

## September 23, 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  
Michalene King, PhD, R.N.  
Patrick Macedonia, M.D.

### Staff

Nicole Balakos  
Dr. Jane Culp  
Marc Maragos, RS  
Stephanie Chester, RN  
Jack McGuire, RS  
Karen Grimm

### Absent

George VanWeelden, D.O.

### Prosecutor

none

### Guest

See sign in sheet

## CALL TO ORDER

Frank L. Petrola called the meeting to order.

## PUBLIC PARTICIPATION PERIOD

None

## APPROVAL OF BOARD MINUTES

The August 20, 2019 Regular Meeting Board Minutes were presented to the Board of Health for their approval.

*Dr. Michalene King motioned to approve the August 20, 2019 minutes, seconded by Terry Bell.*

### Vote-

<b>Dr. Frank L. Petrola</b>	<b>Yes</b>
<b>Dr. George VanWeelden</b>	<b>Absent</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 2019-017	The current month's expenses were presented to the Board of Health for approval.	1 <sup>st</sup> Bell
		2 <sup>nd</sup> King
		Petrola- yes
		Van Weelden- absent
		Bell- yes
		King- yes
		Macedonia- yes

**APPROVAL OF MONTHLY FINANCIAL STATEMENT**

Action	Discussion	Vote Detail (Roll Call)
Resolution 2019-018	The monthly financial statement was presented to the Board of Health for approval. There were no irregularities to report.	1 <sup>st</sup> Bell
		2 <sup>nd</sup> King
		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 54 reportable diseases for the month of August; 422 for the year so far. The HIV budget was completed. We were awarded an additional \$15,000. Two nurses were trained and certified to do the testing.

**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 806. We are 279 below our state assigned caseload. No counties in the state are meeting their assigned caseload right now. We currently have 39 infants and 38 mothers breastfeeding. We are continuing to provide dietary instructions. If appointments are still down in the upcoming months, we will possibly look at going back to walk-ins instead of appointments.

## 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, and 36 in August. As of this date in September, there have been 29 complaints so far.

We received a formal complaint of grey water. Nothing has been done with the nuisance complaint. We would like to add another step in the complaint process before they are brought before the board. This step would allow them to come before the Health Commissioner before the board hearing.

## PHEP REPORT

There was nothing to report.

## ACCREDITATION REPORT

Nicole Balakos reported that she attended an accreditation seminar in Columbus. So far, 33 Health Departments in Ohio have finished the process and are accredited. We are at the beginning stage of this process.

## OLD BUSINESS

### **Nuisance Complaint Hearing**

Action	Discussion	Vote Detail
Resolution 2019-019	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.  Jack McGuire re-inspected the property on August 9 and August 19. The property was still not completely cleaned up. The tenants did not answer the door nor the phone any of the times that Mr. McGuire was at the location. They did sign up for garbage service for the month of September from Kimble. Nicole Balakos recommended that this be turned over to the prosecutor.	1 <sup>st</sup> King
		2 <sup>nd</sup> Bell
		Petrola-yes
		Van Weelden- absent
		Bell-yes
		King-yes
		Macedonia- yes

## NEW BUSINESS

### Credit Card

Action	Discussion	Vote Detail (Roll Call)
Resolution 2019-020	The Board was asked for approval to apply for a department credit card. It was explained that fees need to be paid online to both Ohio Medicaid and Medicare for re-enrollment. The department's previous credit card was cancelled earlier in 2019 due to the previous cardholder's passing. Another card was never re-opened at that time.	1 <sup>st</sup> Petrola
		2 <sup>nd</sup> Bell
		Petrola- yes
		Van Weelden- absent
		Bell- yes
		King- yes
		Macedonia- yes

### Cost Methodology/2020 Fees

1<sup>st</sup> reading of fees was tabled until next meeting.

## Administrator's Report

Action	Discussion	Vote Detail
Resolution 2019-021	The Board was presented with a one block Consent Agenda for approval.	1 <sup>st</sup>
		2 <sup>nd</sup>
		Petrola- yes
		Van Weelden- absent
		Bell- yes
		King- yes
		Macedonia- yes

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

***Dr. Michalene King made a motion to return to Regular Session, seconded by Terry Bell.***

Action	Discussion	Vote Detail (Roll Call)
Resolution 2019-022	The Board was asked for approval to hire Vincetta Tsouris as PRN nurse at \$24 per hour.	1 <sup>st</sup> Macedonia
		2 <sup>nd</sup> King
		Petrola- yes
		Van Weelden- absent
		Bell- yes
		King- yes
		Macedonia- yes

Action	Discussion	Vote Detail (Roll Call)
Resolution 2019-023	Board approval was given to purchase a vehicle, as needed, through the state purchasing program.	1 <sup>st</sup> Bell
		2 <sup>nd</sup> King
		Petrola- yes
		Van Weelden- absent
		Bell- yes
		King- yes
		Macedonia- yes

Action	Discussion	Vote Detail (Roll Call)
Resolution 2019-024	Board authorization was given to Emanuela Agresta and Nicole Balakos to negotiate a dollar figure for the final dollar amount regarding the Denise Bowman case.	1 <sup>st</sup> King
		2 <sup>nd</sup> Macedonia
		Petrola- yes
		Van Weelden- absent
		Bell- yes
		King- yes
		Macedonia- yes

Action	Discussion	Vote Detail (Roll Call)
Resolution	Board approval was given to adopt a salary schedule.	1 <sup>st</sup> Macedonia

2019-025		2 <sup>nd</sup> King
		Petrola- yes
		Van Weelden- absent
		Bell- yes
		King- yes
		Macedonia- yes

Action	Discussion	Vote Detail (Roll Call)
Resolution 2019-026	The Board approved individual raises as of January 1, 2020 for the following: \$1 per hour for Sanatarians Carla Gampolo and Jack Mc Guire; \$1 per hour for PHEP Coordinator Sam Ivkovich; \$1 per hour for R.N. Beth Manual; \$1 per hour for Deputy Registrar Linda Agresta; \$2 per hour for Environmental Director Marc Maragos; \$.50 per hour for LPN Ann Quillen; \$.50 per hour for WIC Health Professionals.	1 <sup>st</sup> Macedonia
		2 <sup>nd</sup> King
		Petrola- yes
		Van Weelden- absent
		Bell- yes
		King- yes
		Macedonia- yes

The next regular monthly meeting for the Board of Health will be Tuesday October 15, 2019 at 8:15 a.m.

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

**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**