

**Trumbull County Board of Health – Regular Meeting  
August 14, 2024 – 1:00 PM  
194 W. Main St. \* Cortland, Ohio 44410**

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

**STAFF:** Frank Migliozi, MPH, REHS, Health Commissioner  
Erin Heckman, RN, Director of Nursing  
Kristofer Wilster, MPH, REHS, Director of Environmental Health  
Jenna Amerine, MPH, CHES, Grants Coordinator  
Daniel Bonacker, MPH, EHSIT, Accreditation Coordinator  
Daniel Dean, MBA, CPA, IT Specialist  
Kristopher Kriebel, MS, CHES, Health Educator  
Andrea Cramer, Secretary

**OTHERS:** James Enyeart, MD, Medical Director  
Robert Kokor, Legal Counsel

**MINUTES**

- I. **The meeting was called to order at 1:00 PM, and the Pledge of Allegiance was said.**
- II. **Adoption of Agenda: MOTION: 24-165** made by Dr. Firster, second by Mrs. Salapata, to adopt the agenda as presented.

**Roll Call Vote:**

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

Motion carried.

III. **Approval of Minutes: MOTION: 24-166** made by Mr. Dubos, seconded by Mr. Adovasio, to approve the minutes of the June 26, 2024, regular meeting, as presented.

**Roll Call Vote:**

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

Motion carried.

**MOTION: 24-167** made by Mrs. Salapata, seconded by Mr. Biery to approve the minutes of the July 18, 2024, special meeting, as presented.

**Roll Call Vote:**

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

Motion carried.

IV. **Health Commissioner Report:** Mr. Migliozi presented a written report to the Board for their review. In addition, Mr. Migliozi informed the Board that the CDC is investing \$5,000,000 to provide seasonal flu vaccine, primarily to farmer workers, to protect them from Avian flu because there have been more cases of the virus with those in close contact with dairy cattle. It was previously reported that there were 2 cases, and it is now up to 13 cases in the United States.

The CDC also issued a health alert regarding Mpox and the outbreak in the Democratic Republic of Congo. It is recommended that all travelers to areas with mpox cases should protect themselves by avoiding close contact with people with skin lesions, contact with materials used by sick people such as clothing or bedding, avoid contact with dead or live wild animals, or materials that come into contact with wild animals, and avoid eating or preparing meat from wild animals or using products made from wild animals in countries where mpox occurs in animals. CDC is asking local health districts to promote mpox vaccination and report any cases within 24 hours.

The CDC is also monitoring an increase in human parvovirus B19 activity in the United States. Parvovirus B19 is highly transmissible through respiratory droplets. The virus is usually mild in people who are otherwise healthy, but can cause serious complications in pregnant women, people with weakened immune systems or people with certain blood disorders. The CDC has asked local health districts to ensure that healthcare providers are aware of increasing parvovirus B19 activity, promote measures to prevent respiratory illness and share information about complications of parvovirus B19 with people at high risk and raise awareness of parvovirus B19 activity among daycare and school providers.

**MOTION: 24-168** made by Mr. Adovasio, seconded by Mr. Biery, to accept the Health Commissioner's written report as provided.

**Roll Call Vote:**

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

Motion carried.

- V. Director of Nursing Report:** Mrs. Heckman provided the Board with a written report for their review. Mr. Dubos inquired about the increase in the Lyme disease cases from last month and asked if that was a normal increase in the summer months. Mrs. Heckman stated that this report comes from the Epidemiologist, and she would check to make sure that the number was accurate.

**MOTION: 24-169** made by Mr. Dubos, seconded by Mrs. Salapata, to accept the Nursing Director's written report as provided.

**Roll Call Vote:**

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

Motion carried.

**VI. Director of Environmental Health Report:** Mr. Wilster provided the Board with a written report for their review. Mr. Wilster added that the Trumbull County fair went well this year. There seemed to be a lot of traffic through our tent, and we were able to promote and showcase many of our programs.

Mr. Dubos asked Mr. Wilster, regarding his status update report, what “consent” meant. Mr. Wilster explained that during the administrative hearing, the party agreed to what we required them to do.

Dr. Firster asked how the vehicles were working out. Mr. Wilster stated that they are working out well. The 2 new vehicles have had the logos put on and all the vehicles seem to be running well. Mr. Messersmith asked if any of the vehicles were leased and would the health district be looking at mileage to determine when they vehicles should be replaced. Mr. Wilster responded that he does keep track of everything, and the vehicles are properly maintained, so he is not looking solely at the mileage, but when the vehicles start “nickel & diming” with repairs, in his opinion that is when new vehicles should be a consideration.

**MOTION: 24-170** made by Mr. Adovasio, seconded by Dr. Firster, to accept the Environmental Health Director’s written report as provided.

**Roll Call Vote:**

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

Motion carried.

**VII. Grants Coordinator Report:** Ms. Amerine provided a written report to the Board for their review. Ms. Amerine added that the Creating Healthy Communities grant was renewed for another 5 years.

**MOTION: 24-171** made by Mr. Biery, seconded by Mrs. Salapata, to accept the Grants Coordinator’s written report as provided.

**Roll Call Vote:**

- Mr. Adovasio – Yes
- Mr. Biery – Yes
- Mr. Dubos – Yes

Dr. Firster - Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes

Motion carried.

**VIII. Accreditation Coordinator Report:** Mr. Bonacker provided a written report to the Board for their review. Mr. Bonacker added that on his report, he states that Domains 1 through 4 had been completed, but since the writing of his report Domain 5 had also been finished. In addition, Mr. Bonacker acknowledged several volunteers, Erin Heckman, Johnna Ben, Jodi Gearhart, McKenzie Hettrick, Tammi Krafft and Steve Kramer, who with Mr. Bonacker, came together on a Saturday and painted, weeded and cleaned up several areas of the health district grounds and building.

Mrs. Salapata asked if the accreditation site visit would be in person or virtual? Mr. Bonacker answered that the site visit will be virtual and broken down over 2 days, 4 hours per day. The first day they will review all our foundational capabilities and on the second day they will take all the standards and measures that we have, and they will review those measures with us.

**MOTION: 24-172** made by Mr. Adovasio, seconded by Mr. Dubos, to approve the Accreditation Coordinator’s written report as provided.

**Roll Call Vote:**

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

Motion carried.

**IX. Health Educator Report:** Mr. Kriebel provided a written report to the Board for their review. Mr. Dubos questioned as to the course that was being designed for Niles city. Mr. Kriebel stated that it was a disc golf course. The company that was installing it wanted to do one final walk through. Mrs. Salapata asked if it would be close to the residents who live in that area. Mr. Kriebel stated that it was close, but far enough away that it would not bother anyone, and most of the residents were receptive to it.

**MOTION: 24-173** made by Mr. Biery, seconded by Mrs. Salapata, to accept the written report of the Health Educator as provided.

**Roll Call Vote:**

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

Motion carried.

**X. Board Report: None**

**XI. Old Business: None**

**XII. New Business:** A. RESCISSION Declaration of Unfit for Human Habitation – 727 Mosier, Girard City, Ronald & Eileen Orban, Jr., Owners. - Ronald Orban, Jr. was present at the meeting. The Board of Health declared this structure unfit at the March 27, 2024, meeting. Since that time, the owners have made several repairs to the structure, and on July 12, 2024, the City of Girard stated that they were presented evidence showing that the conditions that were present at the time of the health district’s inspection had been corrected and requested that the Board of Health rescind their declaration of unfit. The environmental staff concurs with the city’s findings. Mr. Orban thanked everyone that helped him through this process.

**MOTION: 24-174** made by Mr. Adovasio, seconded by Mr. Dubos, to rescind Motion 24-78 declaration of unfit for 727 Mosier, Girard City.

**Roll Call Vote:**

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

Motion carried.

B. RESCISSION Declaration of Unfit for Human Habitation – 219 Plymouth, Girard City, Terrence Biamonte, Owner – Not present. At the February 28, 2024, Board of Health meeting, the Board voted to declare this structure unfit for human habitation. Since that time, a new owner has obtained possession of the property and has made several repairs to the structure. On July 31, 2024, the City of Girard stated that they were presented evidence showing that the conditions that were present at the time of the health district’s inspection had been corrected and requested that the Board rescind their declaration. The environmental staff concurs with the city’s findings.

**MOTION: 24-175** made by Mr. Adovasio, seconded by Mrs. Salapata, to rescind Motion 24-44, declaration of unfit for 219 Plymouth, Girard City.

**Roll Call Vote:**

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

Motion carried.

C. RESCISSION Declaration of Unfit for Human Habitation – 1370 Orchard Ct., Weathersfield Twp., Michael Davis, Owner – Not present. At the August 9, 2023, Board of Health meeting, the Board voted to declare this structure unfit for human habitation. Since that time, a new owner has obtained possession of the property and has made several repairs to the structure. On July 29, 2024, Weathersfield Township Zoning stated that they were presented evidence showing that the conditions that were present at the time of the health district’s inspection had been corrected and requested that the Board rescind their declaration of unfit. The environmental staff concurs with the township’s findings.

**MOTION: 24-176** made by Mr. Adovasio, seconded by Mr. Biery, rescind Motion: 23-154 declaration of unfit for 1370 Orchard Ct., Weathersfield Township.

**Roll Call Vote:**

- Mr. Adovasio – Yes
- Mr. Biery – Yes
- Mr. Dubos – Yes
- Dr. Firster - Yes
- Mrs. Salapata – Yes
- Mr. Simon – Yes

Mr. Messersmith – Yes

Motion carried.

D. Declaration of Unfit for Human Habitation – 247 E. Kline, Girard City, Maureen R. Hall, Owner. - Ms. Hall was present via Zoom. A request was made by Girard City to determine if this structure was fit for human habitation. Upon inspection on July 3, 2024, the inspector noted the presence of solid waste, gross unsanitary conditions, the house was full of junk, debris and garbage and had a horrible smell. Mr. Wilster recommended the Board declare the structure unfit. Ms. Hall stated that she was in poor health and working full time, and that she was working on trying to clean it up, and that it did not look like the pictures at this time. Mr. Wilster explained the process to Ms. Hall, and advised her to work with the city and the health district, keeping them apprised of her progress.

**MOTION: 24-177** made by Mr. Dubos, seconded by Mrs. Salapata to declare the structure at 247 E. Kline, Girard City, unfit for human habitation. The owner must secure and make improvements or raze the structure within 60 days. Failure to comply will result in the matter being turned over to the court of competent jurisdiction.

**Roll Call Vote:**

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

Motion carried.

E. Declaration of Unfit for Human Habitation – 1375 Emerson, Weathersfield Twp., Anthony Foutz, Owner. - Not present. A request was made by Weathersfield Township Zoning to determine if the structure was fit for human habitation. Upon inspection on June 12, 2024, the inspector noted missing or badly damaged ceiling tiles, walls and/or flooring, mold and moisture contamination, and gross unsanitary conditions. There was water damage and the inside of the structure was in horrible condition.

**MOTION: 24-178** made by Mr. Adovasio, seconded by Dr. Firster to declare the structure at 1375 Emerson, Weathersfield Twp., unfit for human habitation.

**Roll Call Vote:**

Mr. Adovasio – Yes  
Mr. Biery – Yes



Mr. Dubos – Yes  
Dr. Firster - Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes

Motion carried.

F. Declaration of Unfit for Human Habitation – 5914 Chestnut Ridge, Hubbard Twp., Andrew Stanton Geller Katz, Owner. - Not present. A request was made by Hubbard Township Zoning to determine if this structure was fit for human habitation. Upon inspection on June 21, 2024, the inspector noted the presence of solid waste, gross unsanitary conditions and that the inside of the structure was in very bad condition.

**MOTION: 24-179** made by Mrs. Salapata, seconded by Dr. Firster to declare the structure at 5914 Chestnut Ridge Rd., Hubbard Twp., unfit for human habitation.

**Roll Call Vote:**

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

Motion carried.

G. Declaration of Unfit for Human Habitation – 3209 Durst Clagg Rd., Bazetta Twp., Kristen Peterson, Owner. - Not present. A request was made by Bazetta Township Zoning to determine if this structure was fit for human habitation. Upon inspection on June 24, 2024, the inspector noted the present of solid waste and gross unsanitary conditions.

**MOTION: 24-180** made by Dr. Firster, seconded by Mrs. Salapata to declare the structure at 3209 Durst Clagg Rd., Bazetta Twp., unfit for human habitation.

**Roll Call Vote:**

Mr. Adovasio – Yes  
Mr. Biery – Yes  
Mr. Dubos – Yes  
Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes

Mr. Messersmith – Yes

Motion carried.

H. Declaration of Unfit for Human Habitation – 8704 Huntley, Howland Twp., Mary Kathleen Burton & Joseph Bell, Owners. - Not present. A request was made by Howland Township to determine if this structure was fit for human habitation. Upon inspection on July 22, 2024, the inspector noted missing and/or badly damaged ceiling tile, walls and/or flooring, the presence of solid waste, mold & moisture contamination, non-working electrical components and gross unsanitary conditions.

**MOTION: 24-181** made by Mr. Biery, seconded by Mrs. Salapata to declare the structure at 8704 Huntley, Howland Twp., unfit for human habitation.

**Roll Call Vote:**

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

Motion carried.

I. Variance Request – Adelpia Holdings LLC, 8215 Superior, Brookfield Twp. – Not present. Adelpia Holdings LLC is in the process of upgrading the septic system at this location. The upgrade will consist of an NPDES off-lot system. Upon laying out the system, it was determined that due to the size of the lot, and to keep a safe distance from the private water system, the sewage system could not be installed to comply with state code on setback requirements from the property line. Mr. Wilster recommended that the variance be granted.

**MOTION: 24-182** made by Mr. Adovasio, seconded by Mr. Dubos to grant a variance from rule OAC 3701-29-06(G)(3)(a) to Adelpia Holdings LLC to install the sewage treatment system at 8215 Superior, Brookfield Twp., one foot from the west and north property lines to allow a safe distance from the private water system. The owners must comply with all other code sections.

**Roll Call Vote:**

Mr. Adovasio – Yes  
Mr. Biery – Yes  
Mr. Dubos – Yes

Dr. Firster – Yes  
Mrs. Salapata – Yes  
Mr. Simon – Yes  
Mr. Messersmith – Yes

Motion carried.

J. Variance Request – Kevin Schofield, 7300 Steward Sharon Rd., Brookfield Twp. – Not present. Mr. Schofield is in the process of upgrading the septic system at this location. The upgrade will consist of an NPDES off-lot system to service the home. Upon laying out the system, it was determined that the sewage system could not be installed to comply with the state code on setback requirements. In this instance, the owner knows that there is a gas line somewhere so, they know that they will not meet the distance requirements, but they will not know those distances until they start to dig. Mr. Wilster recommended the Board grant the variance as presented.

**MOTION: 24-183** made by Mr. Adovasio, seconded by Dr. Firster to grant a variance from rule OAC 3701-29-06(G)(3)(a) to Kevin Schofield allowing the sewage system to be installed at 7300 Stewart Sharon Rd., Brookfield Twp., without complying with the state code on distance setback requirements. The owners must comply with all other code sections.

**Roll Call Vote:**

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

Motion carried.

K. Authorization to Enter Into an Agreement for Engineering Services - Authorization is requested to enter into an agreement with Emerald Environmental Services for professional engineering services to review applications for the C&DD program. The cost will not be over \$20,000.00; therefore, this matter is not required to be put out for bid.

**MOTION: 24-184** made by Mr. Dubos, seconded by Mrs. Salapata to authorize the Health Commissioner and the Director of Environmental Health to enter into an agreement with Emerald Environmental Services for professional engineering services.

**Roll Call Vote:**

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

Motion carried.

L. Advancement of Jason Spencer to Registered Environmental Health Specialist – Jason Spencer was hired on January 2, 2024, as an Environmental Health Specialist-In-Training (EHSIT), with the understanding that he would need to take the exam and obtain his Registered Environmental Health Specialist (REHS) registration. Mr. Spencer passed his test on July 23, 2024, and is awaiting his REHS registration. The health district’s policy has been that once an employee acquires their REHS registration, they are directly promoted from an EHSIT to a REHS. Mr. Wilster requested that Jason Spencer be advanced to REHS upon obtaining his registration from the Ohio Department of Health. Effective upon his advancement, Jason’s hourly rate shall increase from \$28.09 per hour to \$30.46 per hour as outlined in the collective bargaining agreement.

**MOTION: 24-185** made by Dr. Firster, seconded by Mr. Biery to advance Jason Spencer to Registered Environmental Health Specialist (REHS) upon acquiring his REHS registration from the Ohio Department of Health. Mr. Spencer’s hourly rate will increase as outlined in the health district’s collective bargaining agreement.

**Roll Call Vote:**

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

Motion carried.

**XIII. Citizens Comments: None**

**XIV. Executive Session: MOTION: 24-186** made by Mr. Adovasio, seconded by Mrs. Salapata to enter into executive session for discussion regarding pending litigation.

**Roll Call Vote:**

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

Motion carried.

**MOTION: 24-187** made by Mr. Simon, seconded by Mr. Adovasio to reopen to public session.

**Roll Call Vote:**

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

Motion carried. (Closed 1:44 PM – Reopened 2:16 PM)

**XV. Approval of Payment of the Bills: MOTION: 24-188** made by Dr. Firster, seconded by Mr. Adovasio to approve the payment of the bills as presented.

**Roll Call Vote:**

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

Motion carried.

**XVI. Date of Next Regular Meeting:** September 25, 2024, 1:00 PM

**XVII. Adjournment: MOTION: 24-189** made by Mr. Dubos, seconded by Mrs. Salapata to adjourn.

**Roll Call Vote:**

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

Motion carried. (Adjournment: 2:18 PM)

**RECORDED BY:**



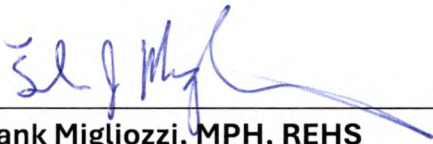
**Andrea Cramer**  
**Secretary**  
**Trumbull County Combined Health District**

**ATTESTED BY:**



**John C. Messersmith**  
**President**  
**Trumbull County Board of Health**

**For**



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

## Health Commissioner's Report – August 14, 2024 Board of Health Meeting

### 1) Budget/Financial

- Attached are the monthly financial reports for June & July 2024. The general fund was at a positive cash balance of \$397,160.43, for the month of June, and \$206,964.79, for the month of July. Our all fund balance for the month of June was at 3,155,183.94, and for the month of July was at \$2,991,231.04.

### 2) Credit Card

- Two of the three credit cards have been renewed and will expire in 2027. The remaining credit card will expire in June of 2027.
- For the credit card transactions, please see the list of bills.

### 3) Vehicles

- Attached are the cost analyses for the months of June & July 2024 for the vehicles. The overall cost savings with the vehicles, for the month of June was \$2,720.82 and for July was \$3,562.32, with YTD savings of \$15,873.27.
- The two new 2024 Ford Escapes have been logoed and insurance and are being used by inspectors in the sewage program.

### 4) Building/Grounds

- We have received the proposal from Baker Bednar Sydner regarding the roof, and I have attached it to my report for your review.
- One of the air conditioning units has been leaking, causing some interior damage, and a new coil is needed. We have been working with Thompson Mechanical and they have ordered a new coil.
- A structural engineer came on Monday, 8/5/24, to look at the 2<sup>nd</sup> floor space for 911. I will keep the Board updated as information becomes available.

### 5) Union/Management

- None

### 6) Policies/Procedures – Revisions

- PHE-1110 Documentation During an Incident
- PHE-1040 PIO & JIC Operation for Emergency and Non-Emergency Situations
- ADM-1330 Cultural and Linguistics Competency
- PHE-1130 Emergency Procurement Policy
- PHE-1200 Communicable Disease Investigations
- PHE-1220 Outbreak and Cluster Investigations
- ADM-1210 Health Promotion & Access to Care Planning Implementation Procedure
- ADM-1530 Management of TCCHD Assets
- NUR-1030 Sanding Specimens to the ODH Laboratory
- ADM-1140 Dress Code
- ENV-1320 Home Sewage Treatment System Permit to Install
- ENV-1030 Nuisance Complaint
- ENV-1110 Issuing Orders & Prosecuting Nuisance Cases
- ENV-1300 Food Inspection Process

### 7) Accreditation

- We are continuing to review/evaluate our policies and procedures, and as always, any revised policy will be listed on my monthly report, and any new policies will be brought before the Board for your approval.
- We are in the process of preparing documents with a narrative for each domain to be ready to submit later this year. Dan Bonacker is collecting the data and drafting a narrative for each standard and measure, and then I am reviewing each one to ensure it complies with what PHAB is looking for.

## 8) Other

- Members of our agency are actively participating in the Family Connects orientation and training for the grant we were recently awarded. Erin Heckman is taking the lead and working with Jenna Amerine to supply the state with the required documentation they are requesting as we go through the weekly webinars preparing for the launch of the program in our county this Fall.
- I am attending a required emergency preparedness conference in Columbus on August 12<sup>th</sup>, along with Ericka Clark. I will also be attending the Fall health commissioners' conference on September 18<sup>th</sup>, 19<sup>th</sup> & 20<sup>th</sup>.
- I am pleased to report that we were awarded a 5-year renewal of our Creating Healthy Communities Grant.



JUN 1, 2024 TO JUN 30, 2024

VEHICLE	MILEAGE	MILEAGE RATE	TOTAL \$
1	1483	\$ 0.670	\$ 993.61
2	1115	\$ 0.670	\$ 747.05
3	1275	\$ 0.670	\$ 854.25
4	1220	\$ 0.670	\$ 817.40
5	1280	\$ 0.670	\$ 857.60
6	572	\$ 0.670	\$ 383.24
7	1163	\$ 0.670	\$ 779.21
8	1230	\$ 0.670	\$ 824.10
9	1166	\$ 0.670	\$ 781.22
10	1044	\$ 0.670	\$ 699.48
13	1231	\$ 0.670	\$ 824.77
<b>TOTAL</b>		<b>12779</b>	<b>\$ 8,561.93</b>
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GAS @25 MPG	511.16	\$2.87 / GAL	\$ 1,467.03
MAINTENANCE / REPAIRS			\$ 174.58
NEW ESCAPE (60 MONTHS)		\$29,561.50 EACH	\$ 492.69
SIX NEW VEHICLES (60 MONTHS)		\$15,303.00 EACH	\$ 1,530.30
INSURANCE \$12,000.00 per year (EST)			\$ 1,000.00
TWO NEW VEHICLES (60 MONTHS)		\$16,312.98 EACH	\$ 543.77
TWO NEW VEHICLES (60 MONTHS)		2 X\$31,637 X .60 / 5 YI	\$ 632.74
<b>TOTAL EXPENSES</b>			<b>\$ 5,841.11</b>
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<b>TOTAL MONTHLY SAVINGS</b>			<b>\$ 2,720.82</b>
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<b>2024 YTD SAVINGS</b>			<b>\$ 12,310.95</b>

JUL 1, 2024 TO JUL 31, 2024

VEHICLE	MILEAGE	MILEAGE RATE	TOTAL \$
1	1670	\$ 0.670	\$ 1,118.90
2	1122	\$ 0.670	\$ 751.74
3	1553	\$ 0.670	\$ 1,040.51
4	1242	\$ 0.670	\$ 832.14
5	1327	\$ 0.670	\$ 889.09
6	992	\$ 0.670	\$ 664.64
7	1339	\$ 0.670	\$ 897.13
8	1119	\$ 0.670	\$ 749.73
9	1546	\$ 0.670	\$ 1,035.82
10	1396	\$ 0.670	\$ 935.32
13	1061	\$ 0.670	\$ 710.87

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TOTAL	14367	\$	9,625.89
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GAS @25 MPG	574.68	\$2.87 / GAL	\$ 1,649.33
MAINTENANCE / REPAIRS			\$ 214.74
NEW ESCAPE (60 MONTHS)		\$29,561.50 EACH	\$ 492.69
SIX NEW VEHICLES (60 MONTHS)		\$15,303.00 EACH	\$ 1,530.30
INSURANCE \$12,000.00 per year (EST)			\$ 1,000.00
TWO NEW VEHICLES (60 MONTHS)		\$16,312.98 EACH	\$ 543.77
TWO NEW VEHICLES (60 MONTHS)		2 X\$31,637 X .60 / 5 YI	\$ 632.74
TOTAL EXPENSES			\$ 6,063.57

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TOTAL MONTHLY SAVINGS	\$	3,562.32
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2024 YTD SAVINGS	\$	15,873.27
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**TRUMBULL COUNTY COMBINED HEALTH DISTRICT**  
**FINANCIAL REPORT**  
**As of June 30, 2024**

FUND	BUDGET	REV	JUNE EXP	REVENUE	YEAR TO DATE EXENDITURES	REV - EXP	REMAINING BUDGET	% REMAINING	CALENDAR REMAINING	FUND CASH BALANCE
GENERAL FUND 950	\$ 3,212,291.17	\$ 160,185.54	\$ 240,921.89	\$ 1,084,605.80	\$ 1,656,399.12	\$ (571,793.32)	\$ 1,555,892.05	48.44%	50.00%	\$ 397,160.43
FOOD SERV FUND 951	\$ 376,500.00	\$ 3,489.72	\$ 29,155.89	\$ 328,837.95	\$ 172,524.22	\$ 156,313.73	\$ 203,975.78	54.18%	50.00%	\$ 268,469.85
CAR SEAT FUND 955	\$ 8,921.02	\$ 20.00	\$ -	\$ 20.00	\$ 2,974.92	\$ (2,954.92)	\$ 5,946.10	66.65%	50.00%	\$ 4,465.22
TBD FUND 956	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	50.00%	\$ -
PARKS/CAMPS FUND 958	\$ 8,000.00	\$ -	\$ 330.00	\$ 4,985.56	\$ 1,320.00	\$ 3,665.56	\$ 6,680.00	83.50%	50.00%	\$ 8,068.18
PRIV WATER SYS FUND 959	\$ 40,737.67	\$ 4,598.00	\$ 2,422.42	\$ 32,191.50	\$ 13,867.95	\$ 18,323.55	\$ 26,869.72	65.96%	50.00%	\$ 67,412.73
POOLS FUND 960	\$ 29,350.00	\$ 482.50	\$ 400.00	\$ 17,250.50	\$ 3,667.00	\$ 13,583.50	\$ 25,683.00	87.51%	50.00%	\$ 14,244.50
TOBACCO ENFORCE 962	\$ 10,350.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,350.00	100.00%	50.00%	\$ 10,350.00
REIMB SWD FUND 970	\$ 20,000.00	\$ -	\$ -	\$ 10,650.00	\$ -	\$ 10,650.00	\$ 20,000.00	100.00%	50.00%	\$ 11,500.00
CD&D FUND 972	\$ 916,800.00	\$ 31,875.20	\$ 90,760.24	\$ 450,515.20	\$ 397,349.03	\$ 53,166.17	\$ 519,450.97	56.66%	50.00%	\$ 822,012.52
HSTS PROGRAM FUND 974	\$ 1,258,750.00	\$ 33,754.50	\$ 86,348.93	\$ 700,795.95	\$ 587,289.65	\$ 113,506.30	\$ 671,460.35	53.34%	50.00%	\$ 580,162.20
GRND WTR MONT FUND 975	\$ 72,273.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,273.87	100.00%	50.00%	\$ 72,273.87
TB CONTROL UNIT FUND 979	\$ 78,243.96	\$ 145.00	\$ 4,377.76	\$ 645.00	\$ 35,448.14	\$ (34,803.14)	\$ 42,795.82	54.70%	50.00%	\$ 53,623.33
<b>GRANTS</b>	\$ 1,900,434.24	\$ 117,437.55	\$ 33,844.56	\$ 779,503.16	\$ 253,924.22	\$ 525,578.94	\$ 1,646,510.02		\$	\$ 845,441.11
TBD FUND 952	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	50.00%	\$ -
RL FUND 953	\$ 100,000.00	\$ 11,519.34	\$ -	\$ 11,519.34	\$ -	\$ 11,519.34	\$ 100,000.00	100.00%	50.00%	\$ 11,519.34
TUPCP FUND 954	\$ 132,000.00	\$ 38,800.00	\$ 3,353.80	\$ 67,640.90	\$ 14,046.61	\$ 53,594.29	\$ 117,953.39	89.36%	50.00%	\$ 69,825.04
MQT FUND 954-4911	\$ 30,000.00	\$ -	\$ -	\$ 7,455.00	\$ 1,236.59	\$ 6,218.41	\$ 28,763.41	95.88%	50.00%	\$ 29,472.35
HW FUND 954-4912	\$ 55,000.00	\$ -	\$ 9,500.00	\$ 25,375.00	\$ 38,000.00	\$ (12,625.00)	\$ 17,000.00	30.91%	50.00%	\$ (5,000.00)
IH FUND 957	\$ -	\$ -	\$ -	\$ 40,500.00	\$ 3,000.00	\$ 37,500.00	\$ (3,000.00)	100.00%	50.00%	\$ 37,500.00
NACCHO VE 961	\$ 100,000.00	\$ -	\$ -	\$ 62,500.00	\$ 37,707.36	\$ 24,792.64	\$ 62,292.64	62.29%	50.00%	\$ 24,792.64

**TRUMBULL COUNTY COMBINED HEALTH DISTRICT**  
**FINANCIAL REPORT**  
**As of June 30, 2024**

FUND	BUDGET	JUNE REV	JUNE EXP	REVENUE	YEAR TO DATE EXPENDITURES	REV - EXP	REMAINING BUDGET	% REMAINING	CALENDAR REMAINING	FUND CASH BALANCE
GVO FUND 963	\$ 51,140.00	\$ 3,622.00	\$ 225.00	\$ 31,909.00	\$ 1,541.16	\$ 30,367.84	\$ 49,598.84	96.99%	50.00%	\$ 44,045.84
EO FUND 964	\$ 354,000.00	\$ 13,198.63	\$ 2,199.99	\$ 260,749.63	\$ 40,352.59	\$ 220,397.04	\$ 313,647.41	88.60%	50.00%	\$ 243,953.30
NALOXONE FUND 965	\$ 81,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ (3,000.00)	\$ 78,000.00	96.30%	50.00%	\$ 32,584.19
WF FUND 966	\$ 485,000.00	\$ 13,874.67	\$ -	\$ 13,874.67	\$ 7,986.98	\$ 5,887.69	\$ 477,013.02	98.35%	50.00%	\$ 124,071.85
TBD FUND 967	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	50.00%	\$ -
RHWP FUND 968	\$ 90,000.00	\$ 16,209.09	\$ -	\$ 45,349.09	\$ 27,340.00	\$ 18,009.09	\$ 62,660.00	69.62%	50.00%	\$ 24,209.09
HY FUND 969	\$ 110,250.00	\$ 3,275.00	\$ 16,537.50	\$ 42,425.00	\$ 66,150.00	\$ (23,725.00)	\$ 44,100.00	40.00%	50.00%	\$ 11,026.75
PHEP FUND 971	\$ 134,168.00	\$ -	\$ 1,960.65	\$ 60,376.00	\$ 13,003.11	\$ 47,372.89	\$ 121,164.89	90.31%	50.00%	\$ 69,697.89
TBD FUND 973	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	50.00%	\$ -
CHC FUND 976	\$ 132,876.24	\$ 13,238.82	\$ 67.62	\$ 86,399.53	\$ 67.62	\$ 86,331.91	\$ 132,808.62	99.95%	50.00%	\$ 99,955.03
CFK FUND 977	\$ 45,000.00	\$ 3,700.00	\$ -	\$ 17,150.00	\$ 492.20	\$ 16,657.80	\$ 44,507.80	98.91%	50.00%	\$ 21,507.80
TBD FUND 978	\$ -	\$ -	\$ -	\$ 6,280.00	\$ -	\$ 6,280.00	\$ -	100.00%	50.00%	\$ 6,280.00
<b>TOTAL</b>	<b>\$ 7,932,651.93</b>	<b>\$ 351,988.01</b>	<b>\$ 488,561.69</b>	<b>\$ 3,410,000.62</b>	<b>\$ 3,124,764.25</b>	<b>\$ 285,236.37</b>	<b>\$ 4,807,887.68</b>	<b>60.61%</b>	<b>50.00%</b>	<b>\$ 3,155,183.94</b>

**TRUMBULL COUNTY COMBINED HEALTH DISTRICT**  
**FINANCIAL REPORT**  
**As of July 31, 2024**

FUND	BUDGET	REV	JULY	EXP	REVENUE	YEAR TO DATE EXPENDITURES	REV - EXP	REMAINING BUDGET	% REMAINING	CALENDAR REMAINING	FUND CASH BALANCE
GENERAL FUND 950	\$ 3,212,291.17	\$ 41,644.50	\$ 231,840.14	\$ 1,888,239.26	\$ 1,126,250.30	\$ 1,888,239.26	\$ (761,988.96)	\$ 1,324,051.91	41.22%	41.66%	\$ 206,964.79
FOOD SERV FUND 951	\$ 376,500.00	\$ 3,951.54	\$ 29,639.88	\$ 202,164.10	\$ 332,789.49	\$ 202,164.10	\$ 130,625.39	\$ 174,335.90	46.30%	41.66%	\$ 242,781.51
CAR SEAT FUND 955	\$ 8,921.02	\$ -	\$ -	\$ 2,974.92	\$ 20.00	\$ 2,974.92	\$ (2,954.92)	\$ 5,946.10	66.65%	41.66%	\$ 4,465.22
TBD FUND 956	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	41.66%	\$ -
PARKS/CAMPS FUND 958	\$ 8,000.00	\$ -	\$ -	\$ 1,320.00	\$ 4,985.56	\$ 1,320.00	\$ 3,665.56	\$ 6,680.00	83.50%	41.66%	\$ 8,068.18
PRIV WATER SYS FUND 959	\$ 40,737.67	\$ 4,755.25	\$ 1,947.84	\$ 15,815.79	\$ 36,946.75	\$ 15,815.79	\$ 21,130.96	\$ 24,921.88	61.18%	41.66%	\$ 70,220.14
POOLS FUND 960	\$ 29,350.00	\$ 402.00	\$ -	\$ 3,667.00	\$ 17,652.50	\$ 3,667.00	\$ 13,985.50	\$ 25,683.00	87.51%	41.66%	\$ 14,646.50
TOBACCO ENFORCE 962	\$ 10,350.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,350.00	100.00%	41.66%	\$ 10,350.00
REIMB SWD FUND 970	\$ 20,000.00	\$ 5,000.00	\$ -	\$ -	\$ 15,650.00	\$ -	\$ 15,650.00	\$ 20,000.00	100.00%	41.66%	\$ 16,500.00
CD&D FUND 972	\$ 916,800.00	\$ 6,516.00	\$ 9,042.85	\$ 406,391.88	\$ 457,031.20	\$ 406,391.88	\$ 50,639.32	\$ 510,408.12	55.67%	41.66%	\$ 819,485.67
HSTS PROGRAM FUND 974	\$ 1,258,750.00	\$ 43,893.25	\$ 94,642.28	\$ 681,931.93	\$ 744,689.20	\$ 681,931.93	\$ 62,757.27	\$ 576,818.07	45.82%	41.66%	\$ 529,413.17
GRND WTR MONT FUND 975	\$ 72,273.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,273.87	100.00%	41.66%	\$ 72,273.87
TB CONTROL UNIT FUND 979	\$ 78,243.96	\$ 95.00	\$ 9,683.85	\$ 45,131.99	\$ 740.00	\$ 45,131.99	\$ (44,391.99)	\$ 33,111.97	42.32%	41.66%	\$ 44,034.48
<b>GRANTS</b>	\$ 1,900,434.24	\$ 118,263.77	\$ 11,677.38	\$ 265,601.60	\$ 897,766.93	\$ 265,601.60	\$ 632,165.33	\$ 1,634,832.64		\$	\$ 952,027.50
TBD FUND 952	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	41.66%	\$ -
RL FUND 953	\$ 100,000.00	\$ 25,641.17	\$ -	\$ -	\$ 37,160.51	\$ -	\$ 37,160.51	\$ 100,000.00	100.00%	41.66%	\$ 37,160.51
TUPCP FUND 954	\$ 132,000.00	\$ 840.00	\$ 840.78	\$ 14,887.39	\$ 68,480.90	\$ 14,887.39	\$ 53,593.51	\$ 117,112.61	88.72%	41.66%	\$ 69,824.26
MQT FUND 954-4911	\$ 30,000.00	\$ -	\$ -	\$ 1,236.59	\$ 7,455.00	\$ 1,236.59	\$ 6,218.41	\$ 28,763.41	95.88%	41.66%	\$ 29,472.35
HW FUND 954-4912	\$ 55,000.00	\$ 8,250.00	\$ -	\$ 38,000.00	\$ 33,625.00	\$ 38,000.00	\$ (4,375.00)	\$ 17,000.00	30.91%	41.66%	\$ 3,250.00
IH FUND 957	\$ -	\$ 14,000.00	\$ -	\$ 3,000.00	\$ 54,500.00	\$ 3,000.00	\$ 51,500.00	\$ (3,000.00)	100.00%	41.66%	\$ 51,500.00
NACCHO VE 961	\$ 100,000.00	\$ -	\$ 9,174.10	\$ 46,881.46	\$ 62,500.00	\$ 46,881.46	\$ 15,618.54	\$ 53,118.54	53.12%	41.66%	\$ 15,618.54
GVO FUND 963	\$ 51,140.00	\$ -	\$ -	\$ 1,541.16	\$ 31,909.00	\$ 1,541.16	\$ 30,367.84	\$ 49,598.84	96.99%	41.66%	\$ 44,045.84

**TRUMBULL COUNTY COMBINED HEALTH DISTRICT**  
**FINANCIAL REPORT**  
**As of July 31, 2024**

FUND	BUDGET	JULY REV	JULY EXP	REVENUE	YEAR TO DATE EXPENDITURES	REV - EXP	REMAINING BUDGET	% REMAINING	CALENDAR REMAINING	FUND CASH BALANCE
EO FUND 964	\$ 354,000.00	\$ 10,004.61	\$ 1,462.50	\$ 270,754.24	\$ 41,815.09	\$ 228,939.15	\$ 312,184.91	88.19%	41.66%	\$ 252,495.41
NALOXONE FUND 965	\$ 81,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ (3,000.00)	\$ 78,000.00	96.30%	41.66%	\$ 32,584.19
WF FUND 966	\$ 485,000.00	\$ 9,264.89	\$ 200.00	\$ 23,139.56	\$ 8,186.98	\$ 14,952.58	\$ 476,813.02	98.31%	41.66%	\$ 133,136.74
TBD FUND 967	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	41.66%	\$ -
RHWP FUND 968	\$ 90,000.00	\$ 8,893.64	\$ -	\$ 54,242.73	\$ 27,340.00	\$ 26,902.73	\$ 62,660.00	69.62%	41.66%	\$ 33,102.73
HY FUND 969	\$ 110,250.00	\$ 8,267.00	\$ -	\$ 50,692.00	\$ 66,150.00	\$ (15,458.00)	\$ 44,100.00	40.00%	41.66%	\$ 19,293.75
PHEP FUND 971	\$ 134,168.00	\$ 20,125.00	\$ -	\$ 80,501.00	\$ 13,003.11	\$ 67,497.89	\$ 121,164.89	90.31%	41.66%	\$ 89,822.89
TBD FUND 973	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.00%	41.66%	\$ -
CHC FUND 976	\$ 132,876.24	\$ 8,877.46	\$ -	\$ 95,276.99	\$ 67.62	\$ 95,209.37	\$ 132,808.62	99.95%	41.66%	\$ 108,832.49
CFK FUND 977	\$ 45,000.00	\$ 4,100.00	\$ -	\$ 21,250.00	\$ 492.20	\$ 20,757.80	\$ 44,507.80	98.91%	41.66%	\$ 25,607.80
TBD FUND 978	\$ -	\$ -	\$ -	\$ 6,280.00	\$ -	\$ 6,280.00	\$ -	100.00%	41.66%	\$ 6,280.00
<b>TOTAL</b>	<b>\$ 7,932,651.93</b>	<b>\$ 224,521.31</b>	<b>\$ 388,474.22</b>	<b>\$ 3,634,521.93</b>	<b>\$ 3,513,238.47</b>	<b>\$ 121,283.46</b>	<b>\$ 4,419,413.46</b>	<b>55.71%</b>	<b>41.66%</b>	<b>\$ 2,991,231.03</b>



*Baker  
Bednar  
Snyder*

& ASSOCIATES INC

## **PROPOSAL FOR PROFESSIONAL DESIGN SERVICES**

August 2, 2024

Mr. Frank Migliozi, RS, MPH  
Health Commissioner  
Trumbull County Combined Health District  
194 West Main Street  
Cortland, Ohio 44410

RE: Trumbull County Combined Health District  
Roof Covering Replacement  
194 West Main Street  
Cortland, Ohio 44410

Mr. Migliozi,

Per our recent discussions, the following is a proposal for the design phase of the re-roofing project for your facility. Baker Bednar Snyder & Associates Inc. (BBS) along with Roof Consulting Services, LLC appreciates the opportunity to provide Architectural and Engineering services for your project.

### **PROJECT SCOPE**

As we understand it, the project consists of the following:

1. Removal and replacement of existing roof covering, and associated accessories as follows:
  - a. The overall roof area is approximately 20,000 square feet. The project may be broken into multiple areas depending on the final budget. The roof areas are as follows (refer to attached overall roof plan for explanation of roof areas):
    - i. Main Roof North – Approximately 5,797 square feet.
    - ii. Main Roof South – Approximately 3,753 square feet
    - iii. Canopy Roof - Approximately 1,394 square feet
    - iv. Upper Roof – Approximately 6,304 square feet
    - v. Lower Roof – Approximately 1,920 square feet

2. All necessary accessories including roof drains, scuppers, copings, flashings, etc for a complete project.
3. Minor mechanical, plumbing, and electrical engineering as needed to complete the project.
4. Preparation of a detailed technical specification manual.
5. Administrative services during bidding and construction.

## **PROPOSED PROFESSIONAL SERVICES**

With that in mind, we propose to provide services for the preparation of construction documents to receive bids and permits for replacement of the roof. This will include the following deliverables:

- 1) Due Diligence including:
  - a. Field survey and preparation of as-built documents.
  - b. Determination of proposed roof options and probable costs for each.
- 2) Construction Documents Phase:
  - a. Preparation of basic Construction Documents for permitting.
    - i. This will either be by area, or for the entire roof based on the anticipated budget.
  - b. Coordination with Owner to assure intent based on determined scope.
  - c. Coordination with Owner to coordinate schedule and phasing.
- 3) Development of a Project Manual consisting of the following:
  - a. General Conditions
    - i. Bidding Forms (Provided by Trumbull County)
      1. Instructions to Bidders
      2. Bid Proposal form
      3. Bid Bond
      4. Consent of Surety
      5. Non-Collusion Affidavit
      6. AIA 101 Instruction to Bidders
      7. Prevailing Wage Affidavit
      8. Delinquent Tax Affidavit
      9. Anti-Terrorism Affidavit
      10. Performance Bond
      11. Completion Affidavit
      12. AIA 201 General Conditions
      13. Supplementary Conditions (if required)
  - b. Technical Specifications
    1. Division 1 thru 33 as applicable.



- 4) General Administration:
  - a. Advertisement for Bids.
  - b. Clarifications/ RFI's during bidding period.
  - c. Bid Opening/ Bid Tabulation.
  - d. Review of Bids with recommendation.
  
- 5) Construction Administration:
  - a. Preconstruction Meeting (one).
  - b. Progress Meetings
  - c. Review and Approval of shop drawings or submittals.
  - d. Review and Approval of Pay Requests.
  - e. Clarifications/ RFI's during construction.

In accordance with our understanding, the following services are **not** included in our work:

1. Costs associated with building, zoning, signage or environmental permits and approvals.
2. Hazardous materials analysis / assessments or any work to obtain environmental approvals.
3. Development of Owner/Contractor Contract.
4. Prevailing Wage Coordination.
5. Renovations to interior. Should these be needed, we will provide a separate proposal.

#### **FEE**

As compensation for our services, Baker Bednar Snyder & Associates, Inc. proposes fixed fees for both **Architecture and Engineering** services as follows:

**Entire Building Roof Recovering Design and Administration - \$30,900.00** (Thirty thousand nine hundred dollars)

**Roof Inspection During Construction - \$14,500.00** (Fourteen thousand five hundred dollars). (Assumes eight-week duration with biweekly inspections).

Invoices will be provided monthly as the project progresses.

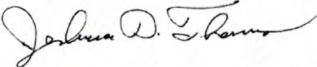
Reimbursable expenses are included in the above fees, unless excessive.

#### **SCHEDULE**

BBS anticipates starting work approximately three weeks from Notice to Proceed.

Once again, we thank you for the opportunity to submit this proposal for your consideration. Please do not hesitate to call in the event of any questions or concerns. Should this meet your approval, indicate your acceptance by signing below and returning one copy to our office. We look forward to hearing from you.

Respectfully submitted,



Joshua D. Thomas, P.E.  
Director of Engineering  
Baker Bednar Snyder & Associates, Inc.

Accepted by (signature): \_\_\_\_\_

Print name & title: \_\_\_\_\_

Date: \_\_\_\_\_

# Terms and Conditions

The Engineer shall perform the services outlined in this agreement for the stated fee arrangement.

## Fee

The total fee, except stated lump sum, shall be understood to be an estimate, based upon Scope of Services, and shall not be exceeded by more than ten percent, without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.

## Billings/Payments

Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoice shall be considered PAST DUE if not paid within 30 days after the invoice date and the Engineer may, without waiving any claim or right against Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% per month on the unpaid balance. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay cost of collection, including reasonable attorneys' fees.

## Access to Site

Unless otherwise stated, the Engineer will have access to the site for activities necessary for the performance of the services. The Engineer will take precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage.

## Hidden Conditions and Hazardous Materials

A structural condition is hidden if concealed by existing finishes or if it cannot be investigated by reasonable visual observation. If the Engineer has reason to believe that such a condition may exist, the Engineer shall notify the Client who shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the Client fails to authorize such investigation or correction after due notification, or (2) the Engineer has no reason to believe that such a condition exists, the Client is responsible for all risks associated with this condition, and the Engineer shall not be responsible for the existing condition nor any resulting damages to persons or property. The Engineer shall have no responsibility for the discovery, presence, handling, removal, disposal or exposure of persons to hazardous materials of any form.

## Indemnifications

The Client shall indemnify and hold harmless the Engineer and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorneys fees) arising out of or resulting from the performance of the services, provided that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except the Engineer) or anyone for whose acts any of them may be liable. This indemnification shall include any claim, damage or losses due to the presence of hazardous materials.

## Risk Allocation

In recognition of the relative risks, rewards and benefits of the project to both the Client and the Engineer, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, the Engineer's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any cause or causes, shall not exceed the total amount

of \$10,000, the amount of the Engineer's fee (whichever is greater) or other amount agreed upon when added under Special Conditions. Such causes include, but are not limited to, the Engineer's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

## Termination of Services

This agreement may be terminated upon 10 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, the Client shall pay the Engineer for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

## Ownership of Documents

All documents produced by the Engineer under this agreement shall remain the property of the Engineer and may not be used by the Client for any other endeavor without the written consent of the Engineer.

## Electronic Media

The Engineer makes no representation as to the compatibility of the CAD files with any hardware or software. Since the information set forth on the CAD files can be modified unintentionally or otherwise, the Engineer reserves the right to remove all indicia of its ownership and/or involvement from each electronic display.

All information on the CAD files is considered instruments of service of the Engineer and shall not be used for other projects, for additions to this project, or completion of this project by others. CAD files shall remain the property of the Engineer and in no case shall the transfer of these files be considered a sale.

The Engineer makes no representation regarding the accuracy, completeness, or permanence of CAD files, or for their merchantability or fitness for a particular purpose. Addenda information or revisions made after the date indicated on the CAD files may not have been incorporated. In the event of a conflict between the Engineer's sealed contract drawings and CAD files, the sealed contract drawings shall govern. It is the Client's responsibility to determine if any conflicts exist. The CAD files shall not be considered to be Contract Documents as defined by the General Conditions of the Contract for Construction.

The Client shall, to the fullest extent permitted by law, indemnify, defend and hold harmless the Engineer and its sub consultants from all claims, damages, losses, expenses, penalties and liabilities of any kind, including attorney's fees, arising out of or resulting from the use of the CAD files by the Client, or by third party recipients of the CAD files from the Client.

The Engineer believes that no licensing or copyright fees are due to others on account of the transfer of the CAD files, but to the extent any are, the Contractor will pay the appropriate fees and hold the Engineer harmless from such claims.

Any purchase order number provided by the Client is for Client's accounting purposes only. Purchase order terms and conditions are void and are not a part of this agreement.

## Dispute Resolution

Any claim or dispute between the Client and the Engineer shall be submitted to non-binding mediation, subject to the parties agreeing to a mediator(s). This agreement shall be governed by the laws of the principal place of business of the Engineer.

Trumbull County Combined Health District  
Nursing Department Board Report

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June 2024

Board of Health Report August 14, 2024, for June 2024

- The Nursing Division and Health Educators continued to promote our various programs, including immunization clinics, Help Me Grow Home Visiting program, tobacco cessation, Narcan distribution, and Cribs for Kids. In the month of June 2024, the staff participated in several events including Annual Safety Day by Bazetta Township at the Trumbull County Fairgrounds, Crib Drive-Thru Event at TCCHD, Scrappers Wellness Night, Novellis Industries Health and Safety Fair, Cortland Street Fair, and Senior Fair at Scrappers Field.
- Attached is a copy of the overdose report for June 2024.
- Attached are the June 2024 Project DAWN report, Influenza report and Animal Bite report.

**Nursing Division Staff Report:**

<i>Reported Communicable Disease Cases for June 2024</i>	
Chlamydia	23
Covid-19	58
CPO (CP-CRE)	4
Gonococcal	12
Hepatitis B	4
Hepatitis C	28
Legionella	1
Listeriosis	1
Lyme	25
Meningitis (aseptic/viral)	1
Mumps	1
Salmonella	2
Strep Group A (invasive)	2
Strep Pneumonia	1
Yersiniosis	1
<b>TOTAL</b>	<b>164</b>

Trumbull County Combined Health District  
Nursing Department Board Report

June 2024

Nursing Programs	# of Services Provided	Notes
CMH	1	one client served
Health Fairs/Presentations	5	Bazetta Safety Day, Scrappers Wellness Night, Cortland Street Fair, Novellis, and Senior Event at Scrappers Field
Car Seat Classes	2 classes	4 carseats distributed
Children Immunization Clinics	3 clinics	TCCHD = 3 seen Mespo = 9 seen W. Farmington = 9 seen
Adult Immunization Clinics	1 1 clinic	TCCHD = 3 seen
TB Testing	6	
Pregnancy Testing	0	
TB Clinic Appointments	1 patient seen	
Cribs for Kids	Cribs distributed = 14	2 classes = 3 TCCHD Drive-Thru Event = 7 HMG HV = 3 Nurse Family Partnership = 1

HOME VISITING PROGRAMS MONTH June 2024			
HMG – Maximum Cases – 85			
Kept/Un-kept visits			
Home Visiting Programs	Caseload Beginning of Month Cases/Referrals	Case Load End of Month Cases/Referrals	# of Home Visits Kept/Un-Kept Visits
HMG	62/4	62/0	91/24



# Department of Health

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## Project DAWN

### Project DAWN

June 2024

Kits from Health Department: 16

Kits from Mail Order: 0

NaloxBoxes: 0

People Trained: 40

Total kits distributed: 51

Total kits transferred to agency: 300

First Responder Refills: 0

First Responder kits used: 1

Successful: 1

Unsuccessful: 0

### Totals Year to Date:

Kits from Health Department: 363

Kits from Mail Order: 44

People Trained: 244

NaloxBoxes: 16

First Responder Refills: 58

First Responder Kits used: 22

Successful: 20

Unsuccessful: 2



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Trumbull County

# Trumbull County Combined Health District

194 W. Main St.  
Cortland, OH 44410

www.tcchd.org

Frank J. Migliozzi, MPH, REHS, Health Commissioner

June 2024



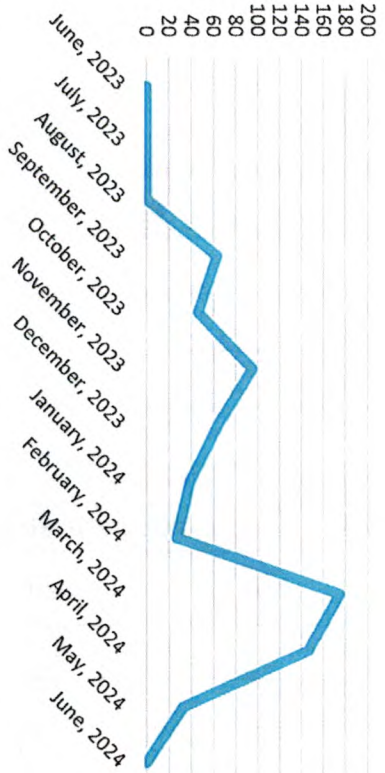
Zip Code	Number	Percent	Age Range	Number	Percent	Days of the Week	Number	Percent
44402	1	0.50%	0-19	8	4.00%	Monday	27	13.50%
44403	1	0.50%	20-30	52	26.00%	Tuesday	28	14.00%
44404	1	0.50%	31-40	75	37.50%	Wednesday	27	13.50%
44410	10	5.00%	41-50	31	15.50%	Thursday	29	14.50%
44417	1	0.50%	51-60	19	9.50%	Friday	30	15.00%
44418	0	0.00%	61-70	12	6.00%	Saturday	32	16.00%
44420	14	7.00%	71-90	3	1.50%	Sunday	27	13.50%
44425	8	4.00%	<b>Total</b>	<b>200</b>	<b>100.00%</b>	<b>Total</b>	<b>200</b>	<b>100.00%</b>
44428	5	2.50%	<b>Gender</b>	<b>Number</b>	<b>Percent</b>			
44430	5	2.50%	Male	117	58.50%			
44437	4	2.00%	Female	83	41.50%			
44438	6	3.00%	<b>Total</b>	<b>200</b>	<b>100.00%</b>			
44439	0	0.00%				<b>2024 Months</b>	<b>Number</b>	<b>Percent</b>
44440	2	1.00%				January	40	20.00%
44444	6	3.00%				February	40	20.00%
44446	20	10.00%				March	33	16.50%
44450	1	0.50%				April	32	16.00%
44453	0	0.00%				May	28	14.00%
44470	4	2.00%				June	27	13.50%
44473	1	0.50%				July		0.00%
44481	11	5.50%				August		0.00%
44482	0	0.00%				September		0.00%
44483	33	16.50%				October		0.00%
44484	27	13.50%				November		0.00%
44485	39	19.50%				December		0.00%
44491	0	0.00%				<b>Total</b>	<b>200</b>	<b>100.00%</b>
<b>Total</b>	<b>200</b>	<b>100.00%</b>						

OFFICE: (330) 675-2489 \* FAX: (330) 675-2494 \* CLINIC FAX: (330) 675-7875

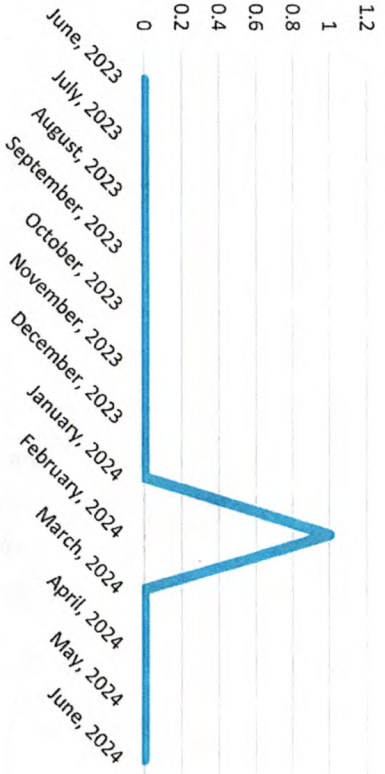
...Building a Healthy Community

June 2024  
 Trumbull County Influenza Statistics  
 2023-2024

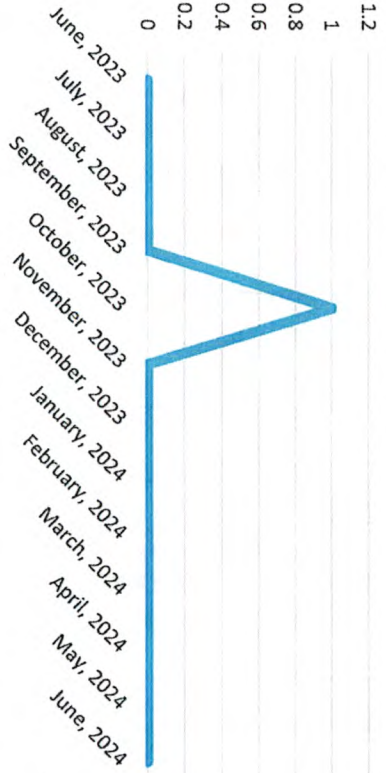
Schools



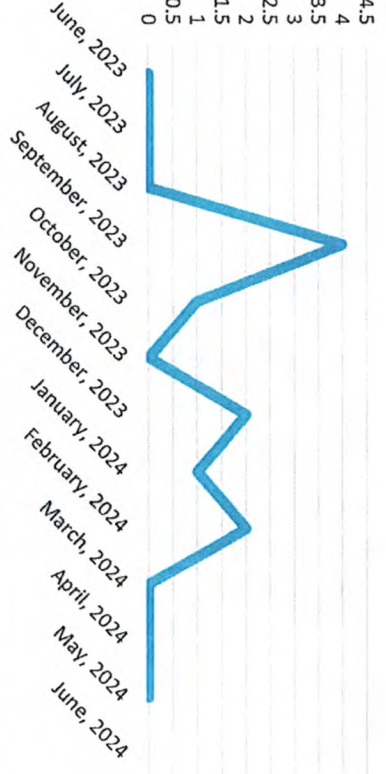
Nursing Homes



Hospital and Physician Offices



Labs





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

For Year: 2024

Person Completing Form: \_\_\_\_\_

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	1	0	1	1	0
CAT	0	0	0		0	0
DOG	7	0	0	7	7	0
FERRET	0	0	0		0	0
LIVESTOCK	0	0	0		0	0
OTHER DOMESTIC	0	0	0		0	0
OTHER WILD	0	0	0		0	0
RACCOON	1	0	0	1	1	0
RODENT/RABBIT (DOMESTIC)	0	0	0		0	0
RODENT/RABBIT (WILD)	0	0	0		0	0
SKUNK	0	0	0		0	0
<b>TOTAL</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>9</b>	<b>9</b>	<b>0</b>

Electronic submission of the excel file by Email is preferred.

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

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

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

Please send to: Zoonotic Disease Program  
Bureau of Infectious Diseases  
Ohio Department of Health  
35 E Chestnut St., 6th Floor  
Columbus, OH 43215      Fax: (614) 564-2456  
Email [zoonoses@odh.ohio.gov](mailto:zoonoses@odh.ohio.gov)



Public Health  
Prevent. Promote. Protect.

Trumbull County

# Trumbull County Combined Health District

194 W. Main St.  
Cortland, OH 44410

[www.tchd.org](http://www.tchd.org)

Frank J. Migliozi, MPH, REHS, Health Commissioner



Kristofer J. Wilster, MPH, REHS ✓  
Director of Environmental Health Report  
August 14, 2024

- Permits & Applications for June/July 2024:
  - Residential Septic ..... 98
  - Private Water Systems ..... 34
  - Plumbing – Residential ..... 91
  - Plumbing – Commercial ..... 14
  - Real Estate Applications ..... 79
  
- Inspections for June/July 2024:
 

<ul style="list-style-type: none"> <li>- Private Water Systems ..... 41</li> <li>- Plumbing ..... 147</li> <li>- Manufactured Home Parks ..... 3</li> <li>- Schools ..... 0</li> <li>- Public Pools/Spas ..... 56</li> <li>- Tattoo &amp; Body Piercing ..... 5</li> <li>- Campgrounds ..... 19</li> <li>- Food Service Operations ..... 247</li> <li>- Food Service Mobile Units ..... 91</li> <li>- Food Service Temporary Units ..... 17</li> <li>- Retail Food Establishments ..... 107</li> <li>- Mosquito Investigations ..... 3</li> <li>- Institution Inspections ..... 0</li> <li>- Nuisances Sewage ..... 27</li> </ul>	<ul style="list-style-type: none"> <li>- Nuisances – Solid Waste ..... 92</li> <li>- Nuisances – Housing ..... 31</li> <li>- Nuisances – Grass ..... 1</li> <li>- Rodent Control (Complaints) ..... 1</li> <li>- Real Estate Evaluations ..... 187</li> <li>- Residential Sewage ..... 449</li> <li>- O &amp; M Sampling ..... 1143</li> <li>- Semi-Public Sewage Systems ..... 25</li> <li>- Solid Waste Landfill ..... 0</li> <li>- C&amp;DD ..... 6</li> <li>- Smoking Investigations ..... 2</li> <li>- Water Sampling and Baseline Sampling of Water for Oil &amp; Gas Drilling ..... 60</li> <li>- Other: Accreditation ..... 916 Hrs.</li> </ul>
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- Administrative Hearings Scheduled for June/July 2024:
 

<ul style="list-style-type: none"> <li>- Private Water Systems ..... 8</li> <li>- Solid Waste ..... 6</li> <li>- Sewage Complaints ..... 0</li> <li>- Point of Sale ..... 6</li> <li>- Real Estate ..... 17</li> </ul>	<ul style="list-style-type: none"> <li>- Sewage ..... 32</li> <li>- Sewer Tie Ins ..... 2</li> <li>- Animal Complaints ..... 0</li> <li>- O &amp; M ..... 0</li> <li>- Other: ..... 0</li> </ul>
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- Administrative Hearing Outcomes for June/July 2024:
 

<ul style="list-style-type: none"> <li>- Complied ..... 14</li> <li>- Consent to Board Order ..... 17</li> <li>- No Shows – F &amp; O Issued ..... 36</li> </ul>	<ul style="list-style-type: none"> <li>- Vacant ..... 0</li> <li>- Table ..... 4</li> <li>- Cancelled ..... 0</li> </ul>
--	--

Board's Findings Orders Update  
TCCHD

Last Name	First Name	Violation Address	Township	Program/Type	Date of Board Meeting	Findings & Orders	Time-frame	Status
Kusnir	Jeff	1621 State Rd	Champion	STI	6/3/24	Complied		
Reuff	Kevin	2686 Bell Wick	Hubbard	Sewage	6/3/24	Consent	4 months	pending
Troyer	Daniel	5464 Warren Painesville	Farmington	Sewage	6/3/24	Consent	4 months	pending
Glasco Properties		7014 Cherry	Brookfield	Sewage	6/3/24	F&O	90 days	pending
Cozy Investments		5424 Scott	Newton	Sewage	6/3/24	F&O	90 days	pending
Kenelm Properties		6090 Youngs Conneaut	Vernon	Sewage	6/3/24	F&O	90 days	pending
Alderman	Steven/Kristina	2728 Greenville	Mecca	Sewage	6/3/24	Consent	6 months	pending
Schmucker	Melvin/Melinda	2097 Hyde Shaffer	Bristol	Sewage	6/3/24	F&O	90 days	pending
Seals	James	2678 Randall	Newton	Sewage	6/3/24	Consent	4 months	pending
Vankanegan	Cory	8511 State	Kinsman	STI	6/3/24	F&O	30 days	pending
Grimmett	Timothy	1755 N River	Howland	Sewage	6/3/24	F&O	90 days	pending
Gregar	Robert	809 Wilson Sharpville	Bazetta	Sewage	6/3/24	F&O	90 days	pending
Stewart	Amanda	2467 Kingsville	Fowler	Sewage	6/10/24	F&O	60 days	pending
Defalco	Santino	4585 St Rt 7	Hartford	Sewage	6/10/24	F&O	45 days	pending
Miller	Samuel	8075 Parkman Mespo	Mespo	Sewage	6/10/24	Complied		
Minor	Austin	9774 Dennison Ashtubula	Greene	Sewage	6/10/24	F&O	45 days	pending
Johnson	Chadwick	4541 Glade	Liberty	Sewage	6/10/24	F&O	90 days	pending
Troyer	Isaac & Linda	4088 Wilcox	Mespo	RE	6/10/24	Complied		
Byler	Jonathan	2101 Housel Craft	Bristol	Sewage	6/10/24	F&O	90 days	pending
Scimone/Ernst	Amber/Brandon	4811 Hickory	Farmington	Sewage	6/10/24	F&O	90 days	pending
Miller Jr.	Katie/Lester	1260 Flagg East	Bloomfield	Sewage	6/10/24	F&O	30 days	pending
Cupan Jr.	Russell	679 SR 7	Brookfield	RE	6/12/24	Complied		
Merchant	Nicolle	5944 Merwin Chase	Brookfield	RE	6/12/24	Consent	6 months	pending
Fretwell	Christelle	4894 Warren Sharon Rd	Vienna	RE	6/12/24	F&O	30 days	pending
Midwest Fortunes								
LLC		2169 Salt Springs	Weathersfield	RE	6/12/24	F&O	90 days	pending
Miller	Adam & Cindy	9180 Penniman	Bloomfield	RE	6/12/24	Consent	4 months	pending
Sikora	Chris	3465 Basswood	Howland	RE	6/12/24	F&O	90 days	pending
Staugbaugh	John & Leona	4973 Parks West	Mespo	RE	6/12/24	Consent	4 months	pending
Storm	Kyle & Jennifer	1943 Kale Adams	Newton	RE	6/12/24	Consent	60 days	pending
Gargano	Dolores	918 Kale Adams	Braceville	SW	6/24/24	Tabled	60 days	pending
Turon Jr.	Joseph	0 Curtis Middlefield	Farmington	SW	6/24/24	Consent	60 days	pending
Matas	Michael	2380 Robinwood	Newton	SW	6/24/24	Consent	60 days	pending
Morgan/Bailey	Ashley/Tommy	2360 W. River	Newton	SW	6/24/24	F&O	30 days	pending
Humphrey	Melanie & French	3749 Staunton	Liberty	SW	6/24/24	F&O	30 days	pending
Dorus	Michael	753 Dover	Warren	SW	6/24/24	Tabled	30 days	pending
Gallo	Joseph	8855 St Rt 45	Bloomfield	Sewage	6/24/24	Tabled		
Fluent	Francis & Peggy	3534 Creed	Hubbard	Sewage	6/24/24	Complied		
Foster	Edgar	2239 W. 4th	Weathersfield	Sewage	6/24/24	F&O	60 days	pending
O'Brien	Michael	7901 Wilson Sharpville	Hartford	PWS	7/1/24	complied		
Miller	Joshua	4735 Parkman	Southington	PWS	7/1/24	consent	60 days	pending
Hershberger	Wayne	5711 Girdle	Farmington	PWS	7/1/24	complied		
Liberopoulos	Peter	7687 Mines	Kinsman	PWS	7/1/24	F&O	30 days	pending
Ewertz	Eric	7139 Perkins Greenville	Kinsman	PWS	7/1/24	complied		
Sheeler	Richard	1799 Youngstown Kingsville	Vienna	PWS	7/1/24	F&O	30 days	pending
Webber	Jeremy	925 Kale Adams Rd	Braceville	PWS	7/1/24	F&O	30 days	pending
Miller	Aaron	5624 St. Rt. 303	Braceville	PWS	7/1/24	F&O	30 days	pending
Wencl	Tyler & Isabel	1530 St. Rt. 534	Braceville	RE	7/30/24	F&O	30 days	pending

Board's Findings Orders Update

TCCHD

Steele/Terlesky	Jennifer/Alex	8072 Thompson Sharpsville	Hartford	RE	7/30/24	Consent		
Brandon	Zachary	2140 Barclay Messerly Rd	Southington	RE	7/30/24	Complied		
Lenno	Benjamin	1707 Stillwagon	Howland		7/30/24	F&O	30 days	pending
Owens	Sheri	1601 Stillwagon	Weathersfield	RE	7/30/24	F&O	30 days	pending
Foor	Kristopher	5501 Park	Warren	RE	7/30/24	Complied		
Mannor	Blake & Jennifer	391 Gillmer	Warren	RE	7/30/24	Consent	45 days	pending
Hann	Robert	478 Park	Warren	RE	7/30/24	F&O	30 days	pending
Gore	Dustin	3820 Powrie	Warren	RE	7/30/24	F&O	30 days	pending
Anna	Shaw	373 Everett Hull	Bazetta	POS	7/30/24	F&O	30 days	pending
Ascending Visions LLC		4066 St. Rt. 82	Braceville	POS	7/30/24	F&O	30 days	pending
Fisher	Robert & Ella	4088 Kinsman	Mespo	POS	7/30/24	Complied		
Martin	Kayla	724 Briggs	Warren	POS	7/30/24	F&O	30 days	pending
Luster	Jon & Autumn	4753 Wilson Sharpsville	Fowler	POS	7/30/24	F&O	30 days	pending
Battison	Thomas & Carrie	9048 St. Rt. 7	Kinsman	POS	7/30/24	F&O	30 days	pending
Byler	Marty & Mary	2325 Kinsman	Greene	Sewage	7/31/24	consent	60 days	pending
Stottlemire	Randy & Jamie	4945 Turkey Run	Vienna	Sewage	7/31/24	F&O	90 days	pending
Hunt	Ronald & Nicole	6087 Orangeville Kinsman	Vernon	Sewage	7/31/24	Consent	60 days	pending
Copeland	Carrie	6595 Webber Cole	Kinsman	Sewage	7/31/24	Complied		
Spitler	Matthew	10230 St. Rt. 46	Greene	Sewage	7/31/24	Consent	60 days	pending
Allen	Michael & Kim	4901 Ridge	Johnston	Sewage	7/31/24	Consent	60 days	pending
Moss	Daryl & Wanellia	2010 Austintown Warren	Weathersfield	Sewage	7/31/24	F&O	60 days	pending
Randolph/Ashbaugh	Ethan/Erika	1127 Hubbard Thomas	Brookfield	Sewage	7/31/24	Tabled	2 weeks	pending
Raines	Cody	4959 Oviatt Windham	Braceville	Sewage	7/31/24	Complied		
Davis	Charles	4581 Templeton	Champion	Sewage	7/31/24	Complied		



**Public Health**  
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**Trumbull County**

## Trumbull County Combined Health District

194 W. Main St.  
Cortland, OH 44410

[www.tcchd.org](http://www.tcchd.org)

Frank J. Migliozi, MPH, REHS, Health Commissioner



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### Grants Coordinator Report Jenna Amerine, MPH, CHES July 2024

#### **Breast and Cervical Cancer (BCCP)- Community Health Worker (HW) - \$55,000**

- June 30, 2023 – June 29, 2024
- Billed \$4,125.00 for June 2024.
- Submitted monthly program report.

#### **COVID-19 Bridge Vaccination (CB24) - \$75,067**

- September 18, 2023 – December 31, 2024
- Billed \$0 for June 2024.
- No program report due this month.

#### **COVID-19 Enhanced Operations (EO23) - \$566,833.08**

- August 1, 2023 – July 31, 2024
- Billed \$10,004.61 for June 2024
- Submitted monthly program report.

#### **Creating Healthy Communities (CHC) - \$95,000**

- January 1, 2024 – September 30, 2024
- Billed \$8,877.46 for June 2024.
- No program report due this month.

#### **Cribs for Kids (CFK) - \$45,000**

- October 1, 2023 – September 30, 2024
- Billed \$4,100.00 for June 2024.
- Submitted monthly program report.

#### **Get Vaccinated Ohio (GVO) - \$61,444**

- July 1, 2023– June 30, 2024
- Billed \$7,307.00 for June 2024.
- Submitted monthly program report.

**Improving Vaccine Access, Education, and Outreach Through Faith-Based Partnerships - \$100,000**

- October 1, 2023 – September 30, 2024
- Billed \$20,000.00 for June 2024.
- Submitted Q3 program report.

**Integrated Harm Reduction (IH) - \$81,000**

- September 30, 2023 – September 29, 2024
- Billed \$14,000.00 for June 2024.
- Submitted Q3 program report.

**Moms Quit for Two (MQT) - \$21,680**

- July 1, 2023 – June 30, 2024
- Billed \$2,310.00 for June 2024.
- Submitted monthly program report.

**Mosquito Control Grant - \$21,200**

- May 5, 2024 – April 30, 2025
- Reimbursed City of Niles and Howland Township for Mosquito Spraying.
- Paid Mahoning Valley Scrappers, NCM, and WFMJ Advertising invoices for May and June 2024.

**Public Health Emergency Preparedness (PHEP) - \$134,168**

- July 1, 2023 – June 30, 2024
- Billed \$1,342.00 for June 2024.
- No program report due this month.

**Public Health Workforce (WF23) - \$550,000**

- July 1, 2023 – November 30, 2027
- Billed \$9,264.89 for June 2024.
- Submitted bi-annual program report.

**Regional Prevention and Linkage to Care Collaborative w/Summit County (RL) - \$100,000**

- January 1, 2024 – August 31, 2024
- Billed \$25,641.17 for June 2024.
- Submitted Q2 program report.

**Reproductive Health and Wellness (RHWP) - \$90,000**

- April 1, 2024 – March 31, 2025
- Billed \$8,893.64 for June 2024.
- Submitted monthly program report.

**Services for Homeless Youths and Homeless Pregnant Youths- \$110,200**

- July 1, 2023 – June 30, 2024
- Billed \$8,267.00 for June 2024.
- Submitted monthly program report.

**Tobacco Use Prevention and Cessation (TUPCP) - \$132,000**

- July 1, 2023 – June 30, 2024
- Billed \$30,150.00 for June 2024.
- No program report due this month.

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**Total Grants Amount Billed for June 2024 - \$163,545.77**



**Public Health**  
Prevent. Promote. Protect.  
**Trumbull County**

## Trumbull County Combined Health District

194 W. Main St.  
Cortland, OH 44410  
[www.tcchd.org](http://www.tcchd.org)

Frank J. Migliozi, MPH, REHS, Health Commissioner



Date: 8/7/2024

To: Trumbull County Combined Health District Board

From: Dan Bonacker, MPH, EHSIT, Accreditation Coordinator

RE: Board Report (8/15/2024)

- 
- **Accreditation:**
    - **Strategic Plan (S.P.):**
      - The strategic planning dashboards for 2024 have been updated and placed within the mail room on the bulletin board for all TCCHD employees to view, and updates regarding the plan have been sent via email to the core accreditation/administrative team on 7-8-2024.
    - **Performance Management (PM):**
      - The performance management objectives for the 2<sup>nd</sup> quarter of 2024 are finished and posted in the communal area (mail room) of the TCCHD for all to view.
    - **Re-Accreditation Work:**
      - I attended an intensive reaccreditation documentation meeting given by the Public Health Services Council of Ohio in collaboration with PHAB on 7-15-204 in Summit County and learned a lot of valuable information about the reaccreditation process which included:
        - A tentative virtual site visit itinerary,
        - PHAB specialist documentation review as opposed to site visitor review will most likely occur.
      - Domains 1-4 are done.
      - I have begun work on domain 5.
      - I am still working on building domain teams for each domain.
      - We have resumed Re-Accreditation Meetings that occur roughly every two weeks or more frequently if needed.
    - **Workforce Development (WFD):**
      - The cultural calendar for August of 2024 has been posted to the communal area near room 11/media room near the mailboxes.
      - The EIWLBC meeting did take place on 6-20-2024 from 12 – 1 pm. The committee chose to have a “beautification day” to spruce up the interior and exterior of the health district.



- **Quality Improvement (QI):**
  - The QI project for the policy and procedure policy (ADM-1000) is being revisited to assess and modify several components including external documents tags and universal formatting.
- **Community Health Assessment/Community Health Improvement Plan (CHA/CHIP):**
  - The TCCHD with the help of the Trumbull County Planning Commission (TCPC) has determined the appropriate type of ArcGIS (Esri) subscription and tools to purchase for the Access to Care addendum. The TCCHD still plans acquire this subscription in late July/early August of this year.
  - The Access To Care document portion for 2024, and PHAB reaccreditation is nearing completion and we await the addition of the ArcGIS component to finish the document and visualize the data.



**Report of the Health Educator  
Trumbull County Combined Health District  
Kris Kriebel  
Updates for August 14th Board Meeting**

Creating Healthy Communities Grant

● CHC Grant Activities:

CHC Coalition:

- Attended CHC Mandatory Conference Calls

Partner Organization Activities:

- Attended HCP Steering Committee Meeting
- Attended HCP Healthy Food Retail Meeting
- Attended HCP Active Transportation Meeting
- Attended HCP Parks and Green Space Meeting
- Attended HCP Core Team Meeting

Trumbull County Strategies:

- Park assessments are still being worked on. Some of our partners were unable to complete as many as we had agreed on.
- Meeting with a graduate assistant from YSU that will be working under the Parks and Green Spaces action team to help complete the remaining park assessments.

Warren City Strategies:

- Demonstration project was held on Tuesday, August 6th.
- Bike Rodeo had to be canceled due to inclement weather. Will work to potentially reschedule with community partners

Niles City Strategies:

- Design has been finalized after we completed a walkthrough of the course.
- Canvassed the surrounding neighborhood to the park to solicit feedback on their view of the park addition, potential future projects as well as any concerns

TCCHD

- Attended NECO Public Information Officer meeting at Summit County Health Department
- Attended TCCHD Re-Accreditation Meeting
- Attended TCCHD Administration Meeting

Plans for September 2024

- Attend September CHC All-Project Conference Call
- Continue working on Trumbull County park assessments
- Attend HCP Active Transportation Action Team meeting
- Attend HCP Healthy Food Retail Action Team meeting
- Attend HCP Parks and Green Spaces Action Team meeting
- Attend HCP Steering Committee meeting
- Attend TCCHD Administration meeting
- Continue participation in the Walking College Program