

**Trumbull County Board of Health – Regular Meeting
Wednesday, February 22, 2017 – 1:30 PM
176 Chestnut Ave., NE * Warren, Ohio 44483**

BOARD MEMBERS PRESENT: Marisha Agana, M.D.
Thomas Borocz
Gregory Dubos
Kathy Salapata, R.N.
John “Jack” Simon, Jr.
John Messersmith, President Pro Tempore
Robert Biery, Jr., President

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

OTHERS: James J. Enyeart, MD, Medical Director
Robert C. Kokor, Legal Counsel

MINUTES

- I. The meeting was called to order and the Pledge of Allegiance was said.**
- II. Adoption of Agenda: *MOTION: 17-18* made by Mrs. Salapata, second by Dr. Agana to adopt the agenda as presented.**

Roll Call Vote:

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

Motion carried.

- III. Approval of the Minutes: *MOTION: 17-19* made by Mr. Messersmith, second by Dr. Agana to approve the minutes of the January 25, 2017, public hearing and regular meeting as presented.**

Roll Call Vote:

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

Motion carried.

- IV. Health Commissioner Report:** Mr. Migliozi submitted a written report to the Board. In addition, the Board Members were provided a survey pertaining to the health department's communication and interactions with the Board. The members were asked to filled the survey out and return it to Natalie Markusic. As was discussed previously, the health department has been researching trading in the 2007 Chevy Trailblazer for another vehicle, requests were made to six dealerships, with four responding, and those bids were presented to the Board for their review. Mr. Migliozi requested authorization to proceed with the vehicle purchase.

MOTION: 17-20 made by Mr. Messersmith, second by Mr. Simon to authorize the Health Commissioner to proceed with the investigation of purchasing of a new vehicle for the department.

Mr. Messersmith inquired as to how long the prices provided would be good. Mr. Migliozi stated that the bids submitted would be good for 90 days. Following discussion, Mr. Simon inquired as to whether it would be possible to allocate up to \$16,000.00 so as not to lose the trade in value that was offered.

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: 17-21 made by Mr. Simon, second by Dr. Agana to authorize up to \$16,662.50 for the purchase of a vehicle for the health district.

Roll Call Vote:

Dr. Agana – Yes
Mr. Borocz – Yes

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

Motion carried.

At this time, Mr. Migliozi announced that Randee Shoenberger was named February's Employee of the Month. Mrs. Shoenberger is a registered nurse, and the epidemiologist for the health district. Mr. Migliozi and the Board congratulated Mrs. Shoenberger, and thanked her for her hard work on behalf of the health district.

MOTION: 17-22 made by Mrs. Salapata, second by Mr. Dubos to accept the Health Commissioner's report as presented.

Roll Call Vote:

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

Motion carried.

- V. **Director of Nursing Report:** Mrs. Swann presented a written report to the Board for their review. In addition, Mrs. Swann informed the Board that through the tobacco grant, the health district would be conducting compliance checks, using three adults and one student. The compliance checks entail having a student go into an establishment and attempt to purchase tobacco products. Mrs. Swann informed the Board that she had been invited to sit on the 2018 Maternal & Child Health Advisory Committee.

MOTION: 17-23 made by Mr. Dubos, second by Dr. Agana to accept the Director of Nursing's report 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.

- VI. Director of Environmental Health Report:** Mr. Wilster presented a written report to the Board for their review. Mr. Messersmith questioned as to the status of the house in Johnston Township wherein the Board had given 90 days to the owner to remove the back structure. Mr. Hedge stated that there was no change in the status of the property.

MOTION: 17-24 made by Mr. Dubos, second by Dr. Agana to accept the Director of Environmental Health's report 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.

- VII. Health Educator Report:** Ms. Amerine presented a written report to the Board for their review. Ms. Amerine also added that the Bike to Work Event had been scheduled, and it will be held on May 19, 2017.

MOTION: 17-25 made by Mrs. Salapata, second by Dr. Agana to accept the Health Educator's report 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.

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

MOTION: 17-26 made by Mrs. Salapata, second by Mr. Borocz to accept the Accreditation Coordinator's written report 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.

IX. Board Report: None

- X. Old Business:** A. Passage of Revision of the “Regulation of the Trumbull County Combined Health District for Establishing Fees” .08 Recreation – B. Pools – 3rd & Final Reading –

MOTION: 17-27 made by Dr. Agana, second by Mrs. Salapata to pass the revision of the “Regulation of the Trumbull County Combined Health District for Establishing Fees” .08 Recreation – B. Pools for its 3rd and final reading.

Roll Call Vote:

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

Motion carried.

B. Declaration of Unfit for Human Habitation – 192 S. High St., Cortland, Brian Blank (Co Trustees), Owner – Atty. Nader, the owner’s attorney, was present at the meeting and supplied the Board with a packet of photos to show the cleaning and repairs that were made to the structure.

MOTION: 17-28 made by Mr. Messersmith, second by Dr. Agana to table any formal action regarding the declaration of unfit for 192 S. High St., Cortland, Ohio, for 30 days to allow time for inspector, Rod Hedge, to make an inspection of the property.

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. RESCISSION – Declaration of Unfit for Human Habitation – 1821 Salt Springs Rd., Lordstown Village, Paul & Judith Kellar, Owners – This structure was declared unfit at the August 25, 2016, Board of Health meeting. Since that time, the owners of the property made several repairs to the structure. On January 5, 2017, Lordstown village Officials stated that they were presented evidence showing that the conditions that were present at the time of the health department’s inspection had been corrected, and requested that the Board of Health rescind their declaration of unfit. A recent inspection by the environmental health staff concurs with the village’s findings.

MOTION: 17-29 made by Mr. Messersmith, second by Mr. Simon to rescind the August 25, 2016, declaration of unfit for 1821 Salt Springs Rd., SW, Lordstown Village.

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 “Regulation of the Trumbull County Combined Health District for Establishing Fees” .03 Household Sewage Disposal – 1st Reading

MOTION: 17-30 made by Dr. Agana, second by Mrs. Salapata to pass the revision of the “Regulation of the Trumbull County Combined Health District for Establishing Fees” .03 Household Sewage Disposal, and pass them for their 1st reading.

Mr. Wilster explained to the Board that the state’s cost methodology process was used to come up with these fees, and that he had also reviewed the fees of the health departments in the area. Mr. Messersmith stated that he was uncomfortable with the proposed 20% increase. Mr. Wilster explained that it should be noted that the fees being adjusted are only for installation permits, alteration permits, site evaluations and real estate evaluations. The last time these fees were changed was in 2009, and also, the state sewage regulation have become more involved since their change in 2015.

Roll Call Vote:

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

Motion carried.

C. Approval of New Job Descriptions – Per the new union contract, three additional job classifications had been created; Family Service Coordinator II, Family Service Coordinator III and Plumbing Inspector III. The “Work Related Experience Required” has been modified to include the requirement of a minimum of either five (5) or fifteen (15) years completion of public health service with the Trumbull County Combined Health District.

MOTION: 17-31 made by Mr. Simon, second by Mr. Dubos to approve the new job descriptions for Family Service Coordinator II, Family Service Coordinator II and Plumbing Inspector III.

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. Approval of Policy ADM-1070 Call Offs and Leave Requests
- E. Approval of Policy ADM-1080 Drug Free Workplace
- F. Approval of Policy ADM-1140 Dress Code Policy
- G. Approval of Policy ENV-1140 House Bill 110 Procedure
- H. Approval of Policy ADM-1180 New Hire Procedure
- I. Approval of Policy ADM-1190 Staff Qualifications Verification
- J. Approval of Policy ADM-1210 Health Promotion Program Procedure
- K. Approval of Policy ADM-1230 Ethics Policy
- L. Approval of Policy ADM-1240 Equal Employment Opportunity Employer
- M. Approval of Policy ADM-1250 Proper Identification
- N. Approval of Policy NUR-1020 Policy for Vax Care Immunizations

MOTION: 17-32 made by Mr. Dubos, second by Dr. Agana to approve the following policies as presented: ADM-1070 Call Offs and Leave Requests, ADM-1080 Drug Free Workplace, ADM-1140 Dress Code Policy, ENV-1140 House Bill 110 Procedure, ADM-1180 New Hire Procedure, ADM-1190 Staff Qualifications Verification, ADM-1210 Health Promotion Program Procedure, ADM-1230 Ethics Policy, ADM-1240 Equal Employment Opportunity Employer, ADM-1250 Proper Identification and NUR-1020 Policy for Vax Care Immunizations.

Roll Call Vote:

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

Motion carried.

O. Passage of the Trumbull County Combined Health District's CBRNE (Chemical, Biological, Radiologic, Nuclear, Explosive) Plan

MOTION: 17-33 made by Mr. Borocz, second by Dr. Agana to approve the Trumbull County Combined Health District's CBRNE Plan 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.

XII. Citizens Comments – None

XIII. Approval of Payment of the Bills: MOTION: 17-34 made by Mr. Messersmith, second by Mrs. Salapata to approve the payment of the bills as presented.

Roll Call Vote:

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

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

Motion carried.

XIV. Date of Next Regular Meeting: March 22, 2017


XV. Adjournment: MOTION: 17-35 made by Mr. Messersmith, second by Mr. Simon 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

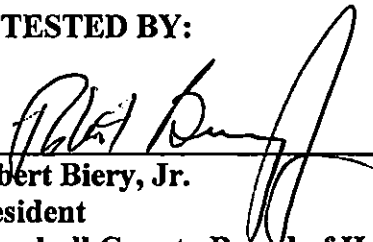
Motion carried. (Adjournment 2:20 P.M.)

RECORDED BY:



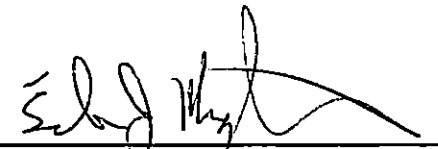
Johnna Ben
Administrative Secretary
Trumbull County Combined Health District

ATTESTED BY:



Robert Biery, Jr.
President
Trumbull County Board of Health

For



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

Health Commissioner's Report –February 2017 Board of Health Meeting

1) Budget

- The all fund balance is at \$831,131.52, and I set a goal to achieve two months' worth of reserves as carryover. Currently, we are slightly below, but are on track to achieve that goal.
- The general fund balance is currently negative. We were able to make the general fund balance whole to close out calendar year 2016, but because of carryover, expenses higher in January. We continue making budgetary changes, but anticipate this fund running in the negative until April.
- The Tobacco Use Prevention (TUPCP) fund is negative because this is a deliverable-based grant. Until the deliverables are achieved, no funding is received from the state; therefore the agency must front the cost of expenses.
- The Solid Waste fund is showing negative for January, but the 4th quarter billing was sent out January 15th. This payment will be reflected in next month's financial statement.

- 2) Attach is my time study for the month of January. The bulk of my time was spent on administrative matters and accreditation.
- 3) Attached to my report is a Board of Health Survey. We are requesting that each Board Member complete the survey and bring it with them to the February 22nd meeting.
- 4) Per the request of the Board, Dan Dean has been contacting local dealerships to obtain bids for a vehicle. Attached to my report is the information he has obtained thus far. I am not requesting any formal action at this time regarding purchasing a vehicle, but whether following review of the attached, whether the Board wishes to purchase a vehicle through a local dealership, go through state purchasing, or not proceed with the purchase at all.

TRUMBULL COUNTY COMBINED HEALTH DISTRICT
FINANCIAL REPORT
As of January 31, 2017

FUND	BUDGET	JANUARY		FEBRUARY		YEAR TO DATE			REMAINING BUDGET	% REMAINING	CALENDAR REMAINING	FUND CASH BALANCE
		REVENUE	EXPENDITURES	REVENUE	EXPENDITURES	REVENUE	EXPENDITURES	REV - EXP				
GENERAL FUND 950	\$ 2,085,000.00	\$ 16,459.83	\$ 152,078.61			\$ 16,459.83	\$ 152,078.61	\$ (135,618.78)	\$ 1,932,921.39	92.71%	91.67%	\$ (126,228.83)
FOOD SERV. FUND 951	\$ 333,000.00	\$ 5,770.09	\$ 25,610.42			\$ 5,770.09	\$ 25,610.42	\$ (24,840.33)	\$ 307,389.58	92.51%	91.67%	\$ 184.61
PDOP FUND 952	\$ 123,936.00	\$ 14,454.20	\$ -			\$ 14,454.20	\$ -	\$ 14,454.20	\$ 123,936.00	100.00%	91.67%	\$ 7,664.97
CHHS FUND 953	\$ 133,098.00	\$ -	\$ -			\$ -	\$ -	\$ -	\$ 133,098.00	100.00%	91.67%	\$ 260.35
TUPCP FUND 954	\$ 105,800.00	\$ 5,100.00	\$ -			\$ 5,100.00	\$ -	\$ 5,100.00	\$ 105,800.00	100.00%	91.67%	\$ (1,300.00)
CAR SEAT FUND 955	\$ 15,000.00	\$ -	\$ -			\$ -	\$ -	\$ -	\$ 15,000.00	100.00%	91.67%	\$ 10,206.98
PROJECT DAWN FUND 956	\$ 33,539.86	\$ -	\$ 723.29			\$ -	\$ 723.29	\$ (723.29)	\$ 32,816.57	97.84%	91.67%	\$ 14,948.11
PARKS/CAMPS FUND 958	\$ 5,710.00	\$ -	\$ -			\$ -	\$ -	\$ -	\$ 5,710.00	100.00%	91.67%	\$ -
PRIV WATER SYS FUND 959	\$ 28,000.00	\$ 1,084.00	\$ 1,960.00			\$ 1,084.00	\$ 1,960.00	\$ (876.00)	\$ 26,040.00	93.00%	91.67%	\$ 15,825.53
POOLS FUND 960	\$ 16,000.00	\$ -	\$ -			\$ -	\$ -	\$ -	\$ 16,000.00	100.00%	91.67%	\$ 1,542.00
IMMUNIZATIONS FUND 963	\$ 30,553.07	\$ 4,669.87	\$ -			\$ 4,669.87	\$ -	\$ 4,669.87	\$ 30,553.07	100.00%	91.67%	\$ 20,209.78
WELCOME HOME FUND 967	\$ 475,000.00	\$ 62,024.74	\$ 35,121.78			\$ 62,024.74	\$ 35,121.78	\$ 28,902.96	\$ 441,878.22	93.03%	91.67%	\$ 80,930.76
REIMB SWD FUND 970	\$ 20,000.00	\$ -	\$ 4,567.65			\$ -	\$ 4,567.65	\$ (4,567.65)	\$ 15,432.35	77.16%	91.67%	\$ (4,526.70)
PUBLIC HEALTH FUND 971	\$ 182,000.00	\$ 11,288.40	\$ 2,650.00			\$ 11,288.40	\$ 2,650.00	\$ 8,638.40	\$ 179,350.00	98.54%	91.67%	\$ 22,985.01
CONSTRUCTION & DEMO FUND 972	\$ 1,200,000.00	\$ 63,040.44	\$ 21,623.34			\$ 63,040.44	\$ 21,623.34	\$ 41,417.10	\$ 1,178,376.66	98.20%	91.67%	\$ 255,804.04
HSTS PROGRAM FUND 974	\$ 699,828.00	\$ 114,558.25	\$ 52,990.69			\$ 114,558.25	\$ 52,990.69	\$ 61,567.56	\$ 646,837.31	92.43%	91.67%	\$ 256,750.08
CREATING HEALTHY COMMUNITIES FUND 976	\$ 155,000.00	\$ -	\$ 375.00			\$ -	\$ 375.00	\$ (375.00)	\$ 154,625.00	99.76%	91.67%	\$ 19,500.00
MIECHV FUND 978	\$ 163,190.00	\$ 11,071.36	\$ -			\$ 11,071.36	\$ -	\$ 11,071.36	\$ 163,190.00	100.00%	91.67%	\$ 120,872.48
TB CONTROL UNIT FUND 979	\$ 61,000.00	\$ 230.00	\$ 3,166.12			\$ 230.00	\$ 3,166.12	\$ (2,936.12)	\$ 57,833.88	94.81%	91.67%	\$ 79,351.01
* TOTAL	\$ 5,865,654.93	\$ 304,751.18	\$ 298,866.90	\$ -	\$ -	\$ 304,751.18	\$ 298,866.90	\$ 5,884.28	\$ 5,566,788.03	94.90%	91.67%	\$ 831,131.52

* TOTAL AMOUNT INCLUDES RESTRICTED FUNDS C & DD GROUND WTR MONITORING FUND 975 OF \$72,273.87

HEALTH COMMISSIONER WORK HOURS
 JANUARY 1, 2017 - JANUARY 31, 2017

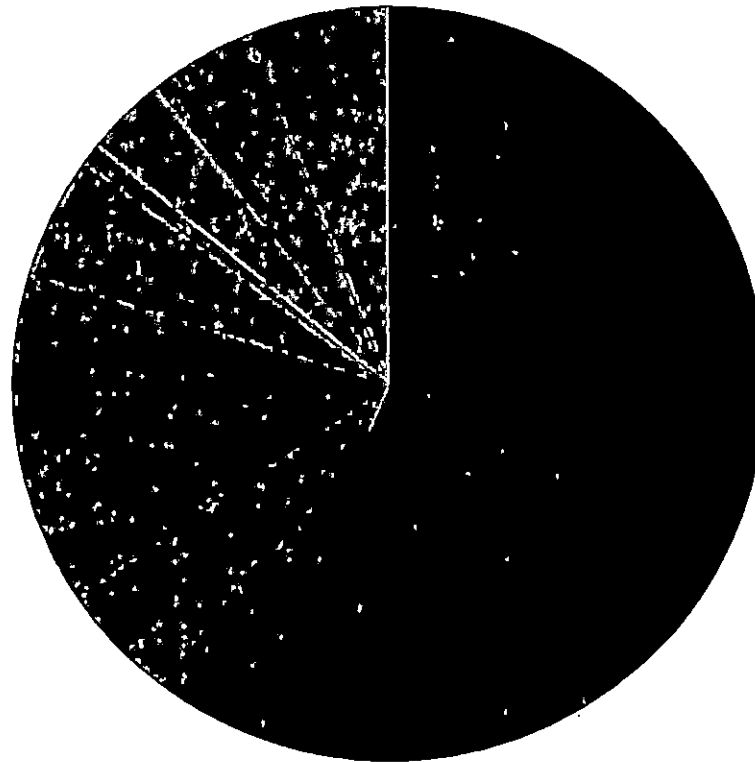
<u>SUMMARY -YTD</u>	COUNT	MINUTES	PERCENTAGE	HOURS
ACCR	61	915	12.1%	15.25
ADMIN	218	3270	43.3%	54.5
BCMh	0	0	0.0%	0
CFHS	3	45	0.6%	0.75
CFR	4	60	0.8%	1
CHC	15	225	3.0%	3.75
DAWN	3	45	0.6%	0.75
EBOLA	0	0	0.0%	0
HMG	26	390	5.2%	6.5
IMM	12	180	2.4%	3
MEDICAID	0	0	0.0%	0
MIECH	0	0	0.0%	0
PHEP	59	885	11.7%	14.75
RAB	0	0	0.0%	0
TB	27	405	5.4%	6.75
FSO	4	60	0.8%	1
RFE	0	0	0.0%	0
SFO	0	0	0.0%	0
NUIS	4	60	0.8%	1
HSTS	13	195	2.6%	3.25
PWS	1	15	0.2%	0.25
SW	6	90	1.2%	1.5
C&DD	16	240	3.2%	4
BGT	31	465	6.2%	7.75
LUNCH	71	1065		17.75
SICK	0	0		0
OFF	66	990		16.5
VAC	0	0		0
HOLIDAY	64	960		16
TOTAL MINUTES	704	10560	100%	176
MINUTES LESS SICK, VAC, HOL, LUNCH		7545		

SUMMARY -YTD

PERCENTAGES

ACCR	12.13%
ADMIN	43.34%
BCMh	0.00%
CFHS	0.60%
CFR	0.80%
CHC	2.98%
DAWN	0.60%
EBOLA	0.00%
HMG	5.17%
IMM	2.39%
MEDICAID	0.00%
MIECHV	0.00%
PHEP	11.73%
RAB	0.00%
TB	5.37%
FSO	0.80%
RFE	0.00%
SFO	0.00%
NUIS	0.80%
HSTS	2.58%
PWS	0.20%
SW	1.19%
C&DD	3.18%
BGT	6.16%

PERCENTAGES



- ACCR
- ADMIN
- BCMH
- CFHS
- CFR
- CHC
- DAWN
- EBOLA
- HMG
- IMM
- MEDICAID
- MIECHV
- PHEP
- RAB
- TB
- FSO
- RFE
- SFO
- NUIS
- HSTS
- PWS
- SW
- C&DD
- BGT



TRUMBULL COUNTY COMBINED HEALTH DISTRICT

"Building a Healthy Community"

Frank J. Migliozi, MPH, REHS/RS
Health Commissioner

176 Chestnut N.E. • Warren, Ohio 44483
www.tchd.org



Public Health
Prevent. Promote. Protect.

Date: 2/15/17

To: TCCHD Board of Health

From: Natalie Markusic

RE: Board Accreditation Report – 2/22/17

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1. **Performance Management.** Collected and process the results of the Employee Satisfaction Survey. (5% of Time)
 2. **Document Selection.** Collecting, reviewing, editing and formatting documents. Worked with staff members to develop and revise procedures. Prepping documents for upload. Uploading documents. (80% of Time)
 3. **Quality Improvement.** Began meeting with the HSTS QI Team. We have met three times. We are still working on the Point of Sale aspect of the process. (15% of Time)



Employee Satisfaction Survey 2016 vs 2015



Questions

Questions	2016	2015
1. I am proud to work at TCCHD.	4.26	4.00
2. I would recommend TCCHD as a good place to work.	4.23	4.09
3. In general, I am treated with respect, regardless of my race, gender, sexual orientation, gender identity or expression, color, marital status, religion, ancestry, national origin, disability, or age.	4.35	4.27
4. Coworkers treat each other with respect.	4.03	3.72
5. TCCHD programs and policies support a work/life balance.	4.06	3.97
6. My physical work environment is safe.	4.00	3.91
7. My overall work environment is good.	3.97	3.82
8. My work contributes to TCCHD's success.	4.39	4.30
9. I am familiar with the mission, goals and objectives of TCCHD's Strategic Plan.	4.19	3.94
10. I understand how my performance relates our goals and objectives.	4.29	4.15
11. In the last year, I have had opportunities to learn and grow professionally.	3.87	4.03
12. TCCHD supports training to help employees perform effectively.	3.71	3.81
13. I feel personally responsible for keeping my knowledge and capabilities current.	4.06	4.18
14. I receive recognition for a job well-done.	3.45	3.48
15. I receive enough recognition for my work.	3.29	3.58
16. The volume of work that I have to do often keeps me from doing high quality work.	3.10	3.33
17. I feel comfortable making day-to-day decisions about my work.	4.35	4.09
18. I have the necessary tools, equipment and/or resources to do my job.	3.87	3.85
19. I have a clear understanding of what is expected of me in my job.	4.19	4.03
20. I receive the information I need to do my job.	4.03	3.88
21. Staff meetings are helpful and informative to me.	3.60	3.58
22. I learn about changes that directly affect me before they are implemented.	3.20	3.06
23. I am given the opportunity to comment or contribute to changes in policies or procedures that will directly affect me.	3.19	3.97
24. I feel well informed about events, news, issues, etc. concerning TCCHD.	3.42	3.00
25. Employees are informed on a regular basis of the financial status of the agency.	4.32	2.45
26. My department is open to new ideas to improve the way we work.	3.39	3.27
27. My suggestions to improve my work and the work environment are recognized as valuable.	3.26	3.16
28. TCCHD strives to provide quality public health services.	4.32	4.00
29. I would recommend TCCHD to others needing public health services.	4.19	4.09
30. Providing excellent customer service is important to my department.	4.16	3.81
31. I feel confident in my ability provide excellent customer service.	4.58	4.50
32. I regularly receive feedback about my work performance from my supervisor.	3.61	3.25
33. The feedback I do receive helps me learn and improve.	3.55	3.65

Employee Satisfaction Survey 2016 vs 2015

Questions

	2016	2015
34. My last performance review provided me with relevant information about my performance:	3.77	3.32
35. Superior performance is valued in my department:	3.65	3.72
36. My supervisor provides recognition for employees who do good work.	3.39	3.21
37. My supervisor communicates openly and honestly.	3.81	3.70
38. My supervisor provides clear direction.	3.77	3.30
39. My supervisor ensures I have what I need to do my job well.	3.81	3.45
40. I receive the amount of supervision I need to do my job.	4.19	3.73
41. My supervisor treats me fairly.	3.90	4.00
42. Management communicates openly and honestly.	3.61	3.06
43. Management exercises strong leadership.	3.84	3.18
44. Management is visible to employees as a leader.	4.03	3.36
45. Management is transparent in decisions affecting employees.	3.32	3.03
46. The pay I receive is fair for the work that I do.	4.06	3.70
47. I am satisfied with the benefits package that I receive.	4.16	4.24
48. I would like to work at TCCHD until my retirement.	4.23	4.33
49. Comments:		

■ indicates the better number.



**Report of the Health Educator
Trumbull County Combined Health District
Jenna Amerine
January 2017 for February 22nd Board Meeting**

Creating Healthy Communities Grant

- CHC Grant Activities:
 - Completed 2016 4th quarter report and submitted it to ODH.
 - Completed 2017 budget revisions and special conditions.
 - Created 2017 contracts to be sent out and signed.
 - Sent out CHC Intern job description to NEOMED, KSU, & YSU.
 - Attended Tobacco Free Ohio Alliance Meeting.
 - Attended Active Transportation and Complete Streets 1st quarter calls.
 - Mailed Smoke-free multi-unit housing letters to all apartment buildings in Trumbull County.
 - Mailed Ohio Healthy Program fliers to all Trumbull County daycares.
 - Met with Safe Kids and TNP to begin planning Safe Kids Day in May.
 - Attended CHC All-Project Conference call.
 - Attended Howland Health and Wellness Committee meeting to discuss 2016 Healthy Community Award and 2017 projects and plans.
 - Met with TNP about bus shelter advertising and making new Warren bus shelters smoke-free.
 - Presented to Warren G. Harding HS HPAC (Health Professions Affinity Club) about healthy eating and physical activity projects in Warren.
 - Attended Healthy Retail conference call.
 - Attended Well-Being of Ohio Collaborative Meeting.
- Continue to promote the Facebook Page as well as post informational material and programs on the site.
- Attended Weekly Meetings and Accreditation Meetings.
- Attended County Wellness Committee meeting and became vice-chair for 2017.
- Met with Eastern Ohio Area Health Education Center new director and discussed plans for 2017 Trumbull County projects.
- Met with Warren city Mayor Franklin to present Warren City Healthy Community Award and film for Minute with the Mayor and spoke with the Tribune Chronicle to be printed in the paper.

Days Worked

- 20

Early, Late and Weekend Hours

- Worked late on January 23rd for Howland Health and Wellness Committee Meeting.

Plans for February

- Continue operating and updating the Facebook Page.
- Begin looking for and hiring a new CHC Intern to implement a CHC Twitter account.
- Attend Accreditation and Weekly Update meetings.
- Attend Trumbull County Wellness Committee Meeting.
- Attend Howland Health and Wellness Committee Meeting.
- Continue to meet with Safe Kids and TNP to plan Safe Kids Days in May.
- Attend CHC All-Project conference call on February 9th.
- Attend Trumbull County Combined Health District All-Staff Meeting on February 27th.
- Attend ODH Deliverable grants training webinar.
- Attend Safe Kids of Mahoning Valley meeting on February 3rd.
- Attend Howland Park Board Meeting on February 9th.
- Attend American Cancer Society Volunteer Leadership Council meeting on February 9th.
- Present to Niles Middle School 6th grade health classes about the dangers of smoking and E-cigarettes and Vapes.
- Attend and instruct next round of Ohio Healthy Program Training classes.
- Attend CHC All-Project Meeting in Columbus on February 21st.
- Attend Well-Being of Ohio Collaborative Meetings on February 23rd.
- Attend Trumbull County Combined Health District all-staff meeting on February 27th.
- Host CHC 1st quarter coalition meeting and ODH 1st quarter site visit on February 28th.



TRUMBULL COUNTY COMBINED HEALTH DISTRICT

"Building a Healthy Community"

Frank J. Migliozi, MPH, REHS/RS

Health Commissioner

176 Chestnut N.E. • Warren, Ohio 44483

www.tcchd.org



Public Health
Prevent. Promote. Protect.

Kris Wilster, MPH, RS/REHS
Director of Environmental Health Report
February 22, 2017

- **Permits & Applications for January 2017:**
 - Residential Septic40
 - Private Water Systems11
 - Plumbing – Residential.....26
 - Plumbing – Commercial5
 - Real Estate Applications.....31

- **Inspections for January 2017:**

<ul style="list-style-type: none"> - Private Water Systems8 - Plumbing.....26 - Manufactured Home Parks8 - Schools.....1 - Public Pools/Spas.....2 - Tattoo & Body Piercing.....16 - Campgrounds.....0 - Food Service Operations.....127 - Food Service Mobile Units....0 - Food Service Temporary Units.....0 - Retail Food Establishments ...59 - Mosquito Investigations.....0 - Institution Inspections.....0 - Nuisances – Sewage6 	<ul style="list-style-type: none"> - Nuisances – Solid Waste69 - Nuisances – Housing21 - Nuisances – Grass.....1 - Rodent Control (Complaints)0 - Real Estate Evaluations125 - Residential Sewage.....202 - O & M Sampling25 - Semi-Public Sewage Systems.....46 - Solid Waste Landfill0 - C&DD6 - Smoking Investigations1 - Water Sampling and Baseline Sampling of Water for Oil & Gas Drilling26
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- **Administrative Hearings Scheduled for January 2017:**

<ul style="list-style-type: none"> - Private Water Systems13 - Sewage Complaints0 - Real Estate Upgrades0 - Animal Complaints.....0 	<ul style="list-style-type: none"> - Solid Waste.....11 - Point of Sale.....0 - Sewer Tie Ins0 - O & M.....0
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- **Administrative Hearing Outcomes for January 2017:**

<ul style="list-style-type: none"> - Complied.....8 - No Shows – F & O Issued15 - Tabled1 	<ul style="list-style-type: none"> - Consent to Board Order0 - Vacant0 - Cancelled0
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- 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
					Admin Hearings			
Fetterolf Jr.	Gary Lee	4073 Selkirk Bush	Newton	real estate	6/28/16	Upgrade the septic system	07/01/17	
Kaja Holdings LLC	Jim Wright, Agent	300 Homeview	Warren	Solid Waste complaint				
Penza	Dan Michael	2667 Mary Jane	Weathersfield	real estate	9/20/16	Upgrade septic system	07/01/17	
Mott	Paul E.	Parcel #03-471701 Youngstown Conneaut	Brookfield	Solid Waste complaint	9/22/16	Remove debris and submit receipts	30 days	11/15/16 work with Rod Hedge, 90 days
Miller	Kerry E.	3125 Cadwallader Sonk	Fowler	real estate	10/4/16	Submit paperwork/upgrade septic system	6 months	
Bud	Brett	2356 McCleary Jacoby	Bazetta	real estate	10/18/16	Submit paperwork/upgrade septic system	06/01/17	
	Cunningham/Kerr	2423 Janice	Southington	real estate upgrade	10/25/16	Submit paperwork/upgrade septic system	90 days	On-lot system
Billock	Timothy J.	4394 Prospect	Newton	real estate	11/1/16	Submit paperwork/upgrade septic system	90 days	
Arnett	James	5618 Mt. Everett	Hubbard	Sewage complaint	11/3/16	Submit paperwork/upgrade septic system	90 days	
Duncan	Taylor & Elizabeth	5319 Scott	Newton	real estate	11/8/16	Submit paperwork/upgrade septic system	90 days	
Jennings	Keith & Kimberly	3575 Five Points	Hartford	real estate	11/8/16	Submit paperwork/upgrade septic system	90 days	
Foore	Cynthia	1341 Henn Hyde Rd.	Howland	PWS	11/10/16	Seal well or Alteration to keep well	30 days	Returned application - incomplete - 1/9/17
Mokri	Robert & Diane	5270 Hoagland Blackstub	Mecca	real estate	11/15/16	Submit paperwork/upgrade septic system	90 days	
Bennett	Paul & Tracey	5803 Parkman Rd.	Champion	real estate	12/6/16	Submit paperwork/upgrade septic system	06/01/17	
Ague	Peter & Ashley	3227 Bell South	Fowler	real estate	12/6/16	Submit paperwork/upgrade septic system	45 days/ 6/1/2017	
Miller	Bill & Viola	8586 Girdle	Mespo	real estate upgrade	12/6/16	Submit paperwork/upgrade septic system	90 days	
Miller	Willis & Laura	5029 Parks West	Mespo	New Construction	12/6/16	Abandon septic/seal well at old house	30 days	
Fennell	Paula M.	7708 Addison	Brookfield	sewer tie in	12/6/16	Connect to available sewer line & abandon tank	30 days	
Johnson Jr.	Dennis W.	1621 Brookfield Rd.	Hubbard	PWS	12/8/16	Seal well or Alteration to keep well	30 days	
Booty Sr.	Charles F.	840 Niles Vienna	Vienna	PWS	12/8/16	Seal well or Alteration to keep well	30 days	
Shaffer	Mary	4340 Warren Sharon	Vienna	PWS	12/8/16	Seal well or Alteration to keep well	30 days	
Roberts-Kober	Alisa	4425 Smith Stewart	Vienna	PWS	12/8/16	Seal well or Alteration to keep well	02/01/17	
Miller	George A.	5765 Burnett East	Kinsman	PWS	12/8/16	Seal well or Alteration to keep well	30 days	
Troyer	Marvin & Christine	296 Main St.	Farmington	PWS	12/8/16	Seal well or Alteration to keep well	30 days	
Zook	David L.	6086 Corey Hunt	Bristol	point of sale	12/13/16	Submit application and fee	30 days	

Board's Findings Orders Update

Dutting	Dewey	1410 St. Rt. 7	Brookfield	real estate	12/12/16	Submit paperwork	30 days	
Ridel	Scott	3465 Pothour Wheeler	Hubbard	PWS	1/5/17	Retest the water	30 days	
Miller	Marki	7306 Curtis Middlefield	Farmington	PWS	1/5/17	Submit pump completion & have water test	30 days	
Illencik	Thomas	1473 Melbourne	Vienna	PWS	1/5/17	Seal well	6 months	
Zambrini	Frank	6963 Thornton	Hubbard	Solid Waste complaint	1/12/17	Remove solid waste and submit receipts	30 days	
Walters	Audriaunna	476 Stateline	Brookfield	Solid Waste complaint	1/12/17	Remove solid waste and submit receipts	30 days	
Wildman	Roberta A.	7113 Oakfield	Bristol	Solid Waste complaint	1/12/17	Remove solid waste and submit receipts	04/01/17	
Blaney	Barry	4612 St. Rt. 7	Hartford	PWS	1/19/17	Disinfect well & retest	30 days	
Byler	Andrew	17745 Old State	Farmington	PWS	1/19/17	Submit completion form & test water	30 days	
Stoltzfus Jr.	Robert	4597 Parks West	Mespo	PWS	1/19/17	Schedule water test	30 days	
McCollum	Laura	1955 St. Rt. 88	Bristol	PWS & septic	1/19/17	Abandon tank & seal well	30 days	
Mundy	Thomas	2714 Kinsman	Bloomfield	Solid Waste complaint	1/26/17	Remove solid waste and submit receipts	05/01/17	
Cryster	Mark	8244 Ohio	Brookfield	Solid Waste complaint	1/26/17	Remove solid waste and submit receipts	30 days	
Lucas	Lois	597 N. Leavitt	Warren	Solid Waste complaint	1/26/17	Remove solid waste and submit receipts	30 days	
Fisher	Rosanna	9015 Durst Colebrook	Greene	Solid Waste complaint	1/26/17	Remove solid waste and submit receipts	30 days	
Janik/Dally	Linda/Bonnie	2460 W. River	Newton	Solid Waste complaint	1/26/17	Remove solid waste and submit receipts	30 days	

Trumbull County Combined Health District
Nursing Department Board Report

Board of Health Report February 22, 2017, for January 2017

- TCCHD Nursing has completed and submitted the continuation grant for 2018 Tobacco Use Prevention and Cessation Program – the funding is \$80,000.00 for 12 months.
- TCCHD has entered into a contract with VaxCare to enhance our immunization services to adolescents and adults. TCCHD will be able to provide vaccines to those that have certain insurances and are not eligible for the state funded VFC vaccines.
- Our DAWN Program has distributed 8 kits and 8 refills for 2017. There have been 7 responder kits used with 7 successful reversals for 2017.

Nursing Division Staff Report:

Reported Communicable Disease Cases for January 2017	
<u>Reportable condition</u>	<u># of cases reported</u>
Chlamydia	48
Giardiasis	1
Gonococcal	10
Hepatitis B (chronic)	3
Hepatitis C (chronic)	18
Influenza – associated hospitalization	63
Listeriosis	2
Lyme Disease	2
Neisseria Meningitidis	1
Pertussis	2
Rabies	4 tested – all negative
Salmonella	2
Streptococcal Disease Group A Invasive	3
Streptococcus pneumoniae – antibiotic resistance unknown or non-resistant	3
TB (active)	1
Varicella	1
<u>Total cases reviewed</u>	<u>164</u>

Trumbull County Combined Health District
Nursing Department Board Report

MONTH <u>January 2017</u>		
Nursing Programs	# of Services Provided	Clients Served
BCMh	26	10
Health Fairs / Presentations		
Car Seat Classes		
Car Seats Provided		
Children Immunization Clinics	3 – Clinics	17 Children
Adult Immunization Clinics	1 – Clinic	10 Adults
TB Testing	1 – Clinic	10 TB tests
Pregnancy Testing	3	2 – Positive 1 - Negative
Referrals to Agencies: (WIC, DJFS, Immunization Clinics, Mental Health)	8	8
WIC Class		
Immunization Appointments	2 – Walk-in Clinics 1 – Child Appt. Clinic 1 – Adult Appt. Clinic	10 children 8 scheduled; 1 no show 10 scheduled; 0 no show
TB Clinic Appointments	7	7
TB Nurse Appointments	8	8
Cribs for Kids	1 class	5 families – 5 cribs 4 HV families received a crib
Tobacco Activities	1 Stand Mtg.	10 Students
Baby & Me Smoke Free Sessions	2 – Prenatal Visits 7 – Postpartum visits	8 clients
DAWN Program	8 – kits 8 - refills	36 people trained

Trumbull County Combined Health District
Nursing Department Board Report

HOME VISITING PROGRAMS MONTH <u>January 2017</u>			
HMG – Maximum Cases – 120			
MIECHV – Maximum Cases - 43			
Home Visiting Programs	Caseload Beginning of Month Cases/Referrals	Case Load End of Month Cases/Referrals	# of Home Visits Kept/Un-Kept Visits
HMG	72/17	60/22	77/9
MIECHV	37/6	38/5	49/5
PART C (EI)	66/28	55/35	39/4
Total Caseload	175/51	153/62	165/18

- 01/17/2017 - All home visiting staff took part in the last 5 A's call.
- 01/20/2017 – Tara Lucente LSW received a training called “Worried Sick”.
- 01/25/2017 and 01/29/2017 – Kristyn Bugnone and Kenya Franklin participated in a webinar for Family Centered Practices in Early Intervention.

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

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

For Year: 2017

Person Completing Form: Joanna

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	2	1	0	3	3	0
DOG	9	0	0	9	9	1
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	0	0	1	1	0	0
RODENT/RABBIT (DOMESTIC)	0	0	0		0	0
RODENT/RABBIT (WILD)	0	0	0		0	0
SKUNK	0	0	0		0	0
TOTAL	11	2	1	14	13	1

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

2015 - 2016 Influenza Surveillance for Trumbull County

