

**Trumbull County Combined Health District
Regular Meeting – May 25, 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
Jenna Amerine, MPH, CHES, Health Educator
Natalie Markusic, REHS/RS, Accreditation Coordinator
Michael Burke, RS, Public Health Sanitarian
Johnna Ben, Administrative Secretary

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: 16-79*** made by Mr. Messersmith, second by Mr. Borocz to amend the agenda to add an executive session for the discussion of personnel, and adopt the amended agenda.

Roll Call Vote:

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

Motion carried.

- III. Approval of Minutes: *MOTION: 16-80*** made by Mr. Simon, second by Mr. Dubos to approve the minutes of the April 27, 2016, public hearing and regular meeting.

Roll Call Vote:

Mr. Borocz – Yes
Mr. Dubos – Yes
Mr. Simon – Yes

Mrs. Salapata – 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. Since the last meeting, a meeting was held with Commissioner Fuda and Al DeVengencie, who is head of the maintenance department. Commissioner Fuda stated that the county has no available space to relocate our offices, but was very agreeable to the proposed changes to make the building more ADA compliant. Mr. Migliozi requested authorization to have specifications drawn up for the proposed changes for the bathroom facilities. The Board questioned as to whether bids should be obtained. Atty. Kokor stated that obtaining bids would be dependent upon the cost, but felt that bids would not be necessary. Mr. Simon suggested that Mr. Migliozi contact the Trumbull County Building Department and request their assistance. Mr. Migliozi stated that he would contact their office.

MOTION: 16-81 made by Mrs. Salapata, second by Mr. Simon to proceed with the proposed changes to the Chestnut Street building.

Roll Call Vote:

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

Motion carried.

Mr. Simon questioned as to whether the health department's current building has enough square footage to accommodate the department's needs. Mr. Migliozi replied that it was tight, and the department could use a larger meeting room. Mr. Simon stated that he would like to be on a building committee to pursue other possibilities for the health department. Mr. Migliozi stated that in addition to the ADA changes, he would also like to have some of the walls in the building repaired and painted, and would like to seek bids for that work.

At this time, Dr. Agana entered the meeting. (1:39 P.M.)

MOTION: 16-82 made by Mr. Messersmith, second by Mr. Borocz to accept Dr. Agana into the meeting.

Roll Call Vote:

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

Mr. Messersmith – Yes
Mr. Biery – Yes

Motion carried.

Mr. Migliozi informed the Board that the department is in its final steps in the accreditation process, but is not sure that the Warren City Health Department is in the same position. Mr. Migliozi asked the Board if they wished to have the department see if PHAB was willing to grant an extension of time for our application submission, should Warren City not be ready.

MOTION: 16-82 made by Mr. Simon, second by Mr. Messersmith to move forward in the accreditation process, and not authorize the district to request an extension from PHAB.

Mr. Biery stated that the department had spent a lot of time and money preparing for accreditation, and it is his feeling that the department and the Board need to move forward in the process. Mr. Migliozi added that if Warren City is not ready, that our department would still help and support them in moving forward with their own application.

Roll Call Vote:

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

Motion carried.

The contracts with the cities of Cortland and Hubbard were last reviewed in 2002. New contracts were drafted, but were never signed. Mr. Migliozi requested authorization to work with Atty. Kokor in reviewing and drafting contacts.

MOTION: 16-83 made by Mrs. Salapata, second by Dr. Agana to authorize the Health Commissioner and Atty. Kokor to review and draft new contracts with the cities of Cortland and Hubbard.

Roll Call Vote:

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

Motion carried.

Mr. Migliozi informed the Board that, at the request of Girard City, he attends one of their city council meetings every month. Girard City Council and the Mayor have been very complimentary of our efforts in their city, and of the work of our sanitarian, Michael Burke.

Mr. Migliozi also informed the Board that he meets weekly with Sandy Swann and Kenya Franklin, the Help Me Grow Family Service Program Coordinator. The state is requiring more and more from the HMG program and service coordinators, and they have really stepped up to the challenge. Ms. Franklin and the Family Service Coordinators have brought in a record amount of money to support this program, and Mr. Migliozi stated that he just wanted to recognize them publicly for their efforts.

MOTION: 16-84 made by Dr. Agana, second by Mr. Simon to accept the Health Commissioner's report as submitted.

Roll Call Vote:

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

Motion carried.

- V. **Director of Nursing Report:** Mrs. Swann presented a written report to the board for their review. On April 20, 2016, the nursing division conducted a POD drill at KSU Trumbull Campus, and Mrs. Swann thanked Steve Kramer for taking the health department's trailer out to KSU for the drill. Mr. Messersmith questioned the number of DAWN kits that were listed as distributed in her report. Mrs. Swann apologized, and said that the total reported was a typographical error.

MOTION: 16-85 made by Mrs. Salapata, second by Dr. Agana to accept the Director of Nurse's report as submitted.

Roll Call Vote:

Dr. Agana – Yes
Mr. Borocz – Yes
Mr. Dubos – Yes
Mr. Simon – Yes
Mrs. Salapata – 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. Mr. Messersmith questioned as to whether there was any new information on the lead water tests, and whether there was a concern when school resumes in the fall. Mr. Wilster stated that he did not have any more information than what was contained in his report, but yes, it will still be a concern when school resumes, and that flushing of the water systems will be recommended prior to schools opening. Mr. Migliozi added that the language in proposed H.B. 468 that contained civil and criminal penalties to boards of health for failure to provide timely notification regarding lead contamination in public drinking water was removed, and that responsibility has been placed on the EPA.

MOTION: 16-86 made by Mr. Messersmith, second by Mrs. Salapata to accept the Director of Environmental Health's report as submitted.

Roll Call Vote:

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

Motion carried.

VII. Health Educator Report: Ms. Amerine provided the Board with a written report for their review. Ms. Amerine also reported that 71 bicyclists participated in the Bike to Work event held on May 20th, which was the highest number of participants in the last 5 years. Mr. Dubos inquired about the bike helmets that were distributed during the May 14th Bike Rodeo. Ms. Amerine stated that the bike helmets were supplied through a grant. Due to the weather, there was a poor turn out to the rodeo on the 14th, another Bike Rodeo is going to be held in August to disburse the remainder of the helmets.

MOTION: 16-87 made by Mr. Borocz, second by Dr. Agana to accept the Health Educator's report as submitted.

Roll Call Vote:

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

Motion carried.

VIII. Accreditation Coordinator Report: Mrs. Markusic submitted a written report to the Board for their review. A Community Stakeholders' Meeting was held on May 18, 2016, and 40+ stakeholders attended. A lot of positive feedback was received on the meeting survey, and the department received many volunteers for the priorities identified.

MOTION: 16-88 made by Mr. Simon, second by Dr. Agana to accept the Accreditation Coordinator's written report as presented.

Roll Call Vote:

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

Motion carried.

IX. Board Report: Dr. Agana reported that she participated with Jenna Amerine at the State Health Assessment Regional Forum, and stated that the health district is in line with the state's guidelines and goals. In connection with the health district's branding, Dr. Agana sponsored an ad on behalf of the Trumbull County Combined Health District in a booklet for the 2016 Passport to Story Time Safari, which was sponsored by the Ohio Chapter of American Academy of Pediatrics, and held at the Columbus Zoo and Aquarium on May 15, 2016.

Mr. Messersmith asked what the situation was with the gunlock program, since Cabela's has been sold. Dr. Agana responded that they were negotiating with the new owners regarding the program.

Mr. Simon reported that State Representatives Mike O'Brien and Sean O'Brien were moving forward with negotiations to have the consent agreement in Trumbull County lifted. Mr. Simon was disappointed that no credit was given to the Board of Health for putting the information together in support of getting the consent agreement lifted. Atty. Kokor stated that in the television news story, the Board was mentioned. Mr. Simon added that that was only after Mr. Migliozi told them to do so. Mr. Dubos asked if whether a letter from the township trustees supporting the lifting of the agreement would be beneficial. Atty. Kokor responded that it would, and it should be sent to the Ohio EPA Director.

X. Old Business: A. Trumbull County Combined Health District Board of Health By-Laws – 3rd & Final Reading

MOTION: 16-89 made by Mr. Messersmith, second by Dr. Agana to approve the 3rd and final reading of the Trumbull County Combined Health District Board of Health By-Laws, and adopt the by-laws 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.

B. Passage of Revision of the Trumbull County Combined Health District Fee Schedule .12
Tattoo Establishments – 3rd & Final Reading

MOTION: 16-90 made by Mr. Dubos, second by Dr. Agana to approve the 3rd & final reading of the Revision of the Trumbull County Combined Health District Fee Schedule .12 Tattoo Establishments, and adopt the revision 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.

C. Passage of Revision of the Trumbull County Combined Health District Fee Schedule .09
Nursing – Addition of T. DAWN Kits – 2nd Reading

MOTION: 16-91 made by Dr. Agana, second by Mrs. Salapata to approve the 2nd reading of the revision of the Trumbull County Combined Health District Fee Schedule .09 Nursing.

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. Rescission – Declaration of Unfit for Human Habitation – 12 S. Lorain, Girard City, Tracey E. Miller, Owner – Not present. At the January 27, 2016, Board of Health meeting, the Board voted to declare this structure unfit for human habitation. Since that time, the owner has cleaned up the property and made repairs to the structure. Girard City Officials stated that they have been presented with evidence showing that the conditions that were present at the time of the health department’s inspection have been corrected, and requested that the Board of Health rescind their declaration of unfit. A recent inspection was conducted by the environmental health division, and the sanitarian concurs with the city’s findings.

MOTION: 16-92 made by Mr. Simon, second by Dr. Agana to rescind the January 27, 2016, declaration of unfit for 12 S. Lorain St., Girard City.

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.

Due to an error, it was requested to amend the agenda to add three items under New Business, A. Private Water System Installation, B. Approval of the 2017 Proposed Budget, and G. Tax Assessment for Unpaid Registration Certificate Fee Level 5.

MOTION: 16-93 made by Mr. Simon, second by Mr. Borocz to amend the agenda as requested.

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. New Business:** A. Private Water System Installation Permit Extensions – Ohio Administrative Code 3701-28-03(M) states that if a private water system has not been constructed, sealed or altered within one year from the date of permit issuance, that the permit automatically expires, but that a board of health may extend the permit for an additional six months. A similar provision for permit extension also appears in the sewage regulations, and the board had authorized the Director of Environmental Health to grant permit extensions for the sewage program. It is respectfully requested that the same authorization be granted for the private water system program.

MOTION: 16-94 made by Dr. Agana, second by Mr. Borocz to grant authorization to the Director of Environmental and the Health Commissioner to grant one-time six (6) month permit extensions for the private water system program, upon request from the private water system installer or property owner.

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. Approval of the 2017 Proposed Budget

MOTION: 16-95 made by Mr. Dubos, second by Dr. Agana to approve the 2017 proposed budget 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.

C. Variance Request – Matthew & Tracy Miller, 9015 Chaffee Dodgeville Rd., Greene Twp. – Mr. Miller was present. On February 17, 2015, the Mr. & Mrs. Miller were issued a notice informing them that they were required to have a point of sale inspection conducted on the sewage system. On May 18, 2015, the health department received a letter from Mr. Miller, requesting a variance based upon financial hardship. The Health Commissioner sent a response to Mr. Miller notifying him that his request would be placed on the board meeting agenda for a variance if he wished, but that at present there was no variance in question. The Health Commissioner advised Mr. Miller to submit the application for evaluation, and if the fee was an issue, to submit it without the payment, but also submit a request that the department consider processing the application without the fee. On January 26, 2016, a second notice was sent to Mr. & Mrs. Miller informing them that they were scheduled for an administrative hearing. The homeowner contacted the office and stated that there was currently an elderly man living in the home, and his plan was to tear the house down when it became vacant. Mr. Miller stated that he would put the point of sale inspection evaluation in the mail, but he would like to have the fee waived. After discussion with

the Health Commissioner, Mr. Miller was informed that unless he received a variance from the board of health, he would need to pay the fee; or, he could set up a payment plan to pay the fee over a period of time, and then have the inspection conducted. On March 23, 2016, Mr. Miller submitted a request for a variance. The health department charges a fee per OAC 3701-29, to cover the cost associated with administering this program. Mr. Miller stated that currently he is not receiving rent from the elderly gentleman living in the home.

MOTION: 16-96 made by Mr. Simon, second by Mrs. Salapata to waive the \$250.00 real estate evaluation fee for Matthew & Tracy Miller, 9015 Chaffee Dodgeville Rd., Greene Twp.

Mr. Messersmith asked if the fee has ever been waived for a real estate evaluation fee in the past. Mr. Miglioizzi stated that requests have been received in the past, but the Board has denied those requests in the past. If the sewage is found not to be functioning properly, something can be worked out with the owner so that the system does not have to be upgraded, since his intent is to have the house torn down when it becomes vacant. Mr. Simon stated that since Mr. Miller is not currently charging the occupant rent, that if the Board requires that the fee be paid, that it will have to be passed onto the renter. Mr. Miglioizzi stated that a payment plan was offered, and is still an option.

Roll Call Vote:

Dr. Agana – No
Mr. Borocz – No
Mr. Dubos – No
Mrs. Salapata – No
Mr. Simon – Yes
Mr. Messersmith – No
Mr. Biery – No

The motion did not pass, but a payment plan will be set up with Mr. Miller to help with the financial hardship.

D. Variance Request – Tim & Kim Bonar, 4796 Davis Peck Rd., Gustavus Twp. – Not present. Mr. & Mrs. Bonar are in the process of upgrading the septic system, which will consist of an on-lot system. Upon laying out the system, it was determined that the leach lines could not be installed to comply with the state code on setback requirements from the driveway and roadway.

MOTION: 16-97 made by Dr. Agana, second by Mr. Borocz to grant a variance from rule OAC 3701-29-06(G)(3) to Tim & Kim Bonar to install the leach lines five (5) feet from the driveway and Stoddard Hayes Rd. at 4796 Davis Peck Rd., Gustavus 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.

E. Variance Request – Joe Lepley, 5602 Greenbrier Dr., Liberty Twp. – Not present. Mr. Lepley is in the process of upgrading the septic system, which will consist of an off-lot system. Upon laying out the system, it was determined that the sewage drain line must cross Mr. Lepley's driveway.

MOTION: 16-98 made by Dr. Agana, second by Mr. Borocz to grant a variance from rule OAC 3701-29-06(G)(3) to Joe Lepley to install the sewage drain line through the driveway at 5602 Greenbrier Dr., Liberty 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. Alleged Code Violation – George Reed, 200 Churchill, Girard City – Not present. On April 27, 2016, the health department was notified by Girard City that the water was shut off to this property. A notice of violation was issued on May 6, 2016, stating to have the water service restored to the premises immediately. The owners have not complied with the notice, and to date, the water service to the premises has not been restored.

MOTION: 16-99 made by Dr. Agana, second by Mrs. Salapata to require George Reed, 200 Churchill, Girard City, to have potable water service returned to the premises within seven (7) days, by making arrangements with the Girard City Water Department. Failure to comply will result in the 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.

Mr. Messersmith questioned as to whether the two cases brought before the board last month had been turned over to the court, and Mr. Wilster responded that they had.

G. Tax Assessments for Unpaid Registration Certificate Fee Level 5 – The Board was given a list of property owners who had not renewed their registration certificates or issued a written response/opposition to the permit to operate and/or the fee. Currently these property owners are operating their sewage systems without a registration certificate.

MOTION: 16-100 made by Mr. Messersmith, second by Dr. Agana to pass a resolution as follows: Pursuant to ORC 3709.091, To Authorize the Health Commissioner to Cause Assessments to be Filed Against Property Owners (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 & 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.

MOTION: 16-101 made by Mr. Messersmith, second by Dr. Agana to close for executive session for discussion of personnel, and include Atty. Kokor in those 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: 16-102 made by Mr. Messersmith, second by Mr. Simon 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 2:30 – Reopened 2:54 P.M.)

MOTION: 16-103 made by Mrs. Salapata, second by Mr. Dubos to pay James J. Enyeart, M.D., 4 weeks of vacation time, with a notice that this will be Dr. Enyeart’s final compensation.

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. **Approval of Payment of the Bills: MOTION: 16-104** made by Mr. Messersmith, second by Dr. Agana to approve 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.

XIII. **Date of Next Regular Meeting: June 22, 2016**

XIV. **Adjournment: MOTION: 16-105** made by Mr. Messersmith, second by Dr. Agana 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. (Adjournment 2:55 P.M.)

RECORDED BY:

ATTESTED BY:

Johnna Ben
Administrative Secretary
Trumbull County Combined Health District

Robert Biery, Jr.
President
Trumbull County Board of Health

For

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

Health Commissioner Report for May 2016

1) Budget review:

The attached statement reflects the actual revenues and expenditures from January 2016 through April 2016. Overall, our finances appear to be on track for the year remaining.

- All fund balance has revenues exceeding expenditures of \$124,042.83 and we are managing our appropriations in a responsible manner ahead of calendar year remaining
- General fund is behind YTD but is also on track with the remaining calendar year. The things to attribute to high general fund expenses are due to 3 payrolls in April that equated to a figure of \$43,414.04, extra postage of \$10,000, and liability insurance payment of \$16,503. This equaled additional expenses of \$69,917.04. In addition, there will be transfers, in May, from grants to the general fund in the amount of \$63,522.18 to complete 2015 reimbursements to this fund.
- We will continue to monitor fund 972 as April experienced revenues over expenditures to see if this trend continues. Tipping fees usually increase during the warmer months.
- CFHS fund 953 will have to be adjusted as the grant was extended through September. Also note that OIMRI monies will be shifted from Planned Parenthood to Mahoning County District Board of Health.

2) HC time analysis:

Attached you have my time spent by program, as well as a visual depiction of my time by percentage. The majority of my time was spent on administrative services, emergency preparedness, and accreditation

3) Accreditation:

The state continues to pursue the issue of mandatory accreditation for all local health districts to achieve by 2020. The State Director of Health stipulated at the recent Health Commissioners conference that they will be hiring a university to visit each department this summer to assess their readiness to become accredited. Our agency has also participated in the state health assessment process, Mercy Hospital health needs assessment, United Way health funding assessment, as well as our own revised assessment held on April 18, 2016.

4) Zika Virus:

Zika virus continues to be a concern at the state and federal levels; thus, we are working to develop plans to address this potential health issue. We attended a state conference in Columbus to learn about the phased approach to controlling cases of Zika Virus, and we have applied for a grant to purchase larvicide, and sprayers as environmental controls for

mosquitoes. We are also planning to work with interns to disseminate public information on the elimination of breeding sites and ways to avoid the bite of a mosquito. We have offered our assistance to our political subdivisions and many have reached out to us.

5) C&DD landfill application:

The application for the proposed Transrail site in Hubbard Township is still under review by our consultant and is expected to be concluded in the coming weeks. If it is incomplete, we will not bring it to the Board for action but will notify the owners of the deficiencies. However, if it is complete, we will place it on your next agenda. Even though there is no requirement for public notice, we will notify the Trustees of Hubbard Township if it will be on the agenda, as well as our State Representatives and Senator who have made this request to us.

TRUMBULL COUNTY COMBINED HEALTH DISTRICT
FINANCIAL REPORT

FUND	BUDGET	MARCH		APRIL		REVENUE	YEAR TO DATE		REMAINING BALANCE	% REMAINING	CALENDAR REMAINING
		REV	EXP	REV	EXP		EXENDITURES	REV - EXP			
GENERAL FUND 950	\$ 2,128,453.03	\$ 59,533.10	\$ 129,179.14	\$ 361,111.26	\$ 219,301.14	\$ 604,504.32	\$ 715,601.03	\$ (111,096.71)	\$ 1,412,852.00	66.38%	66.67%
FOOD SERV FUND 951	\$ 323,146.35	\$ 229,890.23	\$ 18,462.55	\$ 4,359.66	\$ 34,666.95	\$ 329,365.94	\$ 99,569.28	\$ 229,796.66	\$ 223,577.07	69.19%	66.67%
CFHS FUND 953	\$ 404,515.50	\$ -	\$ 2,394.14	\$ -	\$ 41,276.06	\$ 39,445.00	\$ 79,599.76	\$ (40,154.76)	\$ 324,915.74	80.32%	66.67%
CAR SEAT FUND 955	\$ 15,769.75	\$ 225.00	\$ 131.72	\$ 180.00	\$ -	\$ 405.00	\$ 1,097.81	\$ (692.81)	\$ 14,671.94	93.04%	66.67%
PROJECT DAWN FUND 956	\$ 33,539.86	\$ -	\$ 3,507.03	\$ -	\$ 3,641.62	\$ 19,127.00	\$ 7,871.94	\$ 11,255.06	\$ 25,667.92	76.53%	66.67%
MOBILE HOME PARK FUND 957	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	100.00%	66.67%
PARKS/CAMPS FUND 958	\$ 5,710.00	\$ -	\$ -	\$ 1,949.84	\$ -	\$ 1,949.84	\$ 960.00	\$ 989.84	\$ 4,750.00	83.19%	66.67%
PRIV WATER SYS FUND 959	\$ 33,101.00	\$ 2,402.75	\$ 150.92	\$ 2,556.00	\$ 1,540.47	\$ 7,240.75	\$ 5,247.54	\$ 1,993.21	\$ 27,853.46	84.15%	66.67%
POOLS FUND 960	\$ 15,199.07	\$ -	\$ -	\$ 7,689.00	\$ -	\$ 7,689.00	\$ 1,040.00	\$ 6,649.00	\$ 14,159.07	93.16%	66.67%
IMMUNIZATIONS FUND 963	\$ 50,798.92	\$ 2,529.00	\$ (97.50)	\$ 12,518.00	\$ 15,047.24	\$ 15,047.00	\$ 16,224.74	\$ (1,177.74)	\$ 34,574.18	68.06%	66.67%
WELCOME HOME FUND 967	\$ 495,000.00	\$ 29,957.38	\$ 28,079.45	\$ 29,539.90	\$ 39,577.96	\$ 135,221.02	\$ 120,952.51	\$ 14,268.51	\$ 374,047.49	75.57%	66.67%
REIMB SWD FUND 970	\$ 20,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ 8,750.00	\$ -	\$ 8,750.00	\$ 20,000.00	100.00%	66.67%
PUBLIC HEALTH FUND 971	\$ 186,869.96	\$ 98,472.81	\$ -	\$ -	\$ 34,135.04	\$ 98,472.81	\$ 37,335.04	\$ 61,137.77	\$ 149,534.92	80.02%	66.67%
CONSTRUCTION & DEMO FUND 972	\$ 1,400,000.00	\$ 516.44	\$ 7,376.21	\$ 177,876.44	\$ 151,732.59	\$ 413,988.96	\$ 461,192.56	\$ (47,203.60)	\$ 938,807.44	67.06%	66.67%
HOUSEHOLD SEWAGE TREATMENT SYSTEM PROGRAM FUND 974	\$ 354,500.00	\$ 40,468.75	\$ 37,765.54	\$ 30,339.25	\$ 62,111.61	\$ 114,408.00	\$ 118,369.52	\$ (3,961.52)	\$ 236,130.48	66.61%	66.67%
C & DD GROUND WTR MONITORING FUND 975	\$ 92,073.00	\$ -	\$ -	\$ 11,085.00	\$ 8,868.00	\$ 25,745.20	\$ 26,669.56	\$ (924.36)	\$ 65,403.44	71.03%	66.67%
CREATING HEALTHY COMMUNITIES FUND 976	\$ 136,997.73	\$ 37,534.00	\$ 692.94	\$ 7,238.00	\$ 21,707.84	\$ 44,772.00	\$ 23,485.41	\$ 21,286.59	\$ 113,512.32	82.86%	66.67%
MIECHV FUND 978	\$ 199,871.94	\$ -	\$ 31.25	\$ 28,380.00	\$ 33,821.83	\$ 28,380.00	\$ 35,389.30	\$ (7,009.30)	\$ 164,482.64	82.29%	66.67%
TB CONTROL UNIT FUND 979	\$ 61,000.00	\$ 230.00	\$ 3,041.32	\$ 455.00	\$ 7,589.87	\$ 1,090.00	\$ 20,953.01	\$ (19,863.01)	\$ 40,046.99	65.65%	66.67%
TOTAL	\$ 5,959,546.11	\$ 501,759.46	\$ 230,714.71	\$ 680,277.35	\$ 675,018.22	\$ 1,895,601.84	\$ 1,771,559.01	\$ 124,042.83	\$ 4,187,987.10	70.27%	66.67%

HEALTH COMMISSIONER WORK HOURS
APRIL 23, 2016 - MAY 13, 2016

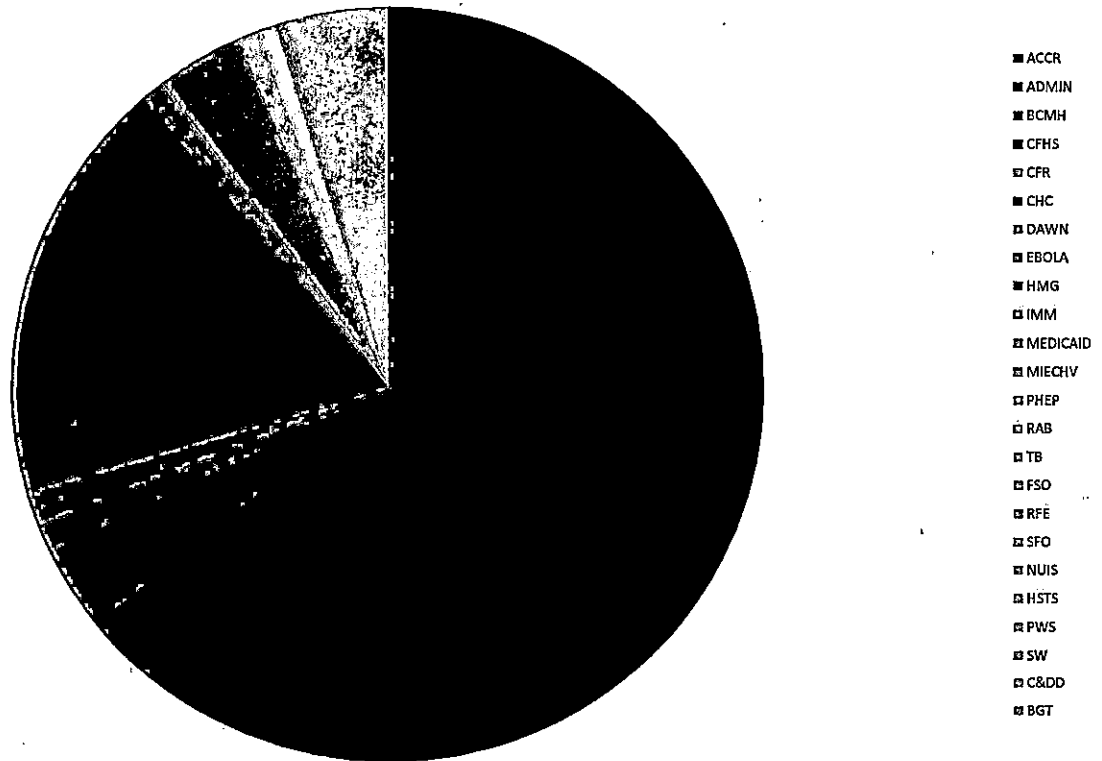
<u>SUMMARY -YTD</u>	COUNT	MINUTES	PERCENTAGE	HOURS
ACCR	55	825	13.4%	13.75
ADMIN	208	3120	50.7%	52
BCMh	0	0	0.0%	0
CFHS	15	225	3.7%	3.75
CFR	0	0	0.0%	0
CHC	2	30	0.5%	0.5
DAWN	0	0	0.0%	0
EBOLA	3	45	0.7%	0.75
HMG	6	90	1.5%	1.5
IMM	0	0	0.0%	0
MEDICAID	0	0	0.0%	0
MIECH	0	0	0.0%	0
PHEP	75	1125	18.3%	18.75
RAB	0	0	0.0%	0
TB	0	0	0.0%	0
FSO	1	15	0.2%	0.25
RFE	0	0	0.0%	0
SFO	3	45	0.7%	0.75
NUIS	15	225	3.7%	3.75
HSTS	4	60	1.0%	1
PWS	3	45	0.7%	0.75
SW	2	30	0.5%	0.5
C&DD	0	0	0.0%	0
BGT	18	270	4.4%	4.5
LUNCH	43	645		10.75
SICK	0	0		0
OFF	32	480		8
VAC	0	0		0
HOLIDAY	0	0		0
TOTAL MINUTES	485	7275	100%	121.25
MINUTES LESS SICK, VAC, HOL, LUNCH		6150		

SUMMARY -YTD

PERCENTAGES

ACCR	13.41%
ADMIN	50.73%
BCMh	0.00%
CFHS	3.66%
CFR	0.00%
CHC	0.49%
DAWN	0.00%
EBOLA	0.73%
HMG	1.46%
IMM	0.00%
MEDICAID	0.00%
MIECHV	0.00%
PHEP	18.29%
RAB	0.00%
TB	0.00%
FSO	0.24%
RFE	0.00%
SFO	0.73%
NUIS	3.66%
HSTS	0.98%
PWS	0.73%
SW	0.49%
C&DD	0.00%
BGT	4.39%

PERCENTAGES



Board Accreditation Presentation - 5/25/16

1. **Community Public Health Assessment.** Continued to analyze and process data from Community Public Health Assessment Surveys. Added comparative data from secondary data sources. Reviewed and updated CHA Appendix C with latest Health Factor and Health Outcome data. Reviewed and updated 2014 CHIP Priority Strategy Process Assessments with latest data and information available. Prepared for Community Stakeholders' Meeting (5/18/16). Handouts from meeting are included. (75% Time).
2. **Quality Improvement.** Continued to meet weekly to write and develop our Quality Improvement Plan. (20% Time)
3. **TCCHD Branding.** Met with the TCCHD/WCHD Branding Subcommittee. Began developing the Branding Plan based on input from Branding Subcommittee. (5% of Time)

**Report of the Health Educator
Jenna Amerine
May 2016**

Creating Healthy Communities Grant

- CHC Grant Activities:
 - Attended CHC All-Project Conference call.
 - 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 prepare to help Tod's Crossing become Smoke-free and have reached out to The Manor at Howland Glen who is also interested in becoming smoke-free.
 - Continue to plan for the annual school food service conference in August.
 - Mailed the finalized brochures for the School Food Service Conference on May 24th and began accepting registrations.
 - Hosted Bike Safety Rodeo in Warren on May 14th. Passed out free kids bike helmets we received from the Put a Lid On It grant through the American Academy of Pediatrics Ohio Chapter. Due to inclement weather conditions we only had 16 participants and plan to host a rain-date Bike Safety Rodeo in August to complete distributing the bike helmets.
 - Hosted the 5th Annual Bike to Work Breakfast Event on May 20th from 6am-9am. Bike to Work Report included for additional information and attendance numbers.
 - Promoted Bike to Work Breakfast Event on WFMJ Today Live TV on Tuesday, May 17th.
 - Attended Bike to Work Debrief meeting to evaluate this year's event and suggestions for future years.
 - Attended American Cancer Society Volunteer Leadership Council Meeting on May 12th.
 - Attended WOW (World of Wildlife) Bicycle Tour Meetings to help prepare for the bicycle ride on June 11th.
 - Met with the Warren Library about implementing a Bike Share Program through our CHC funding.
- Held meeting with Everspring about KSU/MPH Partnership communication plan and future plans for the partnership.
- Continue to promote the Facebook Page as well as post informational material and programs on the site.
- Attended county wellness meeting to discuss plans for wellness dollars.

- Implemented Walking Program with health department employees for the next 6 months through County Wellness.
- Attended Accreditation Meetings and oversaw the Health Education Intern in presenting the Community Health Assessment Data to Stakeholders and begin writing the Community Health Assessment Addendum.
- Attended the NE Regional forum for the State Health Assessment.
- Attended Mercy Health's Community Assessment Results meeting.
- Attended/presented at our Stakeholder meeting to vote on the priority areas from our Community Health Assessment Survey.
- Health Education Intern attended and hosted a table at Howland High School's Athlete Health Fair and provided information on sports related diseases and safety.
- Attended Swanston Grant Healthy Living Library Storytimes.

Days Worked

- 21

Early, Late and Weekend Hours

- Worked late on May 12th for American Cancer Society Volunteer Leadership Council Meeting.
- Worked on Saturday May 14th for Warren Bike Safety Rodeo.
- Worked late on May 16th for WOW Bicycle Tour Planning Meeting.
- Worked early on May 17th for live spot on WFMJ Today to promote Bike to Work Breakfast Event.

Plans for June

- Continue supervising Health Education Intern in writing the Community Health Assessment Addendum and Improvement plan.
- Continue supervising Health Education Intern with his bicycle infrastructure evaluation for his MPH Capstone Project.
- Continue operating and updating the Facebook Page.
- Continue planning for School Food Service Conference and accepting registrations.
- Assist with Swanston Grant Library classes.
- Develop and send out the 2nd Quarter CHC Newsletter.
- Attend CHC All-Project call on June 23rd.
- 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.

- Host quarterly CHC site visit with Ohio Department of Health CHC State consultant.
- Meet with the tobacco coalition to move forward on implementing smoke-free in multi-unit housing and meeting with Tod's Crossing to move forward on their plan to become Smoke-Free.
- Attend Grace AME Health Fair on the Square on June 4th to pass out Health department brochures/information and smoke-free surveys.
- Attend WOW Bicycle Tour Planning meetings and the event on June 11th.
- Attend Well-Being Collaborative of Ohio Steering Committee and Population Health Committee Meetings.



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
May 25, 2016

- Permits & Applications for April 2016:
 - Residential Septic.....55
 - Private Water Systems26
 - Plumbing – Residential33
 - Plumbing – Commercial4
 - Real Estate Applications45

- Inspections for April 2016:

<ul style="list-style-type: none"> - Private Water Systems21 - Plumbing104 - Manufactured Home Parks3 - Schools18 - Public Pools/Spas1 - Tattoo & Body Piercing1 - Campgrounds0 - Food Service Operations163 - Food Service Mobile Units18 - Food Service Temporary Units0 - Retail Food Establishments53 - Mosquito Investigations2 - Institution Inspections1 	<ul style="list-style-type: none"> - Nuisances – Sewage6 - Nuisances – Solid Waste64 - Nuisances – Housing41 - Rodent Control (Complaints)0 - Real Estate Evaluations84 - Residential Sewage177 - O & M Sampling352 - Semi-Public Sewage Systems68 - Solid Waste Landfill0 - C&DD0 - Smoking Investigations4 - Water Sampling and Baseline Sampling of Water for Oil & Gas Drilling78
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- Administrative Hearings Scheduled for April 2016:

<ul style="list-style-type: none"> - Private Water Systems9 - Sewage Complaints0 - Real Estate Upgrades11 - Animal Complaints0 	<ul style="list-style-type: none"> - Solid Waste16 - Point of Sale4 - Sewer Tie Ins0
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- Administrative Hearing Outcomes for April 2016:

<ul style="list-style-type: none"> - Complied10 - No Shows – F & O Issued19 - Tabled4 	<ul style="list-style-type: none"> - Consent to Board Order7 - Vacant0
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- At the last board meeting, it was reported that Liberty School District tested negative for lead in their drinking water, but the school misinterpreted the results. When our inspector reviewed the results, he found that E.J. Blott Elementary and W.S. Guy Middle Schools were had high lead levels. The school district was informed, and advised to take the drinking fountains out of service.
- Attached please find the status updates on the Board’s Findings & Order’s cases

Board's Findings Orders Update

Last Name	First Name	Violation Address	Township	Program/Type	Date of Board Meeting	Findings & Orders	Time-frame	Status
Pawelchak	Michael	3796 Greenville	Johnston	2014012	1/28/2015 12/10/2015	tabled for time to remove solid waste & meeting at site	tabled for 60 days	Met with owner on 1/6/16 - per Rod tickled for 60 days - 4/22/16 needs follow up admin hearing
					Admin Hearings			
Nexlev Inc.	Ed Yasechko	Drummond Ext.	Hubbard	2014144	8/27/15	Remove all solid waste and submit receipts	tabled 90 days	Site visit by Rod Hedge 9/2/15, 1/6/16 - Per Rod Hedge, tickle until March 1, 2016 - Per Rod Hedge, tickled until <u>6/30/16</u>
Fox	John P.	5970 Youngstown Kingsville	Johnston	2012048	12/3/15	Remove all solid waste	tabled 30 days	Rod Hedge to revisit site
Massacci	Elvira T.	Parcel #21-033105 S. Main	Weathersfield	2013130	12/3/15	Remove all solid waste	tabled 30 days	Per Rod Hedge, tickled until 4/1/16
Swegan	Carl	7932 Rose	Brookfield	2014143	12/3/15	Remove all solid waste	tabled 60 days	2/11/16 site visit, 3/21/16 phone call from church, tickled 90 days
Babb	David	660 Seventh St.	Warren	2014139	12/3/15	Remove all solid waste	tabled 60 days, submit plan by 12/31/15	4/22/16 needs follow up hearing
Allman	Jacalyn Ann	2965 Newton Falls Tomlinson	Newton	2014075	12/3/15	Remove all solid waste	tabled (legal issues)	
Yoder	David & Rebecca	8166 Girdle	Mespo	real estate	12/8/15	Upgrade septic system	tabled 90 days	needs admin hearing
Reynolds	Shirley	4989 Brady St.	Newton	real estate upgrade	1/12/16	Upgrade the septic system	11/01/16	
Mosley	Kevin & Amanda	9323 Kinsman Ridge	Kinsman	real estate	1/12/16	Upgrade the septic system	11/01/16	
BHK Properties		1100 E. Liberty	Liberty	2015155	1/11/16	Remove all solid waste	tabled	tabled to consult with Army Corp of Engineer's
George	Barbara	10364 E. Market	Vienna	PWS	1/21/16	Make application to seal old well	tabled 60 days	tabled in order for Rod to check site for well <i>Closed</i>
Hunter	DeWayne	1116 Tibbetts Wick	Liberty	real estate upgrade	1/26/16	Upgrade septic system	11/01/16	
Rusnak	Jeffrey	815 North River Rd.	Warren	real estate	2/2/16	Upgrade septic system	11/01/16	
Clay	Claude & Debra	1639 North Main	Weathersfield	Temporary Fix	2/2/16	Install chlorinator	60 days	<i>Niles Court</i>
Frantz	Mark & Sharon	2513 Newton Falls Tomlinson	Newton	real estate	2/16/16	Upgrade septic system	11/01/16	
Majors	Denise	685 Jane	Brookfield	2015027	3/3/16	Remove all solid waste & submit receipts	60 days	
Couch	Lisa A.	2371 Mahan Denman	Mecca	2015112	3/3/16	Remove all solid waste & submit receipts	30 days	4/16/16 file to Rod to recheck
Davis	Katsumi	1180 Timbercrest	Liberty	2015022	3/3/16	Cease & desist harboring animals	14 days	Tickled for 60 days per Rod Hedge <i>Closed</i>
ACM Vision V LLC		7812 Second St.	Brookfield	2015138	3/3/16	Remove all solid waste & submit receipts	30 days	file to Rod for recheck 4/21/16 <i>Court</i>

F10

Board's Findings Orders Update

Mitchell/Kane	David/Lisa	5833 Youngstown Kingsville	Johnston	real estate	3/15/16	Identify all treatment components or upgrade system	11/01/16	
Miller	Willis	5029 Parks West	Mespo	PWS	3/17/16	Seal well & have bacteria test	30 days	Paid fee 4/17/16
Harbour Portfolio VII LP		3309 Anderson Morris	Liberty	real estate	3/22/16	Upgrade septic system	11/01/16	
Heckman	Charles	348 Howland Springs	Howland	PWS	3/31/16	Submit PWS application and seal well	30 days	Count
Swonger	Michael T.	1533 Gordon	Warren	2015096	3/24/16	Upgrade septic system	11/01/16	
Iacino	Eugene Gerald	320 Drummond	Hubbard	2015146	3/24/16	Upgrade septic system	11/01/16	
Darrin	Matthew J.	8523 Red Oak	Howland	PWS	4/7/16	Submit PWS application with fee and seal well	30 days	permit issued 4/6/16
Micou	Monnette	607 Howland Wilson	Howland	PWS	4/7/16	Submit PWS application with fee and seal well	30 days	extension on permit for 4 months
Martof	Rachel G.	2165 Silver Fox Lane	Howland	PWS	4/7/16	Submit PWS application with fee and seal well	30 days	Count
Powell	Gregory	2688 St.Rt. 7	Brookfield	Solid Waste complaint	4/14/16	Remove all solid waste & submit receipts	30 days	
Wheeler	Joseph	3740 Meadowbrook	Warren	Solid Waste complaint	4/14/16	Remove all solid waste & submit receipts	30 days	
Cope	Bradford	223 Broad	Newton	Solid Waste complaint	4/14/16	Remove all solid waste & submit receipts	30 days	Closed
Trickett	John	25 Stewart	Hubbard	Solid Waste complaint	4/14/16	Remove all solid waste & submit receipts	30 days	
Yeager	Connie	622 Bishop	Warren	Solid Waste complaint	4/14/16	Remove all solid waste & submit receipts	30 days	
Yeager	Connie	247 Meadowbrook	Warren	Solid Waste complaint	4/14/16	Remove all solid waste & submit receipts	30 days	↓ Girard Count
Clark	Blanch S.	407 Illinois	Girard City	Water shut off	4/27/16	Have water turned on	7 days	Girard Count
Sellers	Ashley	402 Davis	Girard City	Water shut off	4/27/16	Have water turned on	7 days	
Wilson	Brian & Dawna	8407 Girdle	Mespo	Point of sale	4/26/16	Make arrangements to have the sewage system evaluated	30 days	Permit 5/31/16
Black/Smith Jr.	Pamela/Merle	2766 Warren Meadville	Bazetta	real estate	4/26/16	Upgrade the septic system	11/01/16	
Guy Jr.	Bruce	1307 Harrison	Weathersfield	Temporary Fix	4/26/16	Install chlorinator	45 days	
Yoder/Byler	Simon/Emma	7289 Curtis Middlefield	Farmington	real estate	4/26/16	Upgrade the septic system	11/01/16	
Hilty	Adam	1239 Beech	Weathersfield	real estate	4/26/16	Upgrade the septic system	11/01/16	
Midfirst Bank		2793 Barclay Messerly	Southington	Solid Waste complaint	4/21/16	Remove all solid waste & submit receipts	30 days	
Cassidy	Thomas	3774 Liberty	Hubbard	Solid Waste complaint	5/5/16	Remove all debris	45 days	
Kruppa	William	486 Seventh	Warren	Solid Waste complaint	5/5/16	Remove all debris	45 days	
Tingler	Shelby	3927 Nelson Mosier	Braceville	Solid Waste complaint	5/5/16	Remove all debris	45 days	

Board's Findings Orders Update

Tonkovich	Michael	433 Champion St. East	Champion	Solid Waste complaint	5/5/16	Remove all solid waste & submit receipts	90 days	
Kaja Holdings LLC		3697 Youngstown Kingsville	Fowler	Point of sale	5/10/16	Make arrangements to have the sewage system evaluated	30 days	
Kolat	Chad	815 Warner	Brookfield	real estate	5/10/16	Complete real estate inspection	30 days	
Ellis	Kimberly	3782 Warren Sharon	Vienna	real estate	5/10/16	Upgrade the septic system	120 days	
Brown	Martha B.	4526 North Lake	Farmington	real estate upgrade	5/10/16	Upgrade the septic system	90 days	

**Trumbull County Health Department
Nursing Division
Board of Health Report May 25, 2016, 2016 for April 2016**

- PHEP grant was reduced by 5% for fiscal year 2017. Funding will be reduced from \$146,209.00 to \$139,350.00.
- TCCHD conducted our yearly NECO Functional Exercise on April 6th and 7th. This year's exercise was an outbreak to test our epidemiology capability. There are 14 capabilities we have to test by June 30, 2017 and we have tested 12 capabilities to date.
- On April 20, 2016, TCCHD Nursing Division conducted a POD drill at KSU Trumbull Campus. Attached is the analysis of that drill.
- Our DAWN Program has distributed 48 Naloxone kits for 2016 – 32 kits were given to family or friends; and 27 kits have been given to agencies that provide services to people with drug addiction.

Nursing Division Staff Report:

<i>Reported Communicable Disease Cases for April 2016</i>	
<u>Reportable condition</u>	<u># of cases reported</u>
Chlamydia	38
Campylobacteriosis	1
Cryptosporidiosis	1
Gonococcal	6
Haemophilus influenza (invasive disease)	1
Hepatitis A	2
Hepatitis B (chronic)	5
Hepatitis C (chronic)	31
Influenza-associated hospitalization	19
Lyme	4
Pertussis	1
Rabies (all negative)	2 - tested
Salmonellosis	3
Streptococcal Group A – invasive	1
Streptococcus pneumoniae- invasive antibiotic resistance unknown or non-resistance	2
Syphilis – late latent (>1year) asymptomatic	
Syphilis – stage unknown	1
Tuberculosis	1
Varicella	6
<u>Total cases reviewed</u>	<u>125</u>

MONTH <u>April 2016</u>		
Nursing Programs	# of Services Provided	Clients Served
BCMh	129 Calls	15
Health Fairs / Presentations	KSU Health Fair	150
Project DAWN Presentations	0	0
Car Seat Classes	3	14
Car Seats Provided	17	14
Children Immunization Clinics	2 Clinics	22 children served
Adult Immunization Clinics	1 Clinic	4 adults served
TB Testing	1 Clinic	20 adults served
Pregnancy Testing	6	2 Positive; 4 negative
Referrals to Agencies: (WIC, DJFS, Immunization Clinics, Mental Health)	BP/BS @ GC Multi – Center 11	8 11
WIC Class	0	0
Immunization Appointments	1 – Walk-in Clinics 1 – Child Appt. Clinic 1 – Adult Appt. Clinic	9 children 13 children; 6 no shows 24 adults; 3 no shows; 3 cx
TB Clinic Appointments	0	0
TB Nurse Appointments	3	3
Cribs for Kids	2	9
Baby & Me Smoke Free Sessions	2– Voucher Visits 5 – Prenatal Session	7
DAWN Program	11 - Family/Friends 0 - Facilities	11 – kits given (4 refills) 0 – kits given

- 04/06/2016 – Regional Exercise warm start – all nursing staff participated.
- 04/07/2016 – NECO Region Functional Exercise –all nursing staff participated.
- 04/19/2016 – KP provided ICS overview for TC KSU students.
- 04/20/2016 – TC KSU POD drill – all nursing staff participated.
- 04/27/2016 & 04/28/2016 – KP received ICS 400 training.

HOME VISITING PROGRAMS			
MONTH <u>April 2016</u>			
HMG – Maximum Cases – 120			
MIECHV – Maximum Cases - 43			
OCTF – Maximum Cases – 12			
Home Visiting Programs	Caseload Beginning of Month Cases/Referrals	Case Load End of Month Cases/Referrals	# of Home Visits Kept/Un-Kept Visits
HMG	78/12 (90)	79/11 (90)	76/9
MIECHV	37/6	40/4	52/7
PART C (EI)	51/36	52/52	37/2
OCTF	5/0	5/0	3/0
Total Caseload	171/54	176/67	168/18

- 3 (JF, TL, & BS) Home Visitors attended LEAN Ohio.
- 04/12/2016 - All Home Visitors attended the 5A's Training and TA calls.
- 04/11/2016 – HMG staff attended the All Health Department meeting; 04/22/2016 HMG Staff attended the HMG meeting; and 04/25/2016 HMG staff attended the Nursing Department meeting.
- 04/22/2016 – EI Coordinator call.
- 04/28/2016 – HMG Supervisor attended the Smoke & Mirrors training on E-Cigarettes.

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

**Trumbull County Combined Health District (TCCHD),
Warren City Health Department (WCHD), and
Kent State University (KSU)
Point of Dispensing (POD) Drill
Hot Wash Findings**

On Wednesday, April 20, 2016, TCCHD, WCCHD, and KSU conducted a POD throughput drill at KSU Trumbull Campus. TCCHD and WCCHD Nursing staff and the KSU Nursing Instructor met on four separate occasions November 2015 through March 2016 to plan for this event.

TCCHD took the lead to develop all of the materials that would be used during the drill and WCCHD took the lead to obtain the placebo medicine that was dispensed during the drill. In addition, TCCHD used Real Opt to set up a POD site derived from our planning discussions and modeled a through put time based on the number of stations designated and the number of people that would be available to manage each station.

Prior to the day of the drill, the KSU Nursing Instructor provided education to her students on the scenario agent, Anthrax, so that they would be familiar with this agent prior to the drill. Also, TCCHD provided education on the Incident Command System (ICS) to the KSU nursing students prior to the event.

TCCHD also decided this would be a good opportunity to move our Emergency Trailer to the site of the POD drill since it contains many supplies we would take to a POD if needed. TCCHD Nursing and Environmental staff prepared the trailer for its transportation to the drill. This in itself was a good training because it allowed us to realize the time it takes in preparing to move the Emergency trailer. This time would need to be factored in during an emergency.

On Tuesday, April 19, 2016, staff from the TCCHD Nursing Division delivered the supplies to the KSU Trumbull Campus to set up the stations that would be used during the drill according to our Real Opt Plan.

The drill was held on Wednesday, April 20, 2016 from 9:00 a.m. to 12:00 p.m. TCCHD and WCHD staff arrived early to ready their stations for the students. The students arrived at 9:00 a.m. and there were twenty four students that participated.

The POD consisted of four throughput stations: 1) Registration Station; 2) Screening Station; 3) Dispensing Station; and 4) Exit Station; and one 5) Medical Review Station. Each of the throughput stations had at least two staff from TCCHD and/or WCHD who coached the students working at that station. There were three KSU nursing students assigned to each of the four throughput stations and only one TCCHD staff assigned to the Medical Review Station. The following is an overview of each station:

1. Registration Station – this is where the person would complete the NAPH form. This station could be staffed by non-medical licensed personnel.

2. Screening Station – this is where the person’s NAPH form was reviewed and screened by a nurse for completion and medical contraindications. This station would be staffed with nurses or licensed medical personnel.
3. Dispensing Station – this is where the person would receive their medication and instructions. This station would be staffed with nurses or licensed medical personnel.
4. Exit Station – this is where the person would be asked to repeat the instructions they were given when they received the medication and also asked if they had any questions prior to leaving the POD. This station could be staffed by non-medical licensed personnel.
5. The Medical Review station would be assigned to a Medical Director or licensed individual who could provide an alternate medication prescription to someone who would not be able to take the medicines provided by the SNS assets. Persons who had any contraindications or there was uncertainty at the dispensing table went to this station. It was located out of the flow of the throughput.

There was a “First Aid Station”, also located out of the throughput area, but it was not assigned nor used. It would be staffed with licensed individuals who would be able to provide assistance to anyone at the POD that might have a medical issue.

TCCHD provided a brief overview of the Anthrax scenario that was taking place in the community. Afterward, the nursing students were divided into two groups of twelve. One group of twelve would work the stations and the second group of twelve would be given a person they would portray to be processed through the POD.

The first twelve assigned to work the stations were divided so that there were three students at each of the four throughput stations. There was time allowed for “just in time training” for those students working the stations before the students portraying the people arriving at the POD were allowed into the POD. Each person that entered the POD was assessed by a TCCHD and/or WCHD staff regarding their health status. This was to remove those who might be ill from the POD.

Once the first twelve students completed the POD throughput, we reassembled in a second room to conduct the first hot wash. Then the students flipped their roles, and once the second set of students completed the through, a second hot was conducted.

The following is the results of each hot wash:

Group 1:

What went well?

- Good organization and efficiency.
- Good to have experts at every table for referrals.
- The information that was disseminated was appropriate.

- No one spent more than ten minutes going through the POD.
- Good critical thinking with the students and coaches.
- Liked that at the last table they were asked to repeat the instructions before they exited to go home.

Opportunity for Improvement:

- Need to have a list of what is being dispensed with all of the names that the medicine is called, e.g. brand names and generic names, and names of alternate med if there's an allergy to reference.
- Should have a crisis agency at the POD to refer people to when needed.
- Should have someone to direct traffic flow within the POD.
- Person working the table should raise their hand or a "Go" sign when they are available to take the next person.
- Need to use interview skills.

Group 2:

What went well?

- Same as Group 1 comments plus, everyone was tactful, professional and polite.

Opportunity for Improvement:

- Needed more medication handouts at the screening table.
- There were no instructions for the Cipro (ran out of these.)
- Might want to have an interpreter next year.
- Develop forms for a fourth grade reading level.
- Ask if people can read prior to giving them their form to complete.
- Volunteers may need to be more educated to work the stations.
- Volunteers could use more just in time training.

At the end of the hot wash, the students gathered outside to see the Emergency Trailer and learn about the use of the trailer. They also completed a survey that was analyzed by Survey Monkey. Attached is a copy of the survey results.

On the NAPH forms, we tracked the times the students entered the POD and exited the POD as well as the time spent at each station. This information will assist us to complete our required Public Health Emergency Preparedness (PHEP) data for the Dispensing Throughput drill; as well as compare to the time calculated by the Real Opt modeling system.

The following is the mean and median time for the throughput for each group:

Group 1:

Mean – 11.25 minutes

Median – 12 minutes

Group 2:

Mean – 10.5 minutes

Median – 11.5 minutes

The Real Opt times that were calculated for the same POD set up was 15 minutes 4 seconds with +/- 2 minutes 51 seconds.

As you can see, our drill throughput was within and even better than the parameters set by Real Opt.

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

For Year: 2016

Person Completing Form: April

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
CAT	2	0	0	2	2	1
DOG	17	0	0	17	17	3
FERRET	0	0	0		0	0
HORSE	1	0	0	1	1	0
LIVESTOCK	0	0	0		0	0
OTHER DOMESTIC	0	0	0		0	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	1	1	0	0
TOTAL	20	0	1	21	20	4

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 Fax: (614) 564-2456
 Email Joanne.midla@odh.ohio.gov

2014 - 2015 Influenza Surveillance for Trumbull County

