

April 17, 2018

The regular monthly meeting of the Board of Health was held on Tuesday, April 17, 2018 in the Board Room, 2nd Floor, Trumbull Towers Building, 500 Market Street, Steubenville, Ohio.

Present

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

Staff

Frank J. Petrola
Annette Stewart
Marc Maragos, RS
Carla Gampolo, RS
Frank Klinger, SIT
Cindy Deavers, RN
Kim Mark, RN
Ashley Wilson, WIC Director

Absent

Prosecutor

Emanuella Agresta

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 March 2018 Board Minutes for their approval.

Mr. John Parker made a motion to approve the March 2018 Board Minutes as presented by Mrs. Stewart, seconded by Mr. Dale Featheringham.

Vote – Unanimous, YES

FISCAL REPORTS

March Fund Balances

Mrs. Stewart presented the Board of Health with March Fund Balances totaling \$268,642.49, March Revenue totaling \$137,711.80, March Expenditures totaling \$170,030.95, March Purchase Orders totaling \$17,973.94, and Then and Now Statements totaling \$833.66 for their approval.

Mr. John Parker moved to approve the March Fund Balances totaling \$268,642.49, March Revenue totaling \$137,711.80, March Expenditures totaling \$170,030.95, March Purchase Orders totaling \$17,973.94, and Then and Now Statements totaling \$833.66 as presented by Mrs. Stewart, seconded by Mr. Dale Featheringham.

Vote – Unanimous, YES

Amended Appropriations

Mrs. Stewart requested permission from the Board of Health to increase appropriations in 004-450-00012 by \$50,000.00.

Mr. Dale Featheringham moved to grant Mrs. Stewart permission to increase appropriations in 004-450-00012 by \$50,000.00, seconded by Mr. John Parker.

Vote – Unanimous, YES

OPEN ISSUES

Food Service Operations License Fee/Late Fees

Mr. Maragos reported to the Board of Health that all Food Service Establishments have been licensed and all late fees have been collected for the 2018 Licensing year.

NEW BUSINESS

Agreement For Services Between The Jefferson County Health Department and The Jefferson County Board of Developmental Disabilities

Mrs. Stewart presented the Board of Health with An Agreement For Services Between The Jefferson County Health Department and The Jefferson County Board of Developmental Disabilities for random drug and alcohol testing and other services for its drivers and/or other employees. Agreement for services attached hereto and made a permanent part of this record.

Mr. John Parker moved to approve the Agreement For Services Between The Jefferson County Health Department and The Jefferson County Board of Developmental Disabilities, seconded by Mr. Dale Featheringham.

Vote – Unanimous, YES

Bergholz Clinic

Mrs. Stewart informed the Board of Health that she met with the Bergholz Foundation about providing us with a building to do clinics with our Nursing Division. We are going to offer immunizations, drug testing, and a variety of other services from there. They have given the building to our Department for \$1.00 per year and we will cover the utilities. We are now in Bergholz, Toronto, and are currently looking for something in the Southern end of the county.

Mrs. Stewart stated that our Department met with Judge Mascio, from Steubenville Municipal Court, regarding Vivatrol Clinic. There's a program called CURES where they administer Vivatrol to the offenders while incarcerated, it's usually a total of 5 doses. We would like to administer the Vivatrol to the clients upon release. Our Department will not be purchasing the Vivatrol, we will be administering it and giving physicals.

Dr. George VanWeelden moved to approve the administering of Vivatrol in the clinic, seconded by Mr. John Parker.

Vote – Unanimous, YES

ADMINISTRATORS REPORT

Solid Waste

Dr. Petrola informed the Board of Health that the Solid Waste Board agreed to purchase property owned by Michael Barber, located at the Jefferson County Industrial Park. They are going to build their offices there.

PERSONNEL

WIC Health Professional

Jacquelyn Dinofrio, RN, has been hired as the full time WIC Health Professional, with a starting wage of \$19.13 per hour beginning April 16, 2018.

Mr. John Parker moved to approve the hire of Jacquelyn Dinofrio, RN as a full time WIC Health Professional, with a starting wage of \$19.13 per hour beginning on April 16, 2018, seconded by Mr. Dale Featheringham.

Vote – Unanimous, YES

Part Time Deputy Registrar

Mrs. Stewart made a request to combine the Nursing Clerk position and Deputy Registrar Position for 3 days per week.

Mr. John Parker made the motion to combine the Nursing Clerk Position with the Deputy Registrar Position, seconded by Dr. George VanWeelden.

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

Jefferson County General Health District

Meeting Agenda

April 17, 2018

Type of Meeting: Regular Monthly Meeting

Call to order

Approval of minutes of March Meeting

Fiscal Reports

- *March Fund Balances
- *March Financial Report
- *Amended Appropriations

Open Business

- *Food Service Operations License Fee/Late Fee

New Business

Environmental Division Report

- *Activity Report
- *Solid Waste

Nursing Division Report

- *Activity Report

Accreditation Coordinator Report

- *Activity Report

WIC Division Report

- *Activity Report

Administrator's Report

- *Accreditation Process
- *Solid Waste Board

Personnel

- *New WIC Health Professional
Part Time Deputy Registrar

Adjournment

4/17/18 Sign IN

PAUL GIANNINO

Brd Mtg.
HECALL-STAR

DATE - 11/11/11

STATE OF NEW YORK

✓

✓

✓

GENERAL HEALTH DISTRICT - COUNTY OF JEFFERSON
SUMMARY OF RECEIPTS, EXPENDITURES AND BALANCES MARCH 2018

FUND	PRIOR MONTHS CASH BALANCE	MARCH RECEIPTS	TRANSFER IN	ADVANCE-IN	MARCH EXP.	TRANSFER OUT	ADVANCE- OUT	FUND BALANCE
District Board of Health	\$ 186,132.97	\$ 20,620.90	\$ -	\$ -	\$ 47,152.57	\$ -	\$ -	\$ 159,601.30
Food Service	\$ 76,422.37	\$ 35,524.67	\$ -	\$ -	\$ 23,093.70	\$ -	\$ -	\$ 88,853.34
Vital Statistics	\$ 40,236.29	\$ 18,108.50	\$ -	\$ -	\$ 9,604.84	\$ -	\$ -	\$ 48,739.95
Nursing	\$ (9,432.01)	\$ 1,991.01	\$ -	\$ -	\$ 4,363.03	\$ -	\$ -	\$ (11,804.03)
Tattoo	\$ 1,075.23	\$ -	\$ -	\$ -	\$ 0.39	\$ -	\$ -	\$ 1,074.84
Car Seats	\$ 120.85	\$ 30.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150.85
Parks/Camps	\$ 360.48	\$ -	\$ -	\$ -	\$ 511.58	\$ -	\$ -	\$ (151.10)
Plumbing	\$ 4,840.36	\$ 2,145.00	\$ -	\$ -	\$ 1,030.39	\$ -	\$ -	\$ 5,954.97
TB	\$ (5,364.24)	\$ 675.70	\$ -	\$ -	\$ 4,689.82	\$ -	\$ -	\$ (9,378.36)
BCMH	\$ (3,823.48)	\$ 130.00	\$ -	\$ -	\$ 4,054.90	\$ -	\$ -	\$ (7,748.38)
Toronto	\$ 4,199.25	\$ -	\$ -	\$ -	\$ 1,303.59	\$ -	\$ -	\$ 2,895.66
Water	\$ 3,751.60	\$ 1,307.93	\$ -	\$ -	\$ 1,589.19	\$ -	\$ -	\$ 3,470.34
Swimming Pools	\$ 696.29	\$ -	\$ -	\$ -	\$ 395.27	\$ -	\$ -	\$ 301.02
Sewage	\$ 19,265.42	\$ 8,111.24	\$ -	\$ -	\$ 8,457.60	\$ -	\$ -	\$ 18,919.06
PHEP	\$ (6,182.53)	\$ -	\$ -	\$ -	\$ 15,076.81	\$ -	\$ -	\$ (21,259.34)
Solid Waste	\$ (11,643.24)	\$ -	\$ -	\$ -	\$ 9,317.00	\$ -	\$ -	\$ (20,960.24)
Landfills	\$ (49,015.85)	\$ 49,066.85	\$ -	\$ -	\$ 11,334.72	\$ -	\$ -	\$ (11,283.72)
WIC	\$ 11,313.93	\$ -	\$ -	\$ -	\$ 28,055.55	\$ -	\$ -	\$ (16,741.62)
Lead	\$ 198.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 198.83
Severance Fund	\$ 37,809.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,809.12
Totals	\$ 300,961.64	\$ 137,711.80	\$ -	\$ -	\$ 170,030.95	\$ -	\$ -	\$ 268,642.49

Signature for approval:


BOARD OF HEALTH BOARD REPORT

03/01/2018 - 03/31/2018

REPORT DATE: APRIL 11, 2018 TOTAL FOR DIVISION HELP ME G

TOTAL FOR DIVISION HELP ME GROW TANF	\$	0.00
TOTAL FOR DIVISION SOLID WASTE	\$	9,317.00
TOTAL FOR DIVISION CD&D	\$	0.00
TOTAL FOR DIVISION LANDFILL	\$	11,334.72
TOTAL FOR DIVISION TOBACCO	\$	0.00
TOTAL FOR DIVISION PERSONNEL	\$	0.00
TOTAL FOR DIVISION SUBSIDIES	\$	0.00
TOTAL FOR DIVISION WIC	\$	28,055.55
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 03/01/2018 - 03/31/2018	\$	172,011.31

TB 1980.36
170,030.95

Signature for Approval:

[Handwritten signature]

BOARD OF HEALTH BOARD REPORT
03/01/2018 - 03/31/2018
REPORT DATE: APRIL 11, 2018

(POSTED)

TOTAL FOR DIVISION BOARD OF HEALTH	\$	47,152.57
TOTAL FOR DIVISION MOSQUITO FUND	\$	0.00
TOTAL FOR DIVISION FOOD SERVICE	\$	23,093.70
TOTAL FOR DIVISION VITAL STATISTICS	\$	9,604.84
TOTAL FOR DIVISION SUPPLIES	\$	4,363.03
TOTAL FOR DIVISION TATTOO	\$	0.39
TOTAL FOR DIVISION CAR SEATS	\$	0.00
TOTAL FOR DIVISION PARKS AND CAMPS	\$	511.58
TOTAL FOR DIVISION PAT	\$	0.00
TOTAL FOR DIVISION PLUMBING	\$	1,030.39
TOTAL FOR DIVISION TB	\$	4,689.82
TOTAL FOR DIVISION BCMC	\$	4,054.90
TOTAL FOR DIVISION TORONTO	\$	1,303.59
TOTAL FOR DIVISION TB	\$	1,980.36
TOTAL FOR DIVISION TRAILER PARKS	\$	0.00
TOTAL FOR DIVISION MARINAS	\$	0.00
TOTAL FOR DIVISION WATER WELLS	\$	1,589.19
TOTAL FOR DIVISION SWIMMING POOLS	\$	395.27
TOTAL FOR DIVISION ENVIRONMENTAL	\$	8,457.60
TOTAL FOR DIVISION IAP	\$	0.00
TOTAL FOR DIVISION RABIES	\$	0.00
TOTAL FOR DIVISION INFRASTRUCTURE	\$	15,076.81
TOTAL FOR DIVISION CFHS	\$	0.00
TOTAL FOR DIVISION HELP ME GROW PART C	\$	0.00

BOARD OF HEALTH BOARD REPORT
FOR MARCH
REPORT DATE: APRIL 06, 2018

TOTAL FOR RIVISION BOARD GENERAL FUND	\$	20,620.90
TOTAL FOR RIVISION FOOD SERVICE	\$	35,524.67
TOTAL FOR RIVISION VITAL STATISTICS	\$	18,108.50
TOTAL FOR RIVISION NURSING	\$	1,991.01
TOTAL FOR RIVISION TATTOO	\$	0.00
TOTAL FOR RIVISION CAR SEATS	\$	30.00
TOTAL FOR RIVISION PARKS AND CAMPS	\$	0.00
TOTAL FOR RIVISION PAT	\$	0.00
TOTAL FOR RIVISION PLUMBING	\$	2,145.00
TOTAL FOR RIVISION TUBURCULOSIS	\$	675.70
TOTAL FOR RIVISION BCMH	\$	130.00
TOTAL FOR RIVISION TORONTO	\$	0.00
TOTAL FOR RIVISION TB	\$	0.00
TOTAL FOR RIVISION TRAILER PARKS	\$	0.00
TOTAL FOR RIVISION WATER FUND	\$	1,307.93
TOTAL FOR RIVISION SWIMMING POOLS	\$	0.00
TOTAL FOR RIVISION SEWAGE	\$	8,111.24
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	\$	0.00
TOTAL FOR RIVISION LANDFILLS	\$	49,066.85
TOTAL FOR RIVISION WIC	\$	0.00
GRAND TOTAL FOR MARCH	\$	137,711.80

*Signature For
Approval*

*FLP
JL*

**AGREEMENT FOR SERVICES BETWEEN THE JEFFERSON COUNTY HEALTH
DEPARTMENT AND THE JEFFERSON COUNTY BOARD OF DEVELOPMENTAL
DISABILITIES**

This Agreement is entered into this 17 day of April, 2018, by and between the Jefferson County Health Department (JCHD) and the Jefferson County Board of Developmental Disabilities.

WHEREAS, the Jefferson County Board of Developmental Disabilities has the necessity to obtain random drug and alcohol testing and other services for its drivers and/or other employees.

WHEREAS, the Jefferson County Board of Developmental Disabilities desires to contract with the Jefferson County Health Department for the aforementioned testing.

WHEREAS, the Jefferson County General Health Department has the means and the resources to provide the requested services.

WHEREFORE, in consideration of the mutual covenants and conditions the parties agree as follows:

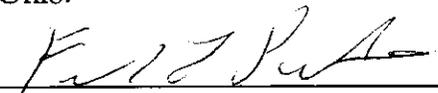
1) **RANDOM DRUG AND ALCOHOL TESTING – DOT DRIVERS:**

- A) The random drug and alcohol testing for DOT Drivers shall be conducted quarterly (per CFR49 part 40).
- B) The Jefferson County Board of Developmental Disabilities shall provide to the Jefferson County General Health Department a list of names regarding drives along with their social security numbers. Upon receipt, the Jefferson County General Health Department will utilize the list to establish eligibility count for random selection.
- C) From the list provided to the Jefferson County General Health Department the Health Department will randomly select 20% on a quarterly basis for random testing. It is agreed that of the random 20% pulled, one-half will be subjected to drug testing only. The remainder will be subject to drug and breathe alcohol testing.
- D) The Jefferson County Health Department shall forward the randomly selected list (the 20% pull) to the Human Resource Director of the Jefferson County Board of Developmental Disabilities, Karen Fonow, or to the Superintendent, Michael Zinno, who will schedule the individuals for testing.

- E) All testing shall be conducted by the Jefferson County Health Department at the Health Department facility and the results shall be forwarded to the contact person at the Jefferson County Board of Developmental Disabilities. The Jefferson County Board of Developmental Disabilities shall pay to the Jefferson County Health Department \$45.00 fee for each drug screening and \$10.00 for each alcohol screening.
- F) In the event the testing results in a positive finding, the Jefferson County Board of Developmental Disabilities will be notified immediately by the MRO.
- 2) **DOT YEARLY MEDICAL EXAMS; VAN DRIVER YEARLY MEDICAL EXAMS AND DOT PRE-EMPLOYMENT MEDICAL EXAMS:**
- A) The Jefferson County Board of Developmental Disabilities shall refer its drivers to the Jefferson County Health Department for their pre-employment and yearly medical exams inclusive of an audiology test.
- B) The Jefferson County Board of Developmental Disabilities shall pay to the Jefferson County Health Department a fee of \$40.00 for each medical exam and shall provide the Jefferson County Health Department with a standard form to be completed by the Physician. The form will be provided to the driver who shall present the same to the Physician at the time of the exam.
- C) The completed and signed medical exam form shall be returned to the appropriate contact person at the Jefferson County Board of Developmental Disabilities.
- 3) **AFTER HOURS DRUG AND ALCOHOL TESTING POST-ACCIDENT, REASONABLE SUSPICION:**

The Jefferson County Health Department agrees to provide after hours drug testing in connection with accident or based upon reasonable suspicion and to conduct on site testing, depending on the situation. During working hours, all testing shall be conducted at the Health Department or wherever possible.

WHEREUPON, we have set our hands this 17 day of April, 2018 at Steubenville, Ohio.

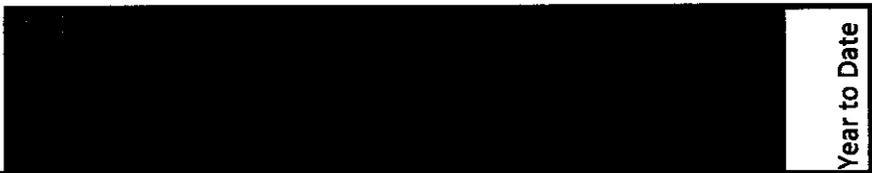


Frank L. Petrola,
Jefferson County General Health District

Michael Zinno,
Jefferson County Board of Developmental
Disabilities

ENVIRONMENTAL DIVISION MONTHLY REPORT

2018



Year to Date

Sewage Treatment										
Household Sewage Permits	2	1	7							10
Operating Permits	0	2	4							6
Sewage Disposal - New	18	24	26							68
Sewage Disposal - Existing	40	42	61							143
Sewage Disposal - Alteration	0	0	0							0
Septage Hauler	5	0	0							5
Semi-Public	0	0	0							0
Sewage Nuisances	2	5	7							14
Loan Evaluations	14	11	14							39

Private Water										
Household Water Permits	0	1	1							2
Private Water - New	1	4	0							5
Private Water - Existing	17	20	14							51
Total Water Samples Taken	5	10	5							20

Food/Retail Program										
Food Service	286	346	145							777
CCP/Process Review	20	51	0							71
Temp. FSO	0	0	0							0
Mobile FSO	0	3	29							32
Vending Location	15	7	0							22

Plumbing										
Plumbing Residential	7	6	8							21
Plumbing Commercial	0	0	0							0

Miscellaneous										
Animal Nuisances	17	16	21							54
Schools	3	1	0							4
Dilapidated Structures	1	6	10							17
Park/Camps	0	2	1							3
Swimming Pools	0	0	0							0
Tattoos	0	0	0							0
Vector Control	0	2	0							2
Administration	77	49	97							223
Supervisory Time	11	4	2							17
PHER	51	29	26							106

OVER

Dig, Plant, GROW



At WIC!

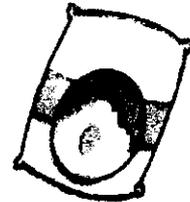


Come to WIC and Plant Your Own
Seedling to Grow at Home!

Tuesday May 22, 2018

1:00 - 3:00 PM

Snack on Garden Fresh
Veggies and Fruits!



Enter Drawing for
Gardening Gift Basket!
(One Entry per Adult)



RSVP by May 21, 2018

740-283-8530

