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740.283.8530 **GENERAL HEALTH DISTRICT**

*NICOLE BUSH BALAKOS, HEALTH COMMISSIONER*

**January 21, 2020**

The regular monthly Board of Health meeting was held on Tuesday, January 21, 2020, at 8:15 a.m. in the Community Room, 2<sup>nd</sup> Floor, Trumbull Towers Building, 500 Market Street, Steubenville, Ohio.

**Present:**

Board Members:  
Frank L. Petrola, M.D.  
Terry Bell  
Michalene King, Ph.D., R.N.  
Patrick Macedonia, M.D.  
George VanWeelden, D.O.

**Staff:**

Nicole Balakos, Health Commissioner  
Jane Culp, M.D., Medical Director  
Marc Maragos, Registered Sanitarian  
Stephanie Chester, R.N.  
Jack McGuire, Registered Sanitarian  
Hannah Piko, R.N., Nursing Director  
Sam Ivkovich, PHEP Director  
Carla Gampolo, Registered Sanitarian  
Jane Klug, Administrative Assistant  
Tamika Jones, Accreditation Coordinator  
Kelly Wilson, Fiscal Officer

**Absent:**

None

**Prosecutor:**

Emanuela Agresta

**Guests:**

See sign-in sheet

**CALL TO ORDER**

Dr. Frank L. Petrola called the meeting to order at 8:15 a.m.

**PUBLIC PARTICIPATION**

Dr. Petrola stated that there was no public participation scheduled for today's meeting. Guests in attendance are denoted on the sign-in sheet. After the roll call was taken, the Pledge of Allegiance with recited.



<i>Action</i>	<i>Accept December's Minutes</i>	<i>Vote Detail (Roll Call)</i>
Motion-2020-01	Dr. King moved and Mr. Bell seconded a motion to accept the December minutes with corrections denoted by herself and Dr. Macedonia. The corrections were denoted by Kelly Wilson who was recording minutes on behalf of Health Commissioner Balakos.  Motion passed unanimously.	1 <sup>st</sup> - King 2 <sup>nd</sup> - Bell Petrola – yes VanWeelden – yes Bell – yes King – yes Macedonia - yes

**December 2019 Expenses**

Dr. Macedonia questioned several expenditures on the report; specifically, a charge of \$643.00 to M & M Hardware for vehicle supplies. Health Commissioner Balakos stated that every vehicle was outfitted with water and sewage kits that would be used in the field. Next, Dr. Macedonia questioned two lease payments to pay off leases for two vehicles. Health Commissioner Balakos reminded Dr. Macedonia that they had discussed this at a prior board meeting about the need to zero out the food service account. The last item questioned was about a payment to Team Ford in the amount of \$1,500. Health Commissioner Balakos explained that the charge was for a bed liner and cap liner for the truck. Dr. Macedonia suggested that the Health Department keep track of expenses relating to each vehicle. The current descriptions were not providing enough information.

<i>Action</i>	<i>Accept December's Expenses</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2020-02	Dr. VanWeelden moved and Dr. Macedonia seconded a motion to accept December's expenses.  Motion passed unanimously.	1 <sup>st</sup> - VanWeelden 2 <sup>nd</sup> - Macedonia Petrola – yes VanWeelden – yes Bell – yes King – yes Macedonia – yes

**December 2019 Finance Report**

Dr. Macedonia questioned the \$76,000 payment from Apex Environmental. Health Commissioner Balakos stated that the payment is split among Springfield and German Townships, the EPA, Jefferson County Commissioners and the Health Department. Dr. Macedonia questioned if the payment was current. Health Commissioner Balakos stated that the tonnage is computed a month behind. Dr. Macedonia also questioned the \$20,000 payment from the Jefferson County Belmont Solid Waste Authority. This was a catch up contribution for November and December since the funding was increased. In 2020, it will be actual expenses up to \$125,000 and paid annually. A monthly payment will not be made.



<i>Action</i>	<i>Accept December's Finance Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2020-03	Dr. Macedonia moved and Dr. King seconded a motion to accept December's Finance Report.  Motion passed unanimously.	1 <sup>st</sup> - Macedonia 2 <sup>nd</sup> - King Petrola – yes VanWeelden – yes Bell – yes King – yes Macedonia - yes

<i>Action</i>	<i>Accept Consent Agenda</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2020-04	Dr. King moved and Mr. Bell seconded a motion to approve all items listed under the Consent Agenda.  Motion passed unanimously.	1 <sup>st</sup> - King 2 <sup>nd</sup> - Bell Petrola – yes VanWeelden – yes Bell – yes King – yes Macedonia - yes

**Health Commissioner's Report**

Health Commissioner Balakos delivered the Health Commissioner's report to the Board. A copy of the report is attached hereto and made part of the official minutes (Attachment A).

**Medical Director's Report**

Dr. Culp presented the Medical Director's Report for December. Dr. Culp discussed the HIV billboards that have been placed in Jefferson County. She reminded the Board that nurses can screen for HIV but the result is not diagnostic. If a test comes back positive, they are referred for further testing. She also reported that e-Clinical is up and running. In regards to vaccines, Dr. Culp will be conducting an in-service on Thursday the 23<sup>rd</sup> on the meningitis vaccine so the staff will be up-to-date. Dr. Culp mentioned a local person who used to be with the City health department and when the changes came about, she went to Summit County. Shalia Smith currently serves as the manager of Maternal Child Health and wrote a grant and received \$2.4 million regarding infant mortality in Summit County. Dr. Culp thought it was important to mention a local person's success.

Dr. King asked Dr. Culp if there was a comparison report between year-to-date 2019 and 2018, especially for the areas of chlamydia and gonorrhea. Dr. King would like to see the trends. Dr. Culp stated that the statistics are all available and that the numbers were reported at last month's meeting. Dr. King wanted to know what prevention measures have been implemented. Dr. King

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believes we are missing the education component. Dr. Culp believes that there is a lot of education going on in the high schools; however, the group they are seeing testing positive with these diseases is the age group of 20-26. Dr. Macedonia stated that he agrees with the previous comments by Dr. King and that we should emphasize our concerns as a health department publicly. It was suggested by Dr. Macedonia that the health department consider issuing a public statement on sexually transmitted diseases and offer some more education to the target groups affected. Dr. King concurred. Dr. Culp said she would work on a new educational program.

Dr. Macedonia asked Dr. Culp if she was aware of the pertussis case. Dr. Culp stated she was not involved in it and that she is unaware if it is a child or the mother who tested positive.

**Nursing Report**

Nurse Hannah Piko gave the Nursing Report. Nurse Piko reported that the department is fully stocked with adult and child vaccines. She also pointed out that the flu vaccines are still being given and reminded the Board of the availability of the HPV vaccines.

The nursing department is now encouraging appointments. Using e-Clinical and making appointments makes the intake process more efficient. Next, Nurse Piko discussed the new hours that were implemented the first of the year. The Wednesday hours were expanded and they see their last patient at 5:30 p.m. She also reported on the hours in Toronto. The hours used to be on Wednesday from 8 a.m. to 4 p.m. and now they are on Mondays from 9 a.m. to 3 p.m.

Since joining the collaborative, most insurance is now being accepted. Dr. Macedonia asked if we are keeping track of what is being charged, received and what is being written off for each payer. Health Commissioner Balakos stated that the new software keeps track of that for us and for 2020 we will be able to obtain that data. Dr. Macedonia pointed out that we are not allowed to charge differently for those with health insurance versus those who are uninsured. Dr. Culp remarked that for those without insurance, those vaccines are not part of the private stock. Those are provided by the state and are already paid for and we only charge an administrative fee.

Dr. Macedonia questioned whether we were tracking the success rate of the HPV vaccine. Are folks following up with the second vaccine? Nurse Piko commented that with electronic medical records, we are able to track this and that they can send reminders to clients. They are now also able to retroactively track for patients who may have received the first vaccine in the pediatrician's office but never returned for the second vaccine.

**WIC Report**

Stephanie Chester reported that there was an increase between December and January in the percentage of moms who are breastfeeding. Additionally, in October of 2019, the State increased their caseload. Due to the holidays, December visits were down and part of it has to do with Jackie DiNofrio being out as well. It has affected how many clients they can see. Jackie DiNofrio will be returning part-time in February. In addition, the department is hiring an additional part-time



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registered nurse/dietician. Lastly, the WIC department began using an Internet based system on the 8<sup>th</sup> of January. They are still working out the kinks but the new software allows the department to schedule visits out in the community since it is Internet based and they can log in from anywhere.

### **Environmental**

Marc Maragos presented the Environmental report. January is National Radon Action Month. Radon is the second leading cause of lung cancer. Radon is found in every county in Ohio. It is odorless and colorless. The Ohio Department of Health is issuing free radon testing kits for households with income under \$80,500 for free. For households with income greater than \$80,500, they will receive a discounted rate of \$10.95. This fee covers the entire kit. ODH will send it out via U.S. mail and once received, it's placed in the basement by the homeowner. Once testing is complete, residents will return it via mail for analysis and a report of results will be issued back to the resident. All people have to do is visit the Jefferson County Health Department's web site and click on Radon Action Month Kit. Folks will complete the fillable form, press enter, then submit and it will go straight to the Ohio Department of Health. The kit will then be mailed out to the applicant via U.S. Mail.

Mr. Maragos has been in contact with the Jefferson County Water and Sewer District to set up a meeting in anticipation of the Amsterdam sewer project. This project will affect approximately 400 homes in both Carroll and Jefferson counties. Mr. Maragos invited the sanitarian from the Carroll County Health Department to take part in the meeting so everyone is on the same page.

Mr. Maragos spoke about water testing. The Health Department is currently establishing our base protocol for landfills, residual landfills and landfills that are no longer accepting waste. This testing is not mandated. Some of the counties with the largest programs and greatest subsidies perform testing. The sanitarians are reaching out to other counties and other departments of health for information on surface testing. They have contacted four labs that have been approved by the EPA. Some of the labs Mr. Maragos has contacted are simply incapable of reading the tests he's looking to have done. The EPA did a water quality study in 2010. To his knowledge, this is the last one conducted. This was done in Cross Creek. We have looked at Goose Creek before to have water testing done. Any landfill that is an active landfill and that has waste disposal within 1,000 feet of that stream, pond, or whatever type of water source, Mr. Maragos is looking to be able to get those tested. The EPA provided Mr. Maragos seven pages of approved labs. He is contacting the labs to obtain quotes. He is also looking at labs in Pennsylvania. The goal is to secure the right lab and do it right rather than hurry only to find out we've wasted our time. Additionally, we are looking for a lab that we can transport the samples to and not ship them. You have 48 hours to get it to the lab. Thus, Mr. Maragos is trying to secure a location that is a reasonable distance from Jefferson County. Mr. Maragos has asked the EPA to come over and train them on the proper handling procedures since the department has never done this



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before. The EPA said they would have no problem doing so. Mr. Maragos wanted to recognize Chuck DeJonckheere from Hamilton County, who has provided excellent input on how they conduct their surface water sampling. Mr. Maragos reminded the Board that there are currently three (3) active landfills in the County, with two (2) residual landfills that are accepting a different type of waste. Mr. Maragos talked about the specific things that would be tested for (list attached). Not all of the labs can test for all of the things on the list; however, he's looking for a lab that can meet the requirements. Dr. Macedonia questioned why they didn't test beyond the tank at Crossridge. Health Commissioner Balakos reported that Crossridge is in contempt of a court order. Dr. Macedonia stated that the EPA should be put on notice that we want information regarding whether they are doing the testing or not. If not, then he believes a letter should go to the Ohio Attorney General, the Ohio EPA and the Governor since they are not following a court order. Health Commissioner Balakos reported that she sent a certified letter on January 10, 2020 asking for an in-person meeting. Dr. Macedonia feels the pressure needs put on the EPA from higher up. This is a community health issue and until we get answers we will be having the same discussion a year from now.

<i>Action</i>	<i>Letter to Governor &amp; Attorney General of Ohio</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2020-05	Dr. VanWeelden moved and Mr. Bell seconded a motion to prepare and send a letter to both the Governor and Attorney General about Crossridge being in violation of court order.  Motion passed unanimously.	1 <sup>st</sup> -VanWeelden 2 <sup>nd</sup> - Bell Petrola – yes VanWeelden – yes Bell – yes King – yes Macedonia - yes

Mr. Maragos continued his environmental report. There were 25 complaints in December and as of today, 20 for January regarding Apex. Dr. Macedonia inquired about a device used to measure odors. Each individual is different on how they define a bad odor. Mr. Maragos will look into it and report back.

Carla Gampolo mentioned that we are still trying to get food service operations to take the required Serv it Safely certification. It is a violation for food service operations not to have this certification. If they receive three citations in a row, they are required to appear before the Board. Dr. Macedonia suggested that if a food service operation hits three violations, they are automatically closed. Health Commissioner Balakos did state that she has statutory authority to close an operation. This is the procedure that is going to be followed so that no food service operation has to appear before the board.



<i>Action</i>	<i>Health Commissioner Authority to Close Food Service Operation</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2020-06	Dr. Macedonia moved and Dr. VanWeelden seconded a motion to authorize Health Commissioner Balakos to close any food service operation that has three (3) violations in a row. This authority is in lieu of having them appear before the Board.  Motion passed unanimously.	1 <sup>st</sup> - Macedonia 2 <sup>nd</sup> - VanWeelden Petrola – yes VanWeelden – yes Bell – yes King – yes Macedonia - yes

**Accreditation**

Tamika Jones reported that the Health Department is in the process of reviewing evaluations and community health assessments as they relate to the strategic plan. These documents all need revised. It’s important that we look at the available data, etc. when determining what goals to include in the plan. She noted that we need to increase public exposure to the plan as well. In addition to this project, Ms. Jones is continuing her work on updating the department’s policies and procedures.

**PHEP**

Sam Ivkovich reported that a multi-year agreement has been entered into with Trinity. Also, Mr. Ivkovich will travel to the Noble County Health Department on February 13<sup>th</sup> for a class on how to set up PODS. Health Commission Balakos and Director of Nursing, Hannah Piko, will attend as well.

He also reported that he is monitoring the alert from China concerning the Novel 2019 Coronavirus that began the weekend of January 18<sup>th</sup>. It was reported in the media on Saturday the 18<sup>th</sup>. At this stage, he is just monitoring things to see how they progress.

**Old Business**

Health Commissioner Balakos reported that the county commissioners have authorized more space in the building allocated to the health department.

**News Business**

Dr. Macedonia asked that a line item for Correspondence be added to the Agenda. Dr. Macedonia believes it should be acknowledged and filed away. Mr. Bell also suggested that the sign in sheets be included with this as well because it identifies that folks who were in attendance at the meeting and expressing a concern(s) is the same as a letter being received raising a concern. This discussion was tabled until the February meeting since the by-laws are scheduled to be approved at the meeting and correspondence is an item added to the agenda, as outlined in the By-Laws.



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<i>Action</i>	<i>Enter Executive Session</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2020-07	Mr. Bell moved and Dr. King seconded a motion to go in to Executive Session to discuss personnel matters.  Motion passed unanimously.	1 <sup>st</sup> - Bell 2 <sup>nd</sup> - King Petrola – yes VanWeelden – yes Bell – yes King – yes Macedonia - yes
<i>Action</i>	<i>Exit Executive Session</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2020-08	Mr. Bell moved and Dr. Macedonia seconded a motion to come out of Executive Session and enter back in to the Regular Board meeting.  Motion passed unanimously.	1 <sup>st</sup> - Bell 2 <sup>nd</sup> - Macedonia Petrola – yes VanWeelden – yes Bell – yes King – yes Macedonia – yes

No action took place in the Executive Session.

<i>Action</i>	<i>Adjournment</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2020-09	Dr. King moved and Mr. Bell seconded a motion to adjourn.  Motion passed unanimously.	1 <sup>st</sup> - King 2 <sup>nd</sup> - Bell Petrola – yes VanWeelden – yes Bell – yes King – yes Macedonia - yes

The next meeting of the Board of Health is scheduled for Tuesday, February 18, 2020 at 8:15 a.m. in the Trumbull Towers Building, 2<sup>nd</sup> Floor.

There being no further business before the Board, the meeting was adjourned at 10:35 a.m.

**ATTESTED:**

  
Dr. Frank L. Petrola

  
Nicole Balakos, Health Commissioner