

May 2, 2019

A special meeting of the Board of Health was held on Thursday May 2, 2019 at 4:00 p.m. in the Community Room, 2nd Floor, Trumbull Towers Building, 500 Market Street, Steubenville, Ohio.

Present

Nicole Balakos
Michalene King
Terry Bell

Staff

Frank J. Petrola
Frank Klinger, SIT
Marc Maragos, RS
Ashley Wilson, RN
Sheryl Suppa
Sam Ivkovich
Karen Grimm

Absent

Frank L. Petrola
George Van Weelden

Prosecutor

Emanuela Agresta

Guest

CALL TO ORDER

Nicole Balakos called the meeting to order.

This special meeting was called to cover any open contracts with the Board of Health.

STEUBENVILLE CITY SCHOOLS/SCHOOL BASED CLINIC

The Board of Health members were able to review a copy of the Steubenville City Schools contract that Steubenville School Board already signed on February 20, 2019 when it went through their board for approval.

Mr. Terry Bell motioned to approve the contract with Steubenville City Schools only to provide services until the end of this school year, May 31, 2019, seconded by Michalene King.

**Vote- Nicole Balakos YES
Terry Bell YES,
Michalene King YES**

Mrs. Balakos explained that this changes the terms of the original agreement which was originally through December 31, 2019, stating this will allow us to continue to provide services there, and will give us the summer to renegotiate and determine whether or not we will continue services. This was the main issue that needed resolved so that we can continue services and not impact the schools which were not under contract previously.

CITY OF TORONTO

The District Advisory Council has already looked at this contract and was signed by all parties. Mr. Jim Mavromatis inquired if the same format was followed with the City of Steubenville as it was with the City of Toronto in determining the cost per capita. Mrs. Balakos explained that the cost per capita is the same rate as Steubenville. This is the first year that the contracts for both cities reflect that same per capita. The city of Toronto contract is for the sum of \$24,482.90

Michalene King motioned to approve the contract for services with the City of Toronto, seconded by Terry Bell.

**Roll call Vote- Nicole Balakos YES
Terry Bell YES
Michalene King YES**

As of May 2, 2019 the Board of Health accepts the contract for services with the City of Toronto.

MANUFACTURED HOME PARK INSPECTION AGREEMENT

Mrs. Balakos has some questions regarding this agreement.

Marc Maragos explained that this is the 2nd year that we contracted out with the Department of Commerce. We only do these inspections for them. We do not have any authority over them, nor does the board have any authority to license them or bring penalties against them. The 1st year, we completed all of the required inspections, but as far as a contract, Mr. Maragos did not himself have a contract or know where it would be. Mr. Maragos was asked if we received revenue for these inspections from last year. Frank Klinger explained that he was asked by the administrator to email the Department of Commerce and see if we received payment; he also had not seen a contract. On Tuesday April 2, Mr. Klinger emailed a point of contact with the Department of Commerce who then replied that an invoice for payment had been submitted, but it had been an incorrect invoice, and we did not receive payment because there was no follow up to that email that was sent back to the administrator. The initial email for invoice was sent February 5, 2019. On February 6, 2019 a reply was sent back to the administrator that payment had not been made because they never received the invoice. A dollar amount of outstanding revenue was unknown. Mrs. Balakos did not want to act on this contract without this information. ***Since the administrator was not present to provide this information on outstanding revenue, a motion to approve this contract has been tabled until the next meeting.***

Terry Bell asked what would be a rough estimate of number of lots that we would normally inspect? Mr. Maragos explained that we have numerous manufactured home parks in the county, and they all vary. He said the average would probably be 30-50, but the average is easily thrown off when you take into account a place like Colonial Heights which has well over 200. The Department of Commerce submits a list to us of all of the manufactured home parks in the county that they want us to inspect, and then we send them the inspection results.

EMPLOYMENT CONTRACTS

In order to service the Steubenville school based clinic, it calls for us to have the physician, Dr. Petrola to be there to service those clinics, and if he cannot be there to supplement with a nurse practitioner. Mrs. Balakos explained that they have the information to hire Charlotte Jones as a contract employee for the times that Dr. Petrola could not be there. This is to be very sporadic, in order to be a 1099 employee, and not be a regular scheduled employee. She would only need to be there as needed. Her malpractice insurance and licensing information has been provided and checked out by board member Dr. King.

Mr. Terry Bell motioned to approve the hiring of Charlotte Jones as a 1099 employee to provide periodic Nurse Practitioner services as necessary when Dr. Petrola is unable to be there, at a rate of \$60 per hour, seconded by Michalene King.

**Roll Call Vote- Nicole Balakos YES
Terry Bell YES
Michalene King YES**

Mr. Gentile requested that details of the contract employee be given to Vicki at the auditor's office regarding the 1099 paperwork.

Nicole Balakos stated that it was brought to the attention of the District Advisory Council and the County Commissioners that we have been operating without a Health Commissioner under contract, so she asked for a motion that we advertise for both a Health Commissioner and a Medical Director so we can get this under contract. She welcomed Dr. Petrola to apply, but explained that they are going to split the job into a Medical Director as one position, and a Health Commissioner as another, and split the duties.

Mr. Terry Bell motioned to advertise for both a Health Commissioner and a Medical Director, seconded by Michalene King.

**Vote- Nicole Balakos YES
Terry Bell YES
Michalene King YES**

There Being No Further Business before the Board of Health, the meeting was adjourned.

ATTESTED:

Nicole Balakos 6/18/2019

Nicole Balakos, Board of Health President

Frank J. Petrola, Health Commissioner