

## August 20, 2019

The regular monthly meeting of the Board of Health was held on Tuesday, August 20, 2019 at 8:15 A.M. in the Community Room, 2nd Floor, Trumbull Towers Building, 500 Market Street, Steubenville, Ohio.

### Present

Frank L. Petrola, M.D.  
Terry Bell  
George VanWeelden, D.O.  
Michalene King, PhD, R.N.  
Patrick Macedonia, M.D.

### Staff

Nicole Balakos  
Dr. Jane Culp  
Marc Maragos, RS  
Kim Mark, RN  
Stephanie Chester, RN  
Frank Klinger, SIT  
Jack McGuire, RS  
Sam Ivkovich  
Carla Gampolo, RS  
Karen Grimm

### Absent

Annette Stewart

### Prosecutor

Cerryn Cottrell-Marshall

### Guest

See sign in sheet

## CALL TO ORDER

Frank L. Petrola called the meeting to order, and introduced Dr. Patrick Macedonia as our new Board Member.

## PUBLIC PARTICIPATION PERIOD

None

## APPROVAL OF BOARD MINUTES

The July 16, 2019 Regular Meeting Board Minutes were presented to the Board of Health for their approval.

*Dr. George Van Weelden motioned to approve the July 16, 2019 minutes, seconded by Dr. Michalene King.*

Vote-

<b>Dr. Frank L. Petrola</b>	<b>Yes</b>
<b>Dr. George VanWeelden</b>	<b>Yes</b>
<b>Terry Bell</b>	<b>Yes</b>
<b>Dr. Michalene King</b>	<b>Yes</b>
<b>Dr. Patrick Macedonia</b>	<b>Yes</b>

## APPROVAL OF CURRENT MONTH'S EXPENSES

Action	Discussion	Vote Detail (Roll Call)
Resolution 2019-010	The current month's expenses were presented to the Board of Health for approval.	1 <sup>st</sup> Van Weelden
		2 <sup>nd</sup> King
		Petrola- yes
		Van Weelden- yes
		Bell- yes
		King- yes
		Macedonia- yes

## APPROVAL OF MONTHLY FINANCIAL STATEMENT

Action	Discussion	Vote Detail (Roll Call)
Resolution 2019-011	The monthly financial statement was presented to the Board of Health for approval. There were no irregularities to report.	1 <sup>st</sup> King
		2 <sup>nd</sup> Van Weelden
		Petrola- yes
		Van Weelden- yes
		Bell- yes
		King- yes
		Macedonia- yes

### Medical Director's Report

#### Activity Report

Copy of Nursing Activity report is attached hereto and made a permanent part of this record.

Dr. Jane Culp presented the disease report. There were 67 reportable diseases, including 12 Hepatitis A and 8 Lyme Disease, for the month of July. There were three clinics provided for Hepatitis A immunizations at the Urban Mission. We are going to start HIV testing in

September. Education for this program starts this month. The test will involve a fingerstick to obtain the sample. This protocol should be updated and available by the next board meeting. Dr. Macedonia questioned how the chlamydia follow-up is being done, including the contacts. Dr. Culp explained that the patient is followed-up by either their primary physician or the health department. Our department can treat the partner as long as they are identified. Treatment is not denied to anyone.

### **WIC Director's Report**

#### **Activity Report**

Copy of the WIC Activity Report is attached hereto and made a permanent part of this record.

Dr. Culp reported that the WIC caseload is 814. Our goal is over 1,000. This is 271 cases short of our goal. We are better than we were a couple of months ago. We are slowly, but steadily increasing our caseload. We have 44 infants breastfeeding at this point. 43% of the mothers of those infants initiated the breastfeeding on their own. The number of mothers currently breastfeeding right now is 40, which is about 23% of the caseload of postpartum women. This number includes breastfeeding with supplementation.

Stephanie Chester reported that August is breastfeeding awareness month. We held an event here last week to honor our breastfeeding moms. We received a lot of donations for this event. Nursing bras and nursing covers were available. A community baby shower was given courtesy of a few local community agencies/providers: Dr. Littleton, CHANGE OB, Dept. of Job and Family Services, and Help Me Grow. This event was well attended.

### **ENVIRONMENTAL HEALTH DIRECTOR'S REPORT**

#### **Activity Report**

Copy of Environmental Activity report is attached hereto and made a permanent part of this record.

APEX- Mr. Maragos informed the Board of Health there were a total of 62 complaints for July. As of this date in August, there have been 21 complaints so far.

Oral rabies vaccination will be taking place August 23-September 3, weather permitting. These will be air-dropped from planes. There will be no hand baiting. There is no risk in handling an intact vaccine. It is recommended to wash your hands if you come into contact with the bait. There is also no harm if your pet comes in contact with the vaccine. If ingested, it will not affect the health of the animal.

Jefferson County Soil and Water Conservation is asking for a letter of support for the FY 2020 WPCLF grant (Water Pollution Control Local Fund). We have participated in this grant for many years. From the grant money that we've received in 2018, we were able to install 47 septic systems for low to moderate level income people, and with the money that is left over from 2018, we will be doing an additional nine, for a total of 56 installations.

***Dr. George Van Weelden motioned for a letter of support to be written to the Jefferson County Soil and Water Conservation for the FY2020 WPCLF grant, seconded by Terry Bell.***

**Vote-**

**Dr. Frank L. Petrola**      **Yes**  
**Dr. George VanWeelden**      **Yes**  
**Terry Bell**      **Yes**  
**Dr. Michalene King**      **Yes**  
**Dr. Patrick Macedonia**      **Yes**

Dr. Macedonia questioned the process involved with a complaint received about APEX. Mr. Maragos explained that we are going out there every other week and spending four to five hours at the landfill. There is an odor complaint hotline which the residents near the landfill can call into. That information is then transferred to our department, the Ohio EPA, and APEX. So all three entities know when an odor complaint comes in. If there is a cluster of complaints, we track that now. We go out and investigate whether or not something is going on. We issue notices of violation. If there are multiple notices of violation, then the EPA can come back in and issue an order. An order has more strength than a notice. An order requires arbitration. The EPA would have further mandates for correction at that point in time. Mr. Maragos explained that in terms of landfills, we are the first stop. We are the liaison between the landfill and the EPA. In the past, there were quarterly inspections. Now the EPA wants bi-weekly inspections. We are out there more frequently now, and that has shown a significant decrease in complaints. Mr. Maragos also explained that we have no jurisdiction over the railcars. That falls under the Department of Transportation.

**PHEP REPORT**

Sam Ivkovich reported that last year's grant was closed out. This year's first deliverable was approved. Also, while at the fair, a POD activation was completed.

**ACCREDITATION REPORT**

Frank Klinger informed the Board that all of the staff had their signature lines updated with their emails. Also, forms have been updated with new branding information. Harrison County staff members were invited to come in last month to share their document tracking system, not only for accreditation, but also for Quality Improvement. Forms will be uniform, and there will be a number associated with each document on our shared drive on the network. Approximately 20 documents have been updated and completed this past month, with many more to follow. The Workforce Development Plan is continuing to be updated. Next month, there is a one-day accreditation workshop, where the uploading of documents will be addressed. Frank and Health Commission Nicole Balakos will be attending this workshop.

**OLD BUSINESS**

**Bergholz Clinic**

Nicole Balakos informed the Board that she talked with Amy Richards, from the Bergholz Community Foundation, and she has agreed that it is not necessary to have medical services provided there two days a week. She is comfortable with us dropping down to one day per week. The Bergholz Foundation has agreed to pick up the utilities, with the exception of internet and phone, if we agreed to maintain services there for one day a week.

The WIC program is switching over their system to cloud-based. When this is complete, we would like to have the WIC program available at both Bergholz and Toronto. The nurses would split their hours between WIC and nursing services. WIC card loads, certifications, and re-certifications would be provided at these locations. We would save eight hours of nursing pay, plus all utilities would be covered, except internet and phone. By having WIC services at our remote locations, the WIC caseload could increase.

***Dr. George Van Weelden motioned to adapt the Bergholz clinic schedule to one day per week beginning September 1, with the Bergholz Community Foundation accepting utilities, except internet and phone, seconded by Terry Bell.***

**Vote-**

<b>Dr. Frank L. Petrola</b>	<b>Yes</b>
<b>Dr. George Van Weelden</b>	<b>Yes</b>
<b>Terry Bell</b>	<b>Yes</b>
<b>Dr. Michalene King</b>	<b>Yes</b>
<b>Dr. Patrick Macedonia</b>	<b>Yes</b>

### **New Business**

#### **Nuisance Complaint Hearing**

Action	Discussion	Vote Detail
Resolution 2019-012	The Bartons were given 15 days to clean up and provide receipts, and to partner with Jack McGuire to re-inspect the property at that time.  **see below	1 <sup>st</sup> Van Weelden
		2 <sup>nd</sup> Bell
		Petrola-yes
		Van Weelden- yes
		Bell-yes
		King-yes
		Macedonia- yes

\*\* Jack McGuire explained that the complainant filled out a form and signed it on April 10, 2019. We received it on April 11, 2019. On April 15, 2019 we received an email from the Ohio EPA that they also received the complaint. On April 15, 2019 we visited the property, and there was a very large accumulation of garbage on all portions of the property. Pictures were made available by Mr. McGuire. The property is owned by Brent Barton, and is occupied by Colt Barton and Amanda Neer. Jack McGuire drafted a nuisance abatement letter, which was sent both certified and first-class mail. Mr. McGuire re-inspected the property on June 10, 2019. The re-inspection pictures showed that things had changed. They removed some things, yet they added some things.

This is a significant public health issue, and it is our job to protect the public health. It was demanded in the cease and desist order that they provide us with receipts from the landfill where they took the items, and also that they be contracted with a licensed garbage hauler for regular trash pick-up. The occupants of the residence informed Mr. McGuire that they received garbage service, but then they quit paying and the service stopped. Colt Barton claimed that they never received a bill. They never received a receipt from the first time the trash was hauled away.

Colt Barton claims it will cost \$57 for three months. They wanted to start at the beginning of the month, but they do not have the income to do that right now. The \$57 needs to be paid up front. Brent Barton said that this mess will be taken care of. Dr. Macedonia asked what a reasonable time frame would be to allow them to clean up the property. Originally they were given 15 days from May 2, 2019, so they are in violation of that order. It was decided that 15 days from today, which would be September 4, 2019, would be the deadline for them to properly dispose of all outdoor trash and tires, as well as produce the receipts from doing so.

Mr. Bell explained to them that by living in a township, this service could have been provided to them free of charge, simply because they reside in that township. He stated that if they would have delivered everything to the township, they would have hauled it away for free.

Amanda Neer claimed she will email the receipt for the garbage hauler when she pays for the service at the end of the month, along with the previous receipt, if they are able to track it down.

Mr. McGuire addressed the fact that it was brought to his attention that a large amount of the trash was doused in gasoline and lit. Then the fire department had to come and put it out. Amanda Neer admitted that they did try to burn the trash, but there was a burn ban on garbage. Mr. McGuire explained that they need to dispose of it properly and provide a receipt for doing so.

### Family Recovery

Action	Discussion	Vote Detail (Roll call)
Resolution 2019-013	Mrs. Balakos reported that our department has been approached by the Family Recovery Center to provide nursing services for their center on Fridays. Right now we do not have adequate nursing staff to provide this service. Mrs. Balakos explained that when speaking with Kim Mark, DON, that this may be possible with an LPN. With an RN, we wouldn't even be at a break -even point. At this point, until we hire other nurses, we do not have an LPN available. Mrs. Balakos asked permission from the Board to give her the authority to provide this service with an LPN if we have the staffing to do so starting in September.	1 <sup>st</sup> King
		2 <sup>nd</sup> Bell
		Petrola- yes
		Van Weelden- yes
		Bell- yes
		King- yes
		Macedonia- yes

### Consideration of additional contracted services with Toronto City

Action	Discussion	Vote Detail (Roll call)
Resolution 2019-014	Mrs. Balakos reported that Toronto would like us to provide additional services throughout the year, such as WIC and immunization clinics, as the need arises. Mrs. Balakos requested permission to provide these services.	1 <sup>st</sup> Petrola
		2 <sup>nd</sup> Van Weelden
		Petrola- yes
		Van Weelden- yes
		Bell- yes
		King- yes
Macedonia- yes		

## Ribbon Cutting Ceremony

Mrs. Balakos stated that the ribbon cutting ceremony will need to be rescheduled due to the fact that both she and Dr. Culp are attending a conference in Columbus during that week. It will possibly be rescheduled to either October or whenever the move is totally complete.

## State Farm Check Presentaton

A check from State Farm in the amount of \$1,000 was presented by Katie Rawson in support of our car seat safety program.

## Administrator's Report

Action	Discussion	Vote Detail
Resolution 2019-015	The Board was asked for approval for a newly created position for a Grants Coordinator. At this time, it was decided that this position would be part-time.	1 <sup>st</sup> Van Weelden
		2 <sup>nd</sup> King
		Petrola- yes
		Van Weelden- yes
		Bell- yes
		King- yes
		Macedonia- no

Action	Discussion	Vote Detail
Resolution 2019-016	The Board was presented with a one block Consent Agenda for approval. From that agenda, Dr. King asked that the Grants Coordinator being FT be removed and voted on as a separate item.	1 <sup>st</sup> Van Weelden
		2 <sup>nd</sup> King
		Petrola- yes
		Van Weelden- yes
		Bell- yes
		King- yes
		Macedonia- no

Dr. Macedonia asked for information on the salary schedule for the job postings and Mrs. Balakos identified a list of starting salaries that would be considered stating that actual offers would be made based on knowledge, skills, and abilities. Dr. Macedonia indicated he would not approve without the salaries added to the listing.

Mrs. Balakos informed the Board that the department will be adding additional hours beginning in September. We will now be open for services on the second Saturday from 8-11a.m., and the fourth Wednesday from 4-7 p.m. This will be a trial from September through December of 2019. Depending on how well it is received, we will reconsider this schedule of additional hours for 2020.

The Flu Shot outreach schedule is currently being developed.

Mrs. Balakos attended the Solid Waste Authority meetings in July and August. She stated that we are continuing to discuss amendments to our agreement to meet our evolving needs.

Mrs. Balakos stated that we are looking for additional funding sources and grant opportunities. We have been successful in securing the HIV grant, which will begin in September. As we work towards accreditation, we are looking for additional funding and additional programs. Dr. Culp has been working on protocols and we are moving forward with accreditation with all of our processes and procedures.

***Dr. Michalene King made a motion to enter into Executive Session regarding personnel matters, seconded by Dr. George Van Weelden.***

***Dr. George Van Weelden made a motion to return to Regular Session, seconded by Dr. Michalene King.***

***Dr. George Van Weelden made a motion to give Nicole Balakos the authority to reorganize the department and to hire new positions, based on budget, seconded by Dr. Michalene King.***

**Vote-**

<b>Petrola</b>	<b>Yes</b>
<b>Dr. George VanWeelden</b>	<b>Yes</b>
<b>Terry Bell</b>	<b>Yes</b>
<b>Dr. Michalene King</b>	<b>Yes</b>
<b>Dr. Patrick Macedonia</b>	<b>Yes</b>

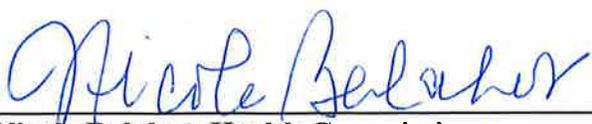
The next regular monthly meeting for the Board of Health will be Monday September 23, 2019 at 6:00 p.m.

***Dr. Michalene King motioned to adjourn, seconded by Terry Bell.***

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

**ATTESTED:**

  
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**Dr. Frank L. Petrola, Acting Board of Health President**

  
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**Nicole Balakos, Health Commissioner**