health Jurisdictions covered below	Jurisdiction (County, City or Combined)
1. TRUMBULL COUNTY COMBINED HEALTH	
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
CAT	4	0	0	4	4	2
DOG	13	0	0	13	14	0
FERRET	0	0	0	0	0	0
HORSE	0	1	0	1	1	0
LIVESTOCK	0	0	0	0	0	0
OTHER DOMESTIC	0	0	0	0	0	0
OTHER WILD	0	0	0	0	0	0
RACCOON	1	0	0	1	1	1
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>18</b>	<b>1</b>	<b>0</b>	<b>19</b>	<b>20</b>	<b>3</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 return by February 8, 2013 to: Joanne Midla, VMD  
Zoonotic Disease Program  
Bureau of Infectious Diseases  
Ohio Department of Health  
35 E Chestnut St., 6th Floor  
Columbus, OH 43215  
Email Joanne.midla@odh.ohio.gov Fax: (614) 664-2456



Michael W. Hanshaw  
Superintendent

6000 Youngstown-Warren Rd. • Niles, Ohio 44446 • Phone: (330) 505-2800 • Fax: (330) 505-2814

Bryan O'Hara  
Director of Curriculum & Instruction

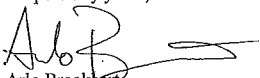
March 15, 2016

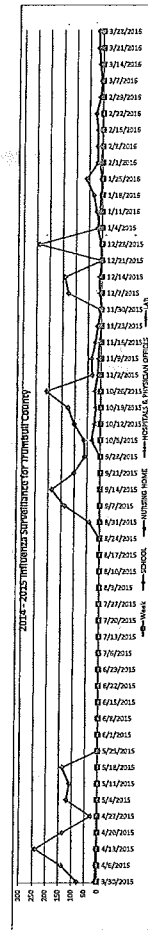
Ms. Sandy Swann  
Trumbull County Board of Health  
176 Chestnut Ave. NE  
Warren, OH 44483

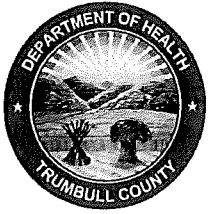
Dear Ms. Sandy Swann :

Thank you very much for your participation in Civic Day 2016. The knowledge and experience you were able to share with the students of Trumbull County will encourage them to become active members in their communities. We are extremely fortunate to have such dedicated officials and leaders as role models in Trumbull County. We look forward to your participation next year.

Respectfully yours,

  
Arlo Brookhart  
Program Coordinator





# TRUMBULL COUNTY COMBINED HEALTH DISTRICT

Frank J. Migliozi, MPH, REHS/RS  
Health Commissioner  
176 Chestnut N.E. • Warren, Ohio 44483  
www.tcbh.org



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

Kris Wilster, MPH, RS/REHS  
Director of Environmental Health Report  
April 27, 2016

- Permits & Applications for March 2016:
  - Residential Septic.....36
  - Private Water Systems .....28
  - Plumbing – Residential.....34
  - Plumbing – Commercial .....9
  - Real Estate Applications .....54
  
- Inspections for March 2016:
 

<ul style="list-style-type: none"> <li>- Private Water Systems .....36</li> <li>- Plumbing.....89</li> <li>- Manufactured Home Parks ....0</li> <li>- Schools.....9</li> <li>- Public Pools/Spas.....4</li> <li>- Tattoo &amp; Body Piercing.....1</li> <li>- Campgrounds .....8</li> <li>- Food Service Operations.....168</li> <li>- Food Service Mobile Units ....16</li> <li>- Food Service Temporary Units.....0</li> <li>- Retail Food Establishments....87</li> <li>- Mosquito Investigations.....12</li> <li>- Institution Inspections.....0</li> </ul>	<ul style="list-style-type: none"> <li>- Nuisances – Sewage.....4</li> <li>- Nuisances – Solid Waste.....51</li> <li>- Nuisances – Housing.....16</li> <li>- Rodent Control (Complaints).....0</li> <li>- Real Estate Evaluations.....103</li> <li>- Residential Sewage .....213</li> <li>- O &amp; M Sampling.....410</li> <li>- Semi-Public Sewage Systems .....49</li> <li>- Solid Waste Landfill .....0</li> <li>- C&amp;DD .....8</li> <li>- Smoking Investigations.....7</li> <li>- Water Sampling and Baseline   Sampling of Water for Oil &amp;   Gas Drilling.....31</li> </ul>
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- Administrative Hearings Scheduled for March 2016:
 

<ul style="list-style-type: none"> <li>- Private Water Systems .....19</li> <li>- Sewage Complaints.....5</li> <li>- Real Estate Upgrades .....8</li> <li>- Animal Complaints .....2</li> </ul>	<ul style="list-style-type: none"> <li>- Solid Waste .....10</li> <li>- Point of Sale.....12</li> <li>- Sewer Tie Ins .....1</li> </ul>
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- Administrative Hearing Outcomes for March 2016:
 

<ul style="list-style-type: none"> <li>- Complied.....23</li> <li>- No Shows – F &amp; O Issued.....23</li> <li>- Tabled .....2</li> </ul>	<ul style="list-style-type: none"> <li>- Consent to Board Order .....7</li> <li>- Vacant .....2</li> </ul>
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● Attached please find the status updates on the Board’s Findings & Order’s cases

*HOLLAND LEAD  
TAKE OUT OF SERVICE*

Last Name	First Name	Address	Township	Program/Type	Date of Board Meeting	Findings & Orders	Time-frame	Status
Pawelchak	Michael	3796 Greenfield	Johnston	2014012	12/10/2015	Remove all solid waste & recycle in 30 days	tabbed for 60 days	Met with owner on 1/6/16 - per Rod Hedge for 30 days
Nealey/Inc	Ed Vaszcko	Drummond St.	Hubbard	2014144	8/27/15	Remove all solid waste and submit receipts	tabbed 60 days pending	Site visit by Rod Hedge 9/2/15, 1/6/16 - Per Rod Hedge, table until March 1, 2016 - Per Rod Hedge, table until 9/29/16
Robison	Lawrence & Robin	6235 St. Rt. 46	Mooca	2015063	8/28/15	Needs tank abandonment form	tabbed 30 days	pending - needs to be 6 months
Bradley	Brenda L.	8831 St. Rt. 45	Loriston	2012048	12/10/2015	Remove all solid waste	tabbed 30 days	Per Rod Hedge, table until 3/21/16
Missard	Elvira T.	Parcel #21-03105 S. Main	Waubesafield	2013130	12/17/15	Remove all solid waste	tabbed 30 days	Per Rod Hedge, table until phone call from church, tabled 90 days
Swenson	Carl	7932 Rose	Browfield	2014143	12/17/15	Remove all solid waste	tabbed 60 days	tabbed 60 days, then follow up on 1/19/16
Babb	David	602 Seventh St.	Warren	2014139	12/19/15	Remove all solid waste	tabbed (legal issues)	tabbed 60 days
Allman	Jaclyn Ann	2905 Newton Falls, Tomlinson	Newton	2014075	12/19/15	Remove all solid waste	tabbed 60 days	tabbed 60 days, then follow up on 1/19/16
Winfred	Betty	5127 St. Rt. 5	Newton	2015063	12/19/15	Upgrade septic system	tabbed 60 days	Set to follow up admin hearing on 1/19/16
Yoder	David & Rebecca	8156 Circle	Mesop	2012048	12/19/15	Upgrade septic system	tabbed 60 days	tabbed 60 days
Reynolds	Shirley	4989 Brady St.	Newton	2015063	1/27/16	Upgrade the septic system	tabbed 60 days	tabbed 60 days
Reynolds	Victor & Ann	2623 Kinnaman Ridge	Newton	2015063	1/27/16	Upgrade the septic system	tabbed 60 days	tabbed 60 days
BRK Properties	Barbara	1100 E. Liberty	Liberty	2015155	1/11/16	Remove all solid waste	tabbed	tabbed to consult with Army
George	Barbara	10494 E. Market	Vienna	2015155	1/27/16	Make application to seal old well	tabbed 60 days	tabbed to consult with Army
Hunter	DeAnne	1515 Richards, Meck	Liberty	2015155	1/27/16	Upgrade septic system	tabbed 60 days	tabbed to consult with Army
Ruzsak	Jeffrey	815 North Silver Rd.	Vienna	2015155	1/27/16	Upgrade septic system	tabbed 60 days	tabbed to consult with Army
Jay	Claudia & Dabra	1539 North Main	Waubesafield	Temporary Fix	2/21/16	Upgrade septic system	tabbed 60 days	tabbed to consult with Army

Last Name	First Name	Address	Township	Program/Type	Date of Board Meeting	Findings & Orders	Time-frame	Status
Weller	Daniel & Rebecca	7540 Grate	Farmington	PWS	3/31/16	Submit PWS application with fee	30 days	Submit PWS application with fee
Vanwood Electric Inc	James Cuyr	732 Lake Adams	Braceville	PWS	3/31/16	Submit PWS application with fee	30 days	Submit PWS application with fee
Hackman	Charles	248 Howard Springs	Howard	PWS	3/31/16	Submit PWS application and seal	30 days	Submit PWS application and seal
Kurtz	Samuel	5222 Denby	Mesop	PWS	3/31/16	Submit Abatement PWS	30 days	Submit Abatement PWS
Swanger	Michael T.	5355 Gordon	Warren	PWS	3/24/16	Application with late fee	30 days	Application with late fee
Swapp	Robert Gerald	320 Drummond	Hubbard	PWS	3/24/16	Upgrade septic system	11/01/16	Upgrade septic system
Darrin	Matthew J.	8528 Red Oak	Howard	PWS	4/7/16	Submit PWS application with fee	30 days	Submit PWS application with fee
Miscou	Norwette	607 Howard Wilborn	Howard	PWS	4/7/16	Submit PWS application with fee	30 days	Submit PWS application with fee
Conroy	Rebecca S.	2165 Silver Fox Lane	Howard	PWS	4/7/16	Submit PWS application with fee	30 days	Submit PWS application with fee

Last Name	First Name	Address	Township	Program/Type	Date of Board Meeting	Findings & Orders	Time-frame	Status
Kaufman	Andrew & Sharon	6085 St. Rt. 534	Newton Falls, Tomlinson	real estate	2015027	2/19/16	Upgrade septic system	30 days
Meyers	Bertie	685 Jane	Browfield	real estate	2015027	2/19/16	Upgrade septic system	30 days
Caracas	William	5489 Nelson, Mesop Rd.	Braceville	real estate	2015099	3/9/16	Remove all solid waste & submit receipts	30 days
Gill	Mark E.	238 Laurel	Liberty	real estate	2015099	3/9/16	Remove all solid waste & submit receipts	30 days
Church	Les A.	2371 Mishan Downman	Mooca	real estate	2015112	3/9/16	Remove all solid waste & submit receipts	30 days
Davis	Kabani	1180 Timbercrest	Liberty	real estate	2015022	3/9/16	Close & decontaminate animals	30 days
ACVA Vision V LLC		7822 Second St.	Browfield	real estate	2015138	3/27/16	Remove all solid waste & submit receipts	30 days
Lynch	Alan	5041 North Park Ave. Ext.	Champion	PWS	2/19/16	Make application to seal old well	30 days	Make application to seal old well
Miller	David N.	2023 Wilson Sharpville	Braceville	point of sale	3/8/16	Make arrangements to have the sewage system evaluated	30 days	Make arrangements to have the sewage system evaluated
Hughill	Darwood	2392 Warren Burton	Sourthampton	point of sale	3/8/16	Make arrangements to have the sewage system evaluated	30 days	Make arrangements to have the sewage system evaluated
Kobi Holdings 2 LLC		897 St. Rt. 394	Braceville	point of sale	3/8/16	Make arrangements to have the sewage system evaluated	30 days	Make arrangements to have the sewage system evaluated
Shrock	Jonathan	8039 Bay Starline	Kinnaman	point of sale	3/15/16	Make arrangements to have the sewage system evaluated	30 days	Make arrangements to have the sewage system evaluated
Haskella	Jennifer	4533 Tomlinson	Champion	point of sale	3/15/16	Make arrangements to have the sewage system evaluated	30 days	Make arrangements to have the sewage system evaluated
Michelle/Kanu	David/Lisa	5833 Youngstown Kingsville	Johnston	real estate	3/15/16	Identify all treatment components or upgrade system	11/02/16	Identify all treatment components or upgrade system
Reil	Christopher	6008 Phillips Rd	Mooca	PWS	3/17/16	Apply for Alteration Permit, 4hrs	30 days	Apply for Alteration Permit, 4hrs
Overholt Miller	Kenneth & Mary Beth	5041 Pierce Hill	Champion	PWS	3/17/16	Apply for Alteration Permit, 4hrs	30 days	Apply for Alteration Permit, 4hrs
Stewart Sr.	James S.	6150 Oak Hill	Champion	PWS	3/17/16	Apply for Alteration Permit or	30 days	Apply for Alteration Permit or
Harbour Petroleum VI	Harbour Petroleum VII	3909 Anderson Morris	Liberty	real estate	3/22/16	Upgrade septic system	30 days	Upgrade septic system
Harbour Petroleum VII		660 Mason	Hubbard	point of sale	3/22/16	Make arrangements to have the sewage system evaluated	30 days	Make arrangements to have the sewage system evaluated
Cover	Thomas	6777 St. Rt. 46	Mooca	point of sale	3/22/16	Make arrangements to have the sewage system evaluated	30 days	Make arrangements to have the sewage system evaluated

Last Name	First Name	Address	Township	Program/Type	Date of Board Meeting	Findings & Orders	Time-frame	Status
Winfred	Betty	5127 St. Rt. 5	Newton	real estate	2015063	12/19/15	Upgrade septic system	tabbed 60 days
Yoder	David & Rebecca	8156 Circle	Mesop	real estate	2012048	12/19/15	Upgrade septic system	tabbed 60 days
Reynolds	Shirley	4989 Brady St.	Newton	real estate	2015063	1/27/16	Upgrade the septic system	tabbed 60 days
Reynolds	Victor & Ann	2623 Kinnaman Ridge	Newton	real estate	2015063	1/27/16	Upgrade the septic system	tabbed 60 days
BRK Properties	Barbara	1100 E. Liberty	Liberty	PWS	2015155	1/11/16	Remove all solid waste	tabbed
George	Barbara	10494 E. Market	Vienna	PWS	2015155	1/27/16	Make application to seal old well	tabbed 60 days
Hunter	DeAnne	1515 Richards, Meck	Liberty	real estate	2015155	1/27/16	Upgrade septic system	tabbed 60 days
Ruzsak	Jeffrey	815 North Silver Rd.	Vienna	real estate	2015155	1/27/16	Upgrade septic system	tabbed 60 days
Jay	Claudia & Dabra	1539 North Main	Waubesafield	Temporary Fix	2/21/16	Upgrade septic system	tabbed 60 days	tabbed to consult with Army

# **Board Accreditation Presentation - 4/27/16**

1. **Performance Management Dashboards**. Dashboards are a visual representation of the state of the Departmental Indicators, Objectives and Goals. Dashboards have been prepared for the First Quarter 2016 as described in the Performance Management System approved by the Board in December 2015. This is a PHAB requirement. A full explanation of the dashboards will be made at the Board of Health Meeting. (15% Time)
2. **Community Public Health Assessment**. In preparation for our Community Stakeholders' Meeting (5/18/16), we have collected, processed, formatted and analyzed the data from over 2200 Public Health Surveys from both Trumbull County and the City of Warren. After reviewing the results with our team, we are now in the process of summarizing the data even further to combine the two surveys and prepare the final presentation for our stakeholders. (15% Time)
3. **Quality Improvement**. Continued to meet weekly to write and develop our Quality Improvement Plan. (60% Time)
  - Car Seat QI Project:
    - Status Meeting held to evaluate progress.
    - 14.28% Increase in class attendance over same period in 2015.
    - Actions: Maintain course for now. Evaluate status in June 2016.
    - Began preparation of Car Seat Storyboard (visual depiction of QI process, required by PHAB)
  - ADA QI Project:
    - Met with Mike Sliwinski at Building Department.
    - Changes will not affect building status. (Building built prior to ADA regs were enacted & building use is not changing).
    - Actions: With Board of Health approval, approach County Commissioners and seek estimates.
  - ICS QI Project:
    - Processed, formatted and analyzed the results of a survey conducted in March of TCCHD and WCHD staff's knowledge of the use of ICS.
    - Team met a couple of times to begin QI process (Plan-Do-Check-Act). This included reviewing and interpreting the survey results, defining the problem, reviewing the current process, root cause analysis, developing a goal, developing a plan to address issues identified, etc.
    - Trumbull/Warren ICS forms developed using FMEA and NECO forms as templates.
    - Draft version of ICS procedure developed.
    - New forms used for first time during NECO exercise this month. Further revisions made after exercise.
4. **TCCHD Branding**. PHAB requires that we develop a Branding Plan. This is how we present ourselves to our community. This includes things as simple as everyone formatting their email the same, using the same PowerPoint formats to how we use social media and advertising to get our message out to the community. It is communicating who we are and what we do and why they should care. Our image, the community's perception

of us, ultimately determines how well we can do our jobs, what services we can offer and funding sources available to us. (5% of Time)

- The Accreditation Team met to discuss the direction of the plans as well as review multiple branding resources.
- A subcommittee comprised of TCCHD and WCHD team members has been formed develop the plan.

5. **Successorship Plan.** PHAB requires that health department have a plan in place that addresses health department successorship. The Accreditation Team decided that instead of developing a separate plan, we will further develop the Future Workforce section of the Workforce Development Plan approved by the Board of Health in August 2015. Any changes will have to be approved by the Board. (5% of Time)

- A subcommittee met to develop the Successorship Plan. A draft document will be developed based on the suggestions from that meeting.
- Handle successorship through a mentoring program, with Board of Health Approval.
  - Identified positions to be in mentors in program.
  - Identified qualifications, educational requirements, time frames, expectations, etc.



Nursing Dashboard									
Department Dashboard	Measure Definitions	Date Entry	Action Plan	Reporting Tool	To Update For a New Year	Back To Top of Page	User Guide		
Key Performance Measures		2013	2014	2015	2016 YTD	Annual Target	Target Status	Performance Measure Summary	
		Email:				Data Trend			
		2013	2014	2015	2016	2017	2018	2019	2020
1	% Immunization Clinic Customer Service Surveys with Positive Feedback	-	-	-	100.0%	90.0%	[-]		
2	Increase Median Days Reporting Lab for Selected Diseases (This number is always reported for the prior calendar year rather than year labed).	-	-	-	34.0%	75.0%	[-]		
3	Increase % of Children Aged 6-54 Months Who are Current with All ACP Recommended Vaccinations	-	-	-	91.0%	75.0%	[-]		
4	Reduce Infant Mortality	0.0	0.0	0.0	0.0	0.5	FALSE		
5	Safe Kids Coalition (# of Safe Sleep Projects Ad Campaigns) - Reduce Infant Mortality	0.0	0.0	0.0	2.0	2.0	[-]		
6	Cites for Kids (if people attending class) - Reduce Infant Mortality	0.0	0.0	0.0	11.0	75.0	[-]		
7	Baby & Me Tobacco Free (if people enrolling program) - Reduce Infant Mortality	0.0	0.0	0.0	1.0	10.0	[-]		
8	Car Seat Program (if people attending class) - Reduce Infant Mortality	0.0	0.0	0.0	16.0	88.0	[-]		
9	Increase Medicaid Services by Expanding MAC Program to the Environmental Division (Number Reported is Always 2 QTRS Behind CTR Line)	0.0	0.0	0.0	1024.4	77500.0	[-]		
10	Increase # of Smoke-Free/Tobacco-Free Programs	0.0	0.0	0.0	2.0	3.0	[-]		
11	Increase Number of Participants in Project Dawn	0.0	0.0	0.0	57.0	100.0	[-]		
		Totals							

PHAB & Strategic Planning Dashboard									
Department Dashboard	Measure Definitions	Date Entry	Action Plan	Reporting Tool	To Update For a New Year	Back To Top of Page	User Guide		
Key Performance Measures		2013	2014	2015	2016 YTD	Annual Target	Target Status	Performance Measure Summary	
		Email:				Data Trend			
		2013	2014	2015	2016	2017	2018	2019	2020
1	% of Staff Completing Competency-Based Training Needs Survey (CBTS)	-	-	-	94.1%	90.0%	[-]		
2	% of Staff Trained in Employee Identified Training Needs	-	-	-	71.4%	100.0%	[-]		
3	% of Staff Evaluated with Strengths (i.e. 50% of the Public Health Core Competencies)	-	-	-	82.4%	75.0%	[-]		
4	% of Staff Providing Positive Feedback on the Employee Satisfaction Survey	-	-	-	80.6%	75.0%	[-]		
		Totals							

Health Education Dashboard									
Department Dashboard	Measure Definitions	Date Entry	Action Plan	Reporting Tool	To Update For a New Year	Back To Top of Page	User Guide		
Key Performance Measures		2013	2014	2015	2016 YTD	Annual Target	Target Status	Performance Measure Summary	
		Email:				Data Trend			
		2013	2014	2015	2016	2017	2018	2019	2020
1	Increase # of Healthy Eating Program Events in Schools & Daycare	0.0	0.0	0.0	3.0	5.0	[-]		
		Totals							

Fiscal Tracking Dashboard									
Department Dashboard	Measure Definitions	Date Entry	Action Plan	Reporting Tool	To Update For a New Year	Back To Top of Page	User Guide		
Key Performance Measures		2013	2014	2015	2016 YTD	Annual Target	Target Status	Performance Measure Summary	
		Email:				Data Trend			
		2013	2014	2015	2016	2017	2018	2019	2020
1	Maintain Fund Balance - Fee For Services Programs	0.0	0.0	0.0	701386.0	1439947.0	[-]		
2	Maintain or Increase Current Funding Level of Contracts Received	0.0	0.0	0.0	90897.0	307620.0	[-]		
3	Maintain or Increase Current Funding Level of Grants Received (Award Letters)	0.0	0.0	0.0	814446.0	763269.0	[-]		
4	Maintain General Fund Balance & Special Balance of Goal	0.0	0.0	0.0	852940.0	724165.0	[-]		
		Totals							



Report of the Health Educator  
Jenna Amerline  
March 2016

Creating Healthy Communities Grant

- CHC Grant Activities:
  - Collected signed 2016 Contracts.
  - Attended CHC All-Project meeting in Columbus, OH.
  - Developed first quarterly coalition newsletter that was distributed to the CHC Coalition.
  - Smoke-Free Coalition: Continue to present surveys at community events and health fairs to gain more insight and provide resources to residents in how to ask for smoke-free living. As well as beginning to enter and analysis data from completed surveys. And set-up a meeting with Tod's Crossing property manager to begin the process of becoming smoke-free.
  - Attended tasting at Jefferson Elementary School to talk with the cafeteria staff and students. To learn how we can do a Farm-to-Preschool and Smarter Lunchroom Program at Jefferson.
  - Attended Ohio Healthy Program Conference Call with OCCRRRA representative about changes made to the curriculum and application process.
  - Held the first School Food Service Conference Planning Meeting to develop an agenda, new ideas for this year and pick a date for the conference in August.
  - Held first Bike to Work Planning Meeting with the Bike to Work Warren Committee to begin planning for the breakfast event on May 20<sup>th</sup> from 6am-9am.
  - Attended WOW Bike Tour Planning Meeting and picked-up brochures to pass out to health department employees and to hand out at Bike to Work.
  - After receiving 112 free kids helmets for the Bike Rodeo on May 14<sup>th</sup> from 11am-1pm. Denise Rising and I met to begin the planning stages and making contacts for the event.
- Met with Bryon Anzevino from the American Cancer Society about the 80% by 2018 campaign for colorectal cancer screening.
- Spoke with Everspring about KSU/MPH Partnership communication plan and set-up a date in May for John Brueck to visit and meet with the Accreditation team about our branding strategy.
- Continue to promote the Facebook Page as well as post informational material and programs on the site.

1

- Attend Bike to Work Planning Meeting on April 22<sup>nd</sup> and continue to gather donations.
- Attend Eastgate Council Open House on April 25<sup>th</sup>.
- Host CHC Coalition 2<sup>nd</sup> quarter meeting on April 26<sup>th</sup>.
- Attend Healthy Retail Conference Call on April 27<sup>th</sup>.
- Attend CHC Monthly Conference call on April 28<sup>th</sup>.
- Attend Well-Being Collaborative Meeting on April 28<sup>th</sup>.
- Attend Accreditation and Quality Improvement meetings.
- Attend Trumbull County Wellness Committee Meeting.
- Attend Howland Health and Wellness Committee Meeting to discuss 2016 plans for CHC projects.

3

- Attended county wellness meeting to discuss plans for wellness dollars. Submitted a departmental grant from the Health Department to implement a walking program with employees.
- Attended Accreditation Meetings and oversaw the Health Education Intern in implementing the community survey to local businesses and organizations.
- Assisted with Healthy Kids of Mahoning Valley Collaborative Library Fitness Fun Storytimes through the Swanston Grant.
- Met with Teen Straight Talk about vision and sharing their community events on our Facebook Page.
- Hosted Civic Day High School students at the health department to explain what all services we offer and give a tour of Warren City Garden District.
- Presented to KSU Community Nursing students about the Health Department and CHC grant. Also provided insight on their community project of implementing Water First for Thirst at Cortland High School.
- Volunteered packing meals at Mobile Meals during volunteer week.
- Presented healthy eating presentation to McDonald High School Home Education/Child Development classes.

Days Worked

- 23

Early, Late and Weekend Hours

- Worked late on March 31<sup>st</sup> for WOW Bike Tour Planning Meeting.

Plans for April

- Continue supervising Health Education Intern in conducting community assessment survey and analyzing data.
- Continue operating and updating the Facebook Page.
- Attend National Safe Routes to School Conference in Columbus, OH from April 5<sup>th</sup>-7<sup>th</sup>.
- Continue planning for School Food Service Conference and distribute Save the Dates.
- Attend Tobacco Free Ohio Alliance Meeting via conference call on April 12<sup>th</sup>.
- Attend OHP webinar on curriculum changes on April 14<sup>th</sup>.
- Submit CHC Quarter 1 Program Report.
- Assist KSU Community Nursing Students on their community project at Cortland High School on April 18<sup>th</sup>.
- Pick-up free kids bike helmets from American Academy of Pediatrics Ohio Chapter in Columbus, OH on April 19<sup>th</sup>.

2