

August 15, 2017

The regular monthly meeting of the Board of Health was held on Tuesday, August 15, 2017 in the Board Room, 2nd Floor, Trumbull Towers Building, 500 Market Street, Steubenville, Ohio.

Present

Frank L. Petrola
Dr. George VanWeelden
John Fabian
John Parker
Dale Featheringham

Staff

Frank J. Petrola
Annette Stewart

Absent

Prosecutor

Absent

Guest

See attached sign in sheet

CALL TO ORDER

Frank L. Petrola called the meeting to order.

Dr. Frank L. Petrola introduced Mr. John Parker, newest Board Member who will fill the position left vacated by Mr. John Abdalla.

APPROVAL OF BOARD MINUTES

Mrs. Stewart presented the Board of Health with the July 2017 Board Minutes for their approval.

Mr. John Fabian made a motion to approve the July 2017 Board Minutes as presented by Mrs. Stewart, seconded by Mr. Dale Featheringham.

Vote – Unanimous, YES

FISCAL REPORTS

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

Mrs. Stewart presented the Board of Health with, July Fund Balances, July Revenue totaling \$93,054.37, July Expenditures totaling \$164,915.59, July Purchase Orders totaling \$5,601.99, and Then and Now Statements totaling \$1,164.73 for their approval.

Mr. John Fabian moved to approve the July Fund Balances, July Revenue totaling \$93,054.37, July Expenditures totaling \$164,915.59, July Purchase Orders totaling \$5,601.99, and Then and Now Statements totaling \$1,164.73 as presented by Mrs. Stewart, seconded by Mr. Dale Featheringham.

Vote – Unanimous, YES

OPEN ISSUES

Nursing Home Inspections

Ms. Donna Olsen appeared before the Board of Health to express her concerns she has regarding the local nursing homes and the care her mother received. She had a terrible experience with what she considers the best nursing home in this area. The medical care, personal care, and environment of our local nursing homes need much improvement and are desperately understaffed.

Mr. Michael Vukelic addressed the Board of Health regarding concerns he has regarding local nursing homes in our area.

Dr. Frank L. Petrola informed Ms. Olsen and Mr. Vukelic that our Department has been in contact with the Ohio Department of Health regarding this issue. We are currently awaiting their response.

NEW BUSINESS

Board Room Dedication

Dr. Frank L. Petrola presented Mrs. Ann Misselwitz and her son Eric Misselwitz with a beautiful clock in honor of Mr. Misselwitz' s years of leadership of the Jefferson County Health Department.

Also, a plack was presented and the Jefferson County Board of Health Board Room has been renamed, in honor of Bruce C. Misselwitz, The Bruce C. Misselwitz Memorial Board Room.

Fair Attendance

Since we have a newly hired Health Educator, we will have a booth available at the fair this year. All of the services and departments information will be available at the fair.

ENVIRONMENTAL

Activity Report

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

Swimming Pool Survey – Conducted by the Ohio Department of Health on August 3, 2017. Mr. Maragos explained to the Board of Health that his Department passed this survey with not problems.

Mr. Maragos noted that they will be heading out to the Jefferson County Fair this afternoon to inspect all vendors and camps.

Food Service Survey – August 21, 2017 through August 31, 2017. We are currently preparing for Ohio Department of Health to come in and conduct this survey.

Odor complaints for the Apex Landfill were 113 for the month of July, so far for the month of August we have a total of 27.

Mr. Maragos noted that he has been in contact with the EPA regarding attending a Board Meeting. Marc stated that the EPA wants to know what topics the Board of Health wants to discuss so that they send the right department.

After a brief discussion, Mr. Featheringham confirmed it would be operational and air quality.

NURSING DIVISION REPORT

Nursing Division not present

WIC DIVISION REPORT

Mrs. Wilson informed the Board of Health that the WIC Caseload is steadily declining and seems to be the trend state wide. The 2018 funding will be cut by 2%. Our Department will be permitted to purchase only WIC essential items.

Our Department has begun a campaign for our services to the public. We have put up billboards and infomercials to provide the public with education in order to build up our caseload.

ADMINISTRATORS REPORT

Accreditation Process

Dr. Petrola informed the Board of Health that the Community Health Assessment is being done by Ohio State University. They will be meeting with us on August 31, 2017 to help us identify our top 3 or 4 priorities from the Community Health Assessment which will then lead us straight into our Community Health Improvement Plan.

Completion of the Public Comment for the Community Health Assessment – Mrs. Stewart explained to the Board of Health that she publicized the results from the Community Health Assessment on the Department's Web Page, mailed a copy to all stakeholders and community leaders. She noted that we will hopefully be doing a news story with our local news and a publication of the summary of findings in the local newspapers in September.

2 Agencies attended the Public Comment held on August 7, 2017. Through the Public Comment Meeting, and emails, everyone approved the findings of the Community Health Assessment. We now have a Prioritization Meeting, with stakeholders and community leaders scheduled for August 31, 2017. We will determine our top 3 priorities we want to work on in our community.

Dr. George VanWeelden moved to approve and accept the Community Health Assessment as presented, seconded by Mr. John Fabian.

Vote – Unanimous, YES

Letter Head and Department Logo – Mrs. Stewart presented the Board of Health with the Departments new Letterhead and Logo for their approval. Copy attached hereto and made a permanent part of this record.

Dr. George VanWeelden made a motion to accept the new Letterhead and Logo as presented by Mrs. Stewart, seconded by Mr. Dale Featheringham.

Vote – Unanimous, YES

Mission Vision and Values Statement – Mrs. Wilson explained the Mission, Vision, and Values Statement to the Board of Health. This Statement is part of our Strategic Plan and a requirement we must have for accreditation.

Mission Statement

Working to prevent disease, promote health and protect our community.

Vision Statement

Jefferson County citizens enjoy continually improving health and quality of life; healthy, happy, productive workforce which provides quality health services.

Values

- **Excellence:** We are committed to developing a Public Health staff that exceeds core competencies. We provide meaningful services that focus on continuous quality improvement. We provide access to education and resources that empower healthy lifestyles and decisions.
- **Collaboration:** We seek to sustain and enhance the reach and impact of our efforts through the respectful engagement with community partners via local, regional and state to maximize and sustain Public Health services in our community.
- **Respect:** We show courtesy and understanding for all with whom we interact. We strive to do the right thing to achieve the best public health outcomes.
- **Teamwork:** There is no “I” in team. We communicate openly and welcome honest feedback.
- **Accountability:** We are effective and efficient managers of the public trust and public funds, and hold ourselves and others to appropriate high standard. We operate with open communication, transparency, timeliness, and continuous quality improvement.

Mr. John Fabian made a motion to accept the Mission Vision and Values Statement as presented by Mrs. Wilson, seconded by Dr. George VanWeelden.

Vote – Unanimous, YES

Solid Waste Board – Dr. Petrola informed the Board of Health of the Solid Waste Meeting on August 14, 2017. He was in attendance and there was nothing new to report on from that Board.

PERSONNEL

Nothing

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 Sheet 8/15/17
August Board Meeting

- 1) Michael Vukobri
- 2) Fritz Tulencik
- 3) Donna Olson

Jefferson County General Health District

Meeting Agenda

August 15, ~~2016~~ 2017
9:30 AM

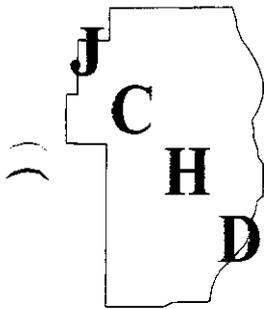
Type of Meeting: Regular Monthly Meeting

- Call to order
- Approval of July Minutes
- Fiscal Reports
 - July Fund Balances
 - Purchase Orders
 - Invoices
 - July Revenue and Expenditures
- Open Business
 - Nursing Home Inspections – Mike Vukelic and Donna Olsen
 - Completion of the Public Comment for the Community Health Assessment
- New Business
 - Board Room Dedication
 - Fair Attendance
- Environmental Division Report
 - Swimming Pool Survey ODH – August 3, 2017
 - Food Service Survey ODH – August 24, - 31
 - Activity Report
 - Solid Waste Program
- Nursing Division Report
 - Activity Report
- Administrator's Report
 - Accreditation
 - Solid Waste Board

➤ **Personnel**

- **Accreditation Coordinator/Programs Director**

➤ **Adjournment**



Public Health
Prevent. Promote. Protect.

Jefferson County General Health District

500 Market Street • Steubenville, Ohio 43952

Dr. Frank J. Petrola
Health Commissioner

Bruce C. Misselwitz
Administrator

Phone (740) 283-8530

Fax (740) 283-8536

Website: www.jchealth.com

August 8, 2017

Mrs. Anne Misselwitz
353 Skyview Drive
Wintersville, OH 43953

Dear Mrs. Misselwitz;

The Jefferson County Board of Health is requesting the honor of your presence at the Regular Board of Health Meeting on Tuesday, August 15, 2017 at 9:30 am.

The Board will be dedicating the Board Room in honor of Bruce and would like to present you with a special gift for our appreciation of Bruce and all the years he served our Department.

We look forward to seeing you there!

Sincerely,

Annette Stewart
Asst. Adm/Fiscal Officer

Mission Statement

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Vision Statement

Jefferson County citizens enjoy continually improving health and quality of life; healthy, happy, productive workforce which provides quality health services.

Values

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

FUND	PRIOR MONTHS CASH BALANCE	JULY RECEIPTS	TRANSFER IN	ADVANCE-IN	JULY EXP.	TRANSFER OUT	ADVANCE- OUT	FUND BALANCE
District Board of Health	\$ 180,691.28	\$ 901.00	\$ -	\$ -	\$ 7,452.43	\$ -	\$ -	\$ 174,139.85
Food Service	\$ 47,531.05	\$ 1,066.60	\$ -	\$ -	\$ 10,640.96	\$ -	\$ -	\$ 37,956.69
Vital Statistics	\$ 13,626.10	\$ 14,173.50	\$ -	\$ -	\$ 17,325.92	\$ -	\$ -	\$ 10,473.68
Nursing	\$ (19,575.21)	\$ 1,352.71	\$ -	\$ -	\$ 4,029.86	\$ -	\$ -	\$ (22,252.36)
Tattoo	\$ 489.25	\$ -	\$ -	\$ -	\$ 164.97	\$ -	\$ -	\$ 324.28
Car Seats	\$ 1,223.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,223.60
Parks/Camps	\$ 3,744.16	\$ -	\$ -	\$ -	\$ 287.58	\$ -	\$ -	\$ 3,456.58
Plumbing	\$ (6,343.35)	\$ 618.00	\$ -	\$ -	\$ 2,335.11	\$ -	\$ -	\$ (8,060.46)
TB	\$ (15,943.78)	\$ 180.00	\$ -	\$ -	\$ 2,992.26	\$ -	\$ -	\$ (18,756.04)
BCMH	\$ (12,371.78)	\$ -	\$ -	\$ -	\$ 2,807.11	\$ -	\$ -	\$ (15,178.89)
Toronto	\$ 8,804.77	\$ -	\$ -	\$ -	\$ 698.66	\$ -	\$ -	\$ 8,106.11
Water	\$ 530.45	\$ 1,719.56	\$ -	\$ -	\$ 1,221.14	\$ -	\$ -	\$ 1,028.87
Swimming Pools	\$ 4,527.89	\$ 339.66	\$ -	\$ -	\$ 1,461.83	\$ -	\$ -	\$ 3,405.72
Sewage	\$ 24,370.71	\$ 2,025.00	\$ -	\$ -	\$ 3,801.45	\$ -	\$ -	\$ 22,594.26
PHEP	\$ 13,767.02	\$ 19,066.21	\$ -	\$ -	\$ 25,645.42	\$ -	\$ -	\$ 7,187.81
Solid Waste	\$ (51,512.43)	\$ -	\$ -	\$ -	\$ 6,790.55	\$ -	\$ -	\$ (58,302.98)
Landfills	\$ 10,989.03	\$ 51,612.13	\$ -	\$ -	\$ 47,893.12	\$ -	\$ -	\$ 14,708.04
WIC	\$ (6,165.32)	\$ -	\$ -	\$ -	\$ 29,367.22	\$ -	\$ -	\$ (35,532.54)
Lead	\$ 198.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 198.83
Severence Fund	\$ 37,809.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,809.12
Totals	\$ 236,391.39	\$ 93,054.37	\$ -	\$ -	\$ 164,915.59	\$ -	\$ -	\$ 164,530.17

Submitted for Approval:

[Signature]

[Signature]

[Signature]

[Signature]

June 30, 2017

Jefferson County Board of Health
500 Market Street
7th Floor
Steubenville, OH 43952

Dear Jefferson County Board of Health;

It is with much regret that I must resign my position as Board Member for the Jefferson County Board of Health effective July 1, 2017.

It has been a pleasure to serve as a Board Member to the Board of Health for the past many years and a privilege to serve the citizens of Jefferson County.

Sincerely,

A handwritten signature in black ink that reads "John Abdalla". The signature is written in a cursive style with a large initial "J" and "A".

John Abdalla

BOARD OF HEALTH BOARD REPORT
 FOR JULY
 REPORT DATE: AUGUST 09, 2017

Signature
[Handwritten Signature]
E. Dale Smith
[Handwritten Signature]
J. F. Fahn
[Handwritten Signature]
K. L. [Handwritten Signature]

TOTAL FOR RIVISION BOARD GENERAL FUND	\$	901.00
TOTAL FOR RIVISION FOOD SERVICE	\$	1,066.60
TOTAL FOR RIVISION VITAL STATISTICS	\$	14,173.50
TOTAL FOR RIVISION NURSING	\$	1,352.71
TOTAL FOR RIVISION TATTOO	\$	0.00
TOTAL FOR RIVISION CAR SEATS	\$	0.00
TOTAL FOR RIVISION PARKS AND CAMPS	\$	0.00
TOTAL FOR RIVISION PAT	\$	0.00
TOTAL FOR RIVISION PLUMBING	\$	618.00
TOTAL FOR RIVISION TUBURCULOSIS	\$	180.00
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	\$	1,719.56
TOTAL FOR RIVISION SWIMMING POOLS	\$	339.66
TOTAL FOR RIVISION SEWAGE	\$	2,025.00
TOTAL FOR RIVISION IAP	\$	0.00
TOTAL FOR RIVISION PHEP	\$	19,066.21
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	\$	51,612.13
TOTAL FOR RIVISION WIC	\$	<u>0.00</u>
GRAND TOTAL FOR JULY	\$	93,054.37

BOARD OF HEALTH BOARD REPORT
FOR JULY

REPORT DATE: AUGUST 09, 2017 TOTAL FOR DIVISION HELP ME G

TOTAL FOR DIVISION HELP ME GROW TANF	\$	0.00
TOTAL FOR DIVISION SOLID WASTE	\$	6,790.55
TOTAL FOR DIVISION CD&D	\$	0.00
TOTAL FOR DIVISION LANDFILL	\$	47,893.12
TOTAL FOR DIVISION TOBACCO	\$	0.00
TOTAL FOR DIVISION PERSONNEL	\$	0.00
TOTAL FOR DIVISION SUBSIDIES	\$	0.00
TOTAL FOR DIVISION WIC	\$	29,367.22
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 JULY	\$	172,865.77

TB

7 950 18
164,915.59

Signature

[Handwritten Signature]

E. Dale Furthengh

[Handwritten Signature]

J.R. Fahn

[Handwritten Signature]

[Handwritten Signature]

BOARD OF HEALTH BOARD REPORT
FOR JULY
REPORT DATE: AUGUST 09, 2017

(POSTED)

TOTAL FOR DIVISION BOARD OF HEALTH	\$	7,452.43
TOTAL FOR DIVISION MOSQUITO FUND	\$	0.00
TOTAL FOR DIVISION FOOD SERVICE	\$	10,640.96
TOTAL FOR DIVISION VITAL STATISTICS	\$	17,325.92
TOTAL FOR DIVISION SUPPLIES	\$	4,029.86
TOTAL FOR DIVISION TATTOO	\$	164.97
TOTAL FOR DIVISION CAR SEATS	\$	0.00
TOTAL FOR DIVISION PARKS AND CAMPS	\$	287.58
TOTAL FOR DIVISION PAT	\$	0.00
TOTAL FOR DIVISION PLUMBING	\$	2,335.11
TOTAL FOR DIVISION TB	\$	2,992.26
TOTAL FOR DIVISION BCMC	\$	2,807.11
TOTAL FOR DIVISION TORONTO	\$	698.66
TOTAL FOR DIVISION TB	\$	7,950.18
TOTAL FOR DIVISION TRAILER PARKS	\$	0.00
TOTAL FOR DIVISION MARINAS	\$	0.00
TOTAL FOR DIVISION WATER WELLS	\$	1,221.14
TOTAL FOR DIVISION SWIMMING POOLS	\$	1,461.83
TOTAL FOR DIVISION ENVIRONMENTAL	\$	3,801.45
TOTAL FOR DIVISION IAP	\$	0.00
TOTAL FOR DIVISION RABIES	\$	0.00
TOTAL FOR DIVISION INFRASTRUCTURE	\$	25,645.42
TOTAL FOR DIVISION CFHS	\$	0.00
TOTAL FOR DIVISION HELP ME GROW PART C	\$	0.00

7th of September 2017

Assistant Ohio Attorney General
Ms. Cheryl Hawkinson

Provide copy to Mr. Lloyd Early and all that you deem proper;

Sam McCoy was updated on faxes letters sent the 5th & 6th of September and will be updated on this as well 5th and 6th Sept. Was provided to Jefferson County Board of Health;

Will catch up with providing to Steubenville Police McCafferty & Jefferson County Board of Health Law Director Ms. Agresta;

My Morning Prayer, before taking my Heart Medication pills when I wake up;

Lord thank you for this day and another day of hope I will find out all that did occur to my Deceased Aunt Mary Campbell in a State of Ohio Department of Health regulated facility, Nursing Home, involving One Brian Colleran Nursing Home Operation & Company now known as North East Surgical Associates.

I DONOT FEAR Death; or the Hear After;

I fear not knowing and having to live with not knowing what all did happen to Mary Campbell while she was alive in what I thought was a State of Ohio Department of HEALTH Regulated Facility;

WILL COPY JEFFERSON COUNTY BOARD OF HEALTH, AS WELL AS STEUBENVILLE OHIO POLICE CHIEF WILLIAM McCAFFERTY FOR FILE CC.CC.CC.CC.CC.CC.

SIGNATURE Michael Vukelic DATE 7 Sept 2017

NOTARY SIGNATURE Donna Straney DATE 9-7-17



Donna Straney
Notary Public, State of Ohio
My Commission Expires 12-4-18

Jefferson County General Health District

500 Market Street • Steubenville, Ohio 43952

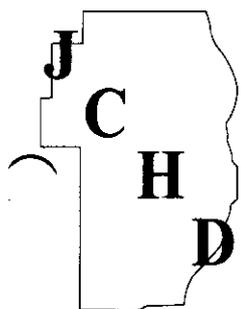
Dr. Frank J. Petrola
Health Commissioner

Phone (740) 283-8530

Fax (740) 283-8536

Bruce C. Misselwitz
Administrator

Website: www.jchealth.com



Public Health
Prevent. Promote. Protect.

August 7, 2017

Dear Mr. Vukelic;

This letter is to confirm that you have been put on the Agenda for the Jefferson County Board of Health's Regular Board Meeting on, Tuesday, August 15, 2017 at 9:30 am.

If you have any questions or concerns, please feel free to call me at 740-283-8530.

Sincerely,

Annette Stewart
Asst. Administrator

ENVIRONMENTAL DIVISION MONTHLY REPORT

2017

	Year to Date
--	---------------------

Sewage Treatment												
Household Sewage Permits	2	3	6	7	6	5	0					29
Operating Permits	0	1	2	0	0	7	0					10
Sewage Disposal - New	23	52	54	30	41	32	21					253
Sewage Disposal - Existing	30	16	21	6	16	48	54					191
Sewage Disposal - Alteration	0	2	0	0	0	0	0					2
Septage Hauler	3	0	1	0	0	0	0					4
Semi-Public	3	0	3	0	5	6	0					17
Sewage Nuisances	6	0	4	4	30	5	4					53
Loan Evaluations	8	6	6	4	5	10	14					53

Private Water												
Household Water Permits	0	3	0	1	1	1	2					8
Private Water - New	3	0	6	5	2	3	1					20
Private Water - Existing	31	5	11	7	25	18	12					109
Total Water Samples Taken	7	1	4	4	12	7	5					40

Food/Retail Program												
Food Service	318	371	356	117	222	328	267					1979
CCP/Process Review	31	22	19	4	17	7	10					110
Temp. FSO	0	0	0	0	0	3	3					6
Mobile FSO	1	0	36	14	13	12	5					81
Vending Location	0	0	0	0	0	0	0					0

Plumbing												
Plumbing Residential	3	1	5	5	8	9	2					33
Plumbing Commercial	0	0	0	0	0	0	0					0

Miscellaneous												
Animal Nuisances	21	15	14	16	33	25	30					154
Schools	0	5	0	1	0	0	0					6
Dilapidated Structures	7	2	8	2	9	9	0					37
Park/Camps	0	0	10	0	17	10	9					46
Swimming Pools	0	2	3	3	18	13	0					39
Tattoos	0	0	1	0	0	18	0					19
Vector Control	0	0	0	1	0	3	0					4
Administration	18	22	18	30	15	26	21					150
Supervisory Time	7	6	1	3	2	4	1					24
PHER	54	24	61	42	33	60	47					321

OVER

ENVIRONMENTAL DIVISION MONTHLY REPORT

2017

Solid Waste														
Solid Waste Facility	20	25	60	53	86	57	53							354
Open Dumping	6	3	0	6	0	0	2							17
Garbage Nuisance	2	3	4	23	11	12	0							55
Solid Waste Hauler	0	0	1	0	0	0	0							1
CD&D Facility	0	6	4	7	0	4	2							23
Residual Landfill	0	1	6	1	3	0	2							13
Composting Facility	0	0	0	0	0	0	0							0
Scrap Tire Generator	0	0	0	1	0	0	0							1
Infectious Waste Gen.	1	2	3	2	0	0	0							8