

September 19, 2017

The regular monthly meeting of the Board of Health was held on Tuesday, September 19, 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 August 2017 Board Minutes for their approval.

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

Vote – Unanimous, YES

FISCAL REPORTS

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

Mrs. Stewart presented the Board of Health with, August Fund Balances, August Revenue totaling \$291,368.43, August Expenditures totaling \$192,201.32, August Purchase Orders totaling \$87,515.05, and Then and Now Statements totaling \$89,523.19 for their approval.

Mr. John Fabian moved to approve the August Fund Balances, August Revenue totaling \$291,368.43, August Expenditures totaling \$192,201.32, August Purchase Orders totaling \$87,515.05, and Then and Now Statements totaling \$89,523.19 as presented by Mrs. Stewart, seconded by Mr. John Parker.

Vote – Unanimous, YES

OPEN ISSUES

Nursing Home Inspections

Mrs. Stewart informed the Board of Health that Dr. Frank J. Petrola sent a letter to the State of Ohio expressing our concern regarding the nursing home inspections.

Dr. Frank J. Petrola told the Board of Health that he spoke with Wally Burden, at ODH, he informed Dr. Petrola that we can only inspect the nursing homes if we have criteria above and beyond what the state requires.

Mrs. Stewart explained to the Board of Health that there is a pot of money available for our Department to get access to this money in order to do training programs within the nursing homes.

NEW BUSINESS

2018 Hospitalization Plan

Mrs. Stewart explained to the Board of Health that we have completed the 3 year health insurance contract with Ohio Public Entity Consortium – Healthcare Cooperative, and will begin seeking bids for a new hospitalization plan to become effective January 1, 2018.

Stagger Lunch Hours

Mrs. Stewart requested the staff stagger their lunch hours beginning October 1, 2017 and have the Departments remain open during lunch hour. There has been an increase in people requesting our services during this time.

Mr. John Parker moved to stagger lunch hours for the staff beginning October 1, 2017 and have the Departments remain open during lunch hour, seconded by Mr. Dale Featheringham.

Vote – Unanimous, YES

STD Grant

Mrs. Stewart informed the Board of Health that our Department will be receiving a STD Grant. This Grant is being transferred to our Department from the Jefferson County Juvenile Division, through Kim Mark, RN. She will begin employment with our Department on September 25, 2017 as the Accreditation Coordinator and RN. The Grant is worth \$30,000.00, it began July 1, 2017 and runs through June 30, 2018.

Tobacco Grant

Our Department signed a Letter of Support for Carroll County Health Department to run the Tobacco Grant. Carroll County stated they will run the program throughout the County and we will receive approximately \$12,000.00 in funding for completing paper work.

ENVIRONMENTAL

Activity Report

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

APEX - Mr. Maragos informed the Board that for the month of August we had a total of 64 complaints.

EPA – Mr. Maragos presented an email he received from the Ohio EPA regarding appearing before the Board of Health to answer questions the Board had regarding APEX. Joe Goicochea, Environmental Manager, OEPA, stated that the OEPA will not be able to attend the September 19th Board Meeting, but are available to answer Board Member questions related to Apex Landfill via conference call, or the Board may submit their questions in writing.

Food Embargo Resolution 2017-01 – Mr. Maragos presented the Board of Health with the Food Embargo Resolution 2017-1. After completing a survey with ODH we found that the Food Embargo Resolution needed to be updated and only include positions no names.

Mr. John Parker moved to adopt the updated Food Embargo Resolution 2017-01 as presented by Mr. Maragos, seconded by Mr. John Fabian.

Vote – Unanimous, YES

NURSING DIVISION REPORT

Mrs. Deavers stated that Lyme disease cases are on the decline. In August there were 29 cases and only 3 were reported in September. There is one positive TB Patient. Finishing up with school clinics and will be preparing for flu clinics.

HEALTH EDUCATOR REPORT

Mrs. Stewart explained to the Board of Health that the Health Educator was not present for the meeting. She was however able to put something together quickly and represent our Department at the Jefferson County Fair. She was able to put a team together of Health Department Employees to represent our Department at the AIM 5k Walk. She is collaborating well with other agencies.

WIC DIVISION REPORT

Mrs. Wilson presented the Board of Health with a WIC Activity Report and stated that she will provide them with this report on a monthly basis. She noted that her case load went up for the month of June, and explained that State WIC is behind 3 months on reporting. Mrs. Wilson stated that she expects her caseload to increase for the months of July and August.

ADMINISTRATORS REPORT

Accreditation Process

Dr. Petrola informed the Board of Health that he will be attending a meeting at the Health Commissioners Conference on Accreditation and hopefully gathering a lot of information from that.

Dr. Petrola informed the Board of Health that he has been attending the Solid Waste Meetings on a monthly basis, with nothing new to report from that Board.

PERSONNEL

Accreditation Coordinator – Mrs. Stewart informed the Board of Health that Kim Mark, BSN has accepted the position of Accreditation Coordinator/Programs Director. She will begin employment on September 25, 2017.

Mrs. Stewart requested the Board of Health go into Executive Session pursuant to ORD 121.22(G)(1) Personnel Exception to consider the compensation of a public employee.

Mr. John Parker made a motion to go into Executive Session to consider the compensation of a public employee, seconded by Mr. John Fabian.

Vote – Unanimous, YES

Mr. Dale Featheringham made a motion to come out of Executive Session, seconded by Mr. John Parker.

Vote – Unanimous, YES

Upon leaving Executive Session Mr. John Parker moved to increase wages for Sheryl Suppa from \$15.84 per hour to \$18.89 per hour; Linda Agresta from \$13.93 per hour to \$16.42 per hour; and Ashley Wilson from \$24.72 per hour to \$26.56 per hour for performing more complex and responsible work than what was required before, they will all three be moved to new pay schedules, seconded by Mr. Dale Featheringham.

Vote – Unanimous, YES

Plumbing Contract

Mrs. Stewart requested the Board of Health approve the revised Plumbing Contract with the City of Steubenville, the remittance has been changed to the City of Steubenville, instead of the Steubenville City Health Department.

Dr. George VanWeelden moved to approve the revised Plumbing Contract with the City of Steubenville, seconded by Mr. John Parker.

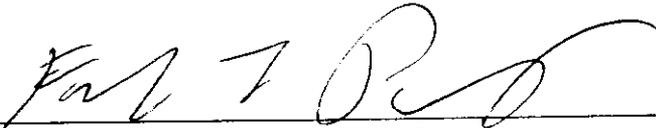
Vote – Unanimous, YES

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:

9/19/2017

~~Dave Bassett~~
Toby Vandenberg
Jackie Dunsen

Keald & Co

David Singer

News 9

740.381.2502

dmsinger@sbgstv.com

Mark

6/11

Mark

Jefferson County General Health District

Meeting Agenda

September 19, 2017

9:30 AM

Type of Meeting: Regular Monthly Meeting

- Call to order
 - Approval of August Minutes
 - Fiscal Reports
 - August Fund Balances
 - Purchase Orders
 - Invoices
 - Open Business
 - Nursing Home Inspections
 - New Business
 - 2018 Hospitalization Plan
 - Stagger lunch hours
 - STD Grant
 - Tobacco Grant
 - Environmental Division Report
 - Activity Report
 - Solid Waste Program
 - ~~Plumbing Contract~~
 - EPA
 - Food Embargo Resolution 2017-01
 - Nursing Division Report
 - Activity Report
 - Health Educator Report
Activity Report
 - Administrator's Report
 - Accreditation
 - Solid Waste Board
 - AOHC Conference 09/25/2017 – 09/27/2017
-

Personnel

**Kim Mark, BSN, Accreditation Coordinator/Programs
Director**

Salary Adjustments

➤ **Adjournment**

BOARD OF HEALTH BOARD REPORT
FOR AUGUST
REPORT DATE: SEPTEMBER 06, 2017

Signature:
E. Dale Frith
J. Muller
J. Pal
J.R. Fida
F.L. Puts

TOTAL FOR RIVISION BOARD GENERAL FUND	\$	105,762.02
TOTAL FOR RIVISION FOOD SERVICE	\$	272.10
TOTAL FOR RIVISION VITAL STATISTICS	\$	17,172.50
TOTAL FOR RIVISION NURSING	\$	4,908.49
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	\$	613.00
TOTAL FOR RIVISION TUBURCULOSIS	\$	635.94
TOTAL FOR RIVISION BCMH	\$	2,320.00
TOTAL FOR RIVISION TORONTO	\$	0.00
TOTAL FOR RIVISION TB	\$	0.00
TOTAL FOR RIVISION TRAILER PARKS	\$	0.00
TOTAL FOR RIVISION WATER FUND	\$	2,404.34
TOTAL FOR RIVISION SWIMMING POOLS	\$	50.00
TOTAL FOR RIVISION SEWAGE	\$	3,630.26
TOTAL FOR RIVISION IAP	\$	0.00
TOTAL FOR RIVISION PHEP	\$	0.00
TOTAL FOR RIVISION HMG PART C	\$	0.00
TOTAL FOR RIVISION HELP ME GROW	\$	0.00
TOTAL FOR RIVISION SOLID WASTE	\$	43,247.60
TOTAL FOR RIVISION LANDFILLS	\$	57,642.40
TOTAL FOR RIVISION WIC	\$	<u>52,709.78</u>
GRAND TOTAL FOR AUGUST	\$	291,368.43

BOARD OF HEALTH BOARD REPORT
FOR AUGUST
REPORT DATE: SEPTEMBER 11, 2017

(POSTED)

TOTAL FOR DIVISION BOARD OF HEALTH	\$	13,048.93
TOTAL FOR DIVISION MOSQUITO FUND	\$	0.00
TOTAL FOR DIVISION FOOD SERVICE	\$	12,840.48
TOTAL FOR DIVISION VITAL STATISTICS	\$	4,348.81
TOTAL FOR DIVISION SUPPLIES Nursing	\$	4,016.30
TOTAL FOR DIVISION TATTOO	\$	0.00
TOTAL FOR DIVISION CAR SEATS	\$	0.00
TOTAL FOR DIVISION PARKS AND CAMPS	\$	1,345.14
TOTAL FOR DIVISION PAT	\$	0.00
TOTAL FOR DIVISION PLUMBING	\$	2,008.61
TOTAL FOR DIVISION TB	\$	2,710.55
TOTAL FOR DIVISION BCMC	\$	2,837.19
TOTAL FOR DIVISION TORONTO	\$	627.53
TOTAL FOR DIVISION TB	\$	3,662.77
TOTAL FOR DIVISION TRAILER PARKS	\$	0.00
TOTAL FOR DIVISION MARINAS	\$	0.00
TOTAL FOR DIVISION WATER WELLS	\$	572.09
TOTAL FOR DIVISION SWIMMING POOLS	\$	119.56
TOTAL FOR DIVISION ENVIRONMENTAL	\$	5,029.44
TOTAL FOR DIVISION IAP	\$	0.00
TOTAL FOR DIVISION RABIES	\$	0.00
TOTAL FOR DIVISION INFRASTRUCTURE	\$	51,759.94
TOTAL FOR DIVISION CFHS	\$	0.00
TOTAL FOR DIVISION HELP ME GROW PART C	\$	0.00

Signature:
5 Oct 11 2017
J. Miller
J. Palm
J. R. F. J.
FL Pat

BOARD OF HEALTH BOARD REPORT
 FOR AUGUST
 REPORT DATE: SEPTEMBER 11, 2017 TOTAL FOR DIVISIONHELP ME

TOTAL FOR DIVISION HELP ME GROW TANF	\$	0.00
TOTAL FOR DIVISION SOLID WASTE	\$	7,325.48
TOTAL FOR DIVISION CD&D	\$	0.00
TOTAL FOR DIVISION LANDFILL	\$	52,043.39
TOTAL FOR DIVISION TOBACCO	\$	0.00
TOTAL FOR DIVISION PERSONNEL	\$	0.00
TOTAL FOR DIVISION SUBSIDIES	\$	0.00
TOTAL FOR DIVISION WIC	\$	31,567.88
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.	\$	<u>0.00</u>
GRAND TOTAL FOR AUGUST	\$	195,864.09

TB 3662.77
192,201.32

BOARD OF HEALTH BOARD REPORT
FOR AUGUST
REPORT DATE: SEPTEMBER 06, 2017

TOTAL FOR RIVISION BOARD GENERAL FUND	\$	105,762.02
TOTAL FOR RIVISION FOOD SERVICE	\$	272.10
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GRAND TOTAL FOR AUGUST	\$	291,368.43

DEPARTMENT: BOARD OF HEALTH

RUN 10/16/2017 10:59:45

PAYROLL PERIOD 1 TO 22

ACCOUNT NUMBER SSN -- EMPLOYEE NAME	UNUSED HOURS	RATE/ TEMP	R/T HOURS	REG/TMP PAY	OVT HOURS	OVERTIME PAY	SICK USED	VAC USED	OTHER USED	ADJUST/ SUPP.	GROSS PAY
000004-000450-000001	VAC	0.00	8.1503	18.50	150.78	0.00	0.00	0.00	0.00	0.00	150.78
298824688	SICK	0.00	0.00	0.00	0.00	0.00	0.00			0.00	
COOK, JESSE A											
			PAY PERIOD	21	150.78						
EMPLOYEE TOTAL -					150.78						150.78
GRAND TOTAL -					150.78						150.78

DISTRICT ADVISORY COUNSEL SPECIAL EXECUTIVE COMMITTEE MEETING JULY 14, 2017

Present: Annette Stewart, Administrator, Ramsey, Mark Clark, Vice President, Jeffrey Bonecutter, Secretary

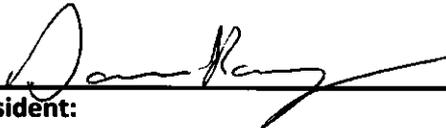
On Friday, July 14, 2017, at 4:00 pm, the Executive Committee of the Jefferson County District Advisory Council met in a Special Session to appoint Mr. John Parker to the Jefferson County Board of Health effective July 14, 2017 due to the resignation of Mr. John Abdalla effective July 1, 2017

Mr. John Parker's term will run from July 14, 2017 through the year 2020 in order to complete the vacant term left by Mr. John Abdalla.

Jeffrey Bonecutter made the motion to appoint Mr. John Parker to The Jefferson County Board of Health effective July 14, 2017 in order to fill the vacancy left by Mr. John Abdalla, to run through the year 2020, seconded by Dave Ramsey.

Vote – Unanimous, YES

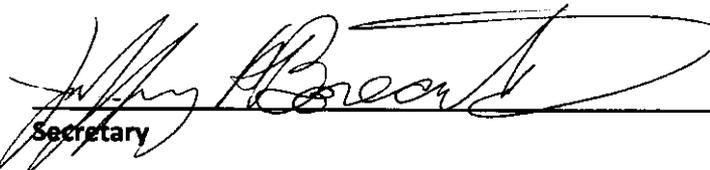
ATTESTED:



President: 7/14/17
Date



Vice President 7/14/17
Date



Secretary 7-14-17
Date

marc maragos

From: Joseph.Goicochea@epa.ohio.gov
Sent: Monday, September 11, 2017 8:54 AM
To: marc maragos
Cc: Holly.Tucker@epa.ohio.gov; Melisa.Witherspoon@epa.ohio.gov
Subject: RE: September Board of Health Meeting

Good morning, Marc.
Ohio EPA will not be attending the September 19th Board of Health meeting.

We are available to answer Board Member questions related to Apex Landfill. Please let me know if the board member who has questions would like to discuss via a conference call, or he may submit questions in writing.

Thank you,
-Joe

Joe Goicochea
Environmental Manager



Division of Materials and Waste Management
Southeast District Office
2105 E. Front Street
Logan, Ohio 43138
Direct (740)380-5213



Please consider the environment before printing this email

From: marc maragos [<mailto:marc@jchealth.com>]
Sent: Thursday, September 07, 2017 6:58 AM
To: Goicochea, Joseph <Joseph.Goicochea@epa.ohio.gov>
Subject: September Board of Health Meeting

Hey Joe,

Just checking in to see if there is any word on the EPA coming to the next Board meeting as per the Board of Health's request...

Marc Maragos R.S.
Director of Environmental Health
Jefferson County Health Department