

May 23, 2017

The regular monthly meeting of the Board of Health was held on Tuesday, May 23, 2017 in the Board Room, 2nd Floor, Trumbull Towers Building, 500 Market Street, Steubenville, Ohio.

Present

Frank L. Petrola
Dale Featheringham
John Fabian

Staff

Frank J. Petrola
Annette Stewart

Absent

John Abdalla
Dr. George VanWeelden

Prosecutor

Emanuella Agresta, Atty.

Guest

See attached sign in sheet

CALL TO ORDER

Frank L. Petrola called the meeting to order.

APPROVAL OF BOARD MINUTES

Mrs. Stewart presented the Board of Health with the minutes from the April, 2017 regular Board Meeting for their approval.

Mr. John Fabian moved to approve the minutes of the April, 2017 Board Meeting as presented by Mrs. Stewart, seconded by Mr. Dale Featheringham.

Vote – Unanimous, YES

FISCAL REPORTS

April Fund Balance, Expenditures, Revenue, Purchase Orders, and Then and Nows

April Revenue, April Expenditures, April Purchase Orders, and Then and Now Statements for their approval.

Mr. Dale Featheringham moved to approve the April Expenditures totaling \$183,210.38, April Fund Balance of \$304,357.12, April Revenue totaling \$144,160.43, April Purchas Orders totaling \$45,948.57, and Then and Now Statements totaling \$75,211.85 as presented by Mrs. Stewart, seconded by Mr. John Fabian.

Vote – Unanimous, YES

OPEN ISSUES

Steubenville City Health Department Closing

Mrs. Stewart explained to the Board of Health that the Steubenville City Health Department will be officially closing on June 30, 2017. We are preparing to begin negotiations with them regarding taking over the Nursing Division and Vital Statistics. They requested we bring up a Full Time RN, Part Time RN, and a Part Time Clerk. These positions will be included in their budget.

We have also begun preparing a MOU to cover the PHEP Equipment, purchased for the City of Steubenville, for their conference room. Our Department will be using that as a second site to operate out of in case of an emergency.

NEW BUSINESS

Cribs For Kids Program

Ashley Wilson, RN, WIC Director explained to the Board of Health The Cribs For Kids Program is a National Safe Sleep Initiative founded in 1998. We would like to forge a partnership of the private, non-profit, consumer and government sectors working on the issue of infant safe sleep. This Initiative will capitalize on the broad array of knowledge and experience we all bring from the injury prevention, SIDS, child welfare and Maternal and Child Health arenas. Together we can create a simple yet powerful campaign that warns parents against dangers of bed sharing and other unsafe sleep environments. We will be soliciting donations and hoping to receive \$2,500.00. The Cribs For Kids Foundation will match our donations up to this amount. If we are successful, we will be

able to provide approximately 100 Safe Sleep Environments to parents in need in Jefferson County.

Baby Box Program

Ashley Wilson, RN, WIC Director explained to the Board of Health that our Department will be doing the Baby Box Program for expectant parents with no safe sleep environment. The Baby Boxes are free to our Department; we ordered 60 of them; they come with educational materials and necessary items for mom and baby. They are valued at \$160.00 and we will be distributing them to the parents in need who qualify. This program will help reduce the infant mortality rate in Ohio.

ENVIRONMENTAL

Activity Report

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

Mrs. Gampolo informed the Board of Health that they have received a total of 69 odor complaints for the month of April, and 53 so far this month.

Mrs. Gampolo noted that there are 2 Food Service Operations operating without a license: Gem City Pizza in Toronto, and Mr. Bills in Yorkville. Their license fees were due by February 1st.

Mr. Dale Featheringham made the motion to notify Gem City Pizza in Toronto, and Mr. Bills in Yorkville, that they have 7 days to become licensed establishments or they will be issued cease and desist orders from the Board of Health, seconded by Mr. John Fabian.

Vote – Unanimous, YES

NURSING DIVISION REPORT

2017 Program Planning

Mrs. Cindy Deavers, RN, reported to the Board of Health that she has received reports of 3 cases of Lyme Disease.

Pam Petrella from the Addition and Recovery Board has allotted them \$10,000.00 for Project DAWN Kits.

ADMINISTRATORS REPORT

Accreditation Process

Dr. Petrola informed the Board of Health that the Community Health Assessment is being done by Ohio State University. It is almost complete and we will then be ready to begin working on the Community Health Improvement Plan.

PERSONNEL

Jack McGuire

Mrs. Stewart informed the Board of Health That Mr. McGuire has passed his Registered Sanitarian Test with the State Department of Health. Mrs. Stewart requested permission to increase Mr. McGuire's salary from \$18.22 per hour to \$19.13 per hour, which is the incoming hourly rate for a Registered Sanitarian.

Mr. Dale Featheringham moved to grant Mrs. Stewart permission to increase Mr. Jack McGuire's hourly rate from \$18.22 per hour to \$19.13 per hour, which is the incoming hourly rate for a Registered Sanitarian effective June 1, 2017, seconded by Mr. John Fabian.

Vote – Unanimous, YES

Frank Klinger

Mrs. Stewart informed the Board of Health that Mr. Frank Klinger accepted the Sanitarian In Training Position with our Department on May 22, 2017 at \$17.00 per hour.

Andrea J. Nation

Mrs. Stewart informed the Board of Health that Ms. Andrea J. Nation has accepted the position of Part Time WIC Clerk on May 22, 2017 at \$10.00 per hour.

Mr. Vukelik

Mr. Vukelik appeared before the Board of Health regarding the inspections of nursing homes in Jefferson County. He feels there would be better, quality inspections of the nursing homes if the Local Health Departments were responsible for the inspections instead of the 1 time per year the State does them.

The Board of Health responded that they will look into what it takes and if the Jefferson County Health Department is permitted to do these inspections through the State of Ohio.

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

ATTESTED:



Frank L. Petrola, Board of Health President

Frank J. Petrola, Health Commissioner

Sign IN

5/23/2017

Brd mtg.

~~Dave Gossell~~

~~Harold - Ste~~

FRITZ TULEWICK

ME

Michael Vukelic

Jefferson County General Health District

Meeting Agenda

May 23, 2017

9:30 AM

Type of Meeting: Regular Monthly Meeting

- **Call to order**
- **Approval of April Minutes**
- **Fiscal Reports**
April Fund Balances
- **Open Business**
Steubenville City Health Department Closing
- **New Business**
Cribs For Kids Program
Baby Boxes
- **Environmental Division Report**
EPA/APEX
Activity Report
Solid Waste Program
- **Nursing Division Report**
Activity Report
- **Administrator's Report**
Accreditation/CHA
Solid Waste Board
- **Personnel**
Jack McGuire, RS
Frank Klinger, SIT
Andrea J Nation, WIC Clerk
- **Adjournment**

GENERAL HEALTH DISTRICT - COUNTY OF JEFFERSON
SUMMARY OF RECEIPTS, EXPENDITURES AND BALANCES APRIL 2017

FUND	PRIOR MONTHS CASH BALANCE	APRIL RECEIPTS	TRANSFER IN	ADVANCE-IN	APRIL EXP.	TRANSFER OUT	ADVANCE-OUT	FUND BALANCE
District Board of Health	\$207,672.08	\$839.94	\$0.00	\$0.00	\$11,705.98	\$0.00	\$0.00	\$196,806.04
Trailer Park	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Solid Waste	-\$15,150.60	\$0.00	\$0.00	\$0.00	\$6,876.41	\$0.00	\$0.00	-\$22,027.01
Vital Statistics	-\$720.88	\$5,275.50	\$0.00	\$0.00	\$10,805.76	\$0.00	\$0.00	-\$6,251.14
PHIEP - Federal	-\$76.31	\$24,480.56	\$0.00	\$0.00	\$11,917.07	\$0.00	\$0.00	\$12,487.18
Food	\$73,180.64	\$6,398.91	\$0.00	\$0.00	\$15,662.34	\$0.00	\$0.00	\$63,917.21
Environmental Health	\$13,599.04	\$1,959.71	\$0.00	\$0.00	\$4,680.60	\$0.00	\$0.00	\$10,878.15
Water System	-\$206.88	\$914.45	\$0.00	\$0.00	\$1,442.53	\$0.00	\$0.00	-\$734.96
CD&D	\$31,324.29	\$61,651.66	\$0.00	\$0.00	\$73,035.89	\$0.00	\$0.00	\$19,940.06
Nursing	-\$8,981.58	\$300.00	\$0.00	\$0.00	\$2,838.06	\$0.00	\$0.00	-\$11,519.64
WIC - Federal	\$1,838.02	\$35,349.76	\$0.00	\$0.00	\$35,227.72	\$0.00	\$0.00	\$1,960.06
Lead Funds	\$198.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$198.83
Swimming Pools	-\$203.03	\$2,981.94	\$0.00	\$0.00	\$440.52	\$0.00	\$0.00	\$2,338.39
Car Seats	\$293.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$293.60
Plumbing	-\$1,985.77	\$740.00	\$0.00	\$0.00	\$2,010.83	\$0.00	\$0.00	-\$3,256.60
Tuberculosis	-\$8,915.70	\$300.00	\$0.00	\$0.00	\$2,974.38	\$0.00	\$0.00	-\$11,590.08
BCMH Fund	-\$6,759.70	\$0.00	\$0.00	\$0.00	\$2,982.58	\$0.00	\$0.00	-\$9,742.28
Toronto	\$9,604.40	\$0.00	\$0.00	\$0.00	\$38.01	\$0.00	\$0.00	\$9,566.39
Parks and Camps	-\$205.89	\$2,968.00	\$0.00	\$0.00	\$568.53	\$0.00	\$0.00	\$2,193.58
Tattoo	\$492.42	\$0.00	\$0.00	\$0.00	\$3.17	\$0.00	\$0.00	\$489.25
Severance Fund	\$48,410.09	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$48,410.09
Totals	\$343,407.07	\$144,160.43	\$0.00	\$0.00	\$183,210.38	\$0.00	\$0.00	\$304,357.12

BOARD OF HEALTH BOARD REPORT
 FOR APRIL
 REPORT DATE: MAY 03, 2017

TOTAL FOR RIVISION BOARD GENERAL FUND	\$ 344.24 344.24
TOTAL FOR RIVISION FOOD SERVICE	\$ 3,473.68 3,473.68
TOTAL FOR RIVISION VITAL STATISTICS	\$ 3,879.00 3,879.00
TOTAL FOR RIVISION NURSING	\$ 300.00
TOTAL FOR RIVISION TATTOO	\$ 0.00
TOTAL FOR RIVISION CAR SEATS	\$ 0.00
TOTAL FOR RIVISION PARKS AND CAMPS	\$ 1,139.68 1,139.68
TOTAL FOR RIVISION PAT	\$ 0.00
TOTAL FOR RIVISION PLUMBING	\$ 0.00 0.00
TOTAL FOR RIVISION TUBURCULOSIS	\$ 0.00 0.00
TOTAL FOR RIVISION BCMH	\$ 0.00
TOTAL FOR RIVISION TORONTO	\$ 0.00
TOTAL FOR RIVISION TB	\$ 0.00
TOTAL FOR RIVISION TRAILER PARKS	\$ 0.00
TOTAL FOR RIVISION WATER FUND	\$ 516.45 516.45
TOTAL FOR RIVISION SWIMMING POOLS	\$ 1,987.96 1,987.96
TOTAL FOR RIVISION SEWAGE	\$ 586.71 586.71
TOTAL FOR RIVISION IAP	\$ 0.00
TOTAL FOR RIVISION PHEP	\$ 24,480.56
TOTAL FOR RIVISION HMG PART C	\$ 0.00
TOTAL FOR RIVISION HELP ME GROW	\$ 0.00
TOTAL FOR RIVISION SOLID WASTE	\$ 0.00
TOTAL FOR RIVISION LANDFILLS	\$ 18,434.14 18,434.14
TOTAL FOR RIVISION WIC	\$ <u>35,349.76</u>
GRAND TOTAL FOR APRIL	\$ 90,492.18

Corrections 53,628.25
144,120.43

BOARD OF HEALTH BOARD REPORT
FOR APRIL
REPORT DATE: MAY 03, 2017

(POSTED)

TOTAL FOR DIVISION BOARD OF HEALTH	\$	11,705.98
TOTAL FOR DIVISION MOSQUITO FUND	\$	0.00
TOTAL FOR DIVISION FOOD SERVICE	\$	15,662.34
TOTAL FOR DIVISION VITAL STATISTICS	\$	10,805.76
TOTAL FOR DIVISION SUPPLIES	\$	2,838.06
TOTAL FOR DIVISION TATTOO	\$	3.17
TOTAL FOR DIVISION CAR SEATS	\$	0.00
TOTAL FOR DIVISION PARKS AND CAMPS	\$	568.53
TOTAL FOR DIVISION PAT	\$	0.00
TOTAL FOR DIVISION PLUMBING	\$	2,010.83
TOTAL FOR DIVISION TB	\$	2,974.38
TOTAL FOR DIVISION BCMC	\$	2,982.58
TOTAL FOR DIVISION TORONTO	\$	38.01
TOTAL FOR DIVISION TB	\$	2,930.74
TOTAL FOR DIVISION TRAILER PARKS	\$	0.00
TOTAL FOR DIVISION MARINAS	\$	0.00
TOTAL FOR DIVISION WATER WELLS	\$	1,442.53
TOTAL FOR DIVISION SWIMMING POOLS	\$	440.52
TOTAL FOR DIVISION ENVIRONMENTAL	\$	4,680.60
TOTAL FOR DIVISION IAP	\$	0.00
TOTAL FOR DIVISION RABIES	\$	0.00
TOTAL FOR DIVISION INFRASTRUCTURE	\$	11,917.07
TOTAL FOR DIVISION CFHS	\$	0.00
TOTAL FOR DIVISION HELP ME GROW PART C	\$	0.00

BOARD OF HEALTH BOARD REPORT
FOR APRIL

REPORT DATE: MAY 03, 2017 TOTAL FOR DIVISION HELP ME GROW

TOTAL FOR DIVISION HELP ME GROW TANF	\$	0.00
TOTAL FOR DIVISION SOLID WASTE	\$	6,876.41
TOTAL FOR DIVISION CD&D	\$	0.00
TOTAL FOR DIVISION LANDFILL	\$	73,035.89
TOTAL FOR DIVISION TOBACCO	\$	0.00
TOTAL FOR DIVISION PERSONNEL	\$	0.00
TOTAL FOR DIVISION SUBSIDIES	\$	0.00
TOTAL FOR DIVISION WIC	\$	35,227.72
TOTAL FOR DIVISION PURCHASED PERS. SERV.	\$	0.00
TOTAL FOR DIVISION MAINTENANCE	\$	0.00
TOTAL FOR DIVISION CIN MED	\$	0.00
TOTAL FOR DIVISION EQUIPMENT	\$	0.00
TOTAL FOR DIVISION SUBSIDIES	\$	0.00
TOTAL FOR DIVISION MISC.	\$	0.00
TOTAL FOR DIVISION MISC.	\$	0.00
GRAND TOTAL FOR APRIL	\$	186,141.12

TR - 2930.74
183,210.38

