

**October 23, 2018**

The regular monthly meeting of the Board of Health was held on Tuesday, October 23, 2018 in the Board Room, 2<sup>nd</sup> Floor, Trumbull Towers Building, 500 Market Street, Steubenville, Ohio.

**Present**

Frank L. Petrola  
Dale Featheringham  
John Parker  
Nicole Balakos

**Staff**

Frank J. Petrola  
Annette Stewart  
Frank Klinger, SIT  
Kim Mark, RN  
Ashley Wilson, RN

**Absent**

Dr. George VanWeelden

**Prosecutor**

Emanuella Agresta

**Guest**

See 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 September, 2018 Board Minutes for their approval.

*Mr. John Parker made a motion to approve the September 2018 Board Minutes as presented by Mrs. Stewart, seconded by Mrs. Nicole Balakos.*

**Vote – Unanimous, YES**

## FISCAL REPORTS

### September Fund Balances

Mrs. Stewart presented the Board of Health with September Fund Balances totaling \$512,147.21, September Revenue totaling \$111,792.59, September Expenditures totaling \$181,603.62, September Purchase Orders totaling \$33,762.33, and Then and Now Statements totaling \$19,654.68 for their approval.

*Mr. John Parker moved to approve the September Fund Balances totaling \$512,147.21, September Revenue totaling \$111,792.59, September Expenditures totaling \$181,603.62, September Purchase Orders totaling \$33,762.33, and Then and Now Statements totaling \$19,654.68 as presented by Mrs. Stewart, seconded by Mrs. Nicole Balakos.*

**Vote – Unanimous, YES**

## OPEN ISSUES

### 2<sup>nd</sup> Reading of the 2019 Fees For Service

Mrs. Stewart presented the Board with the 2<sup>nd</sup> reading of the 2019 fees for services for their approval.

*Mr. John Parker moved to approve the 2<sup>nd</sup> reading of the 2019 fees for services as presented by Mrs. Stewart, seconded by Mrs. Nicole Balakos.*

**Vote – Unanimous, YES**

### Letter of Understanding Family Recovery

Mrs. Stewart presented the Board of Health with the Letter of Understanding with Family Recovery to provide Nursing and Screening Services to their clients every other Friday.

*Mr. John Parker moved to approve the Letter of Understanding with Family Recovery to provide Nursing and Screening Services to their clients every other Friday, seconded by Mrs. Nicole Balakos.*

**Vote – Unanimous, YES**

## **NEW BUSINESS**

### **Maternal & Child Health Program**

Mrs. Stewart informed the Board of Health that our Department was awarded a grant the Ohio Department of Health for the Maternal & Child Health Program in the amount of \$78,500.00. Copy of grant attached hereto and made a permanent part of this record.

### **Cribs For Kids and Safe Sleep**

Mrs. Stewart informed the Board of Health that our Department was awarded a grant from the Ohio Department of Health for Cribs For Kids and Safe Sleep Program in the amount of \$30,000.00. Copy of grant attached hereto and made a permanent part of this record.

### **Landfill Licensing**

Mrs. Stewart informed the Board of Health that Hollow Rock, Cardinal, and Apex have all paid their 2019 Licensing Application Fee. We are currently waiting on Carla to finish up inspections on each landfill and then they should be ready to license for 2019.

### **2019 Hospitalization Plan**

The renewal for 2019 has been received. Jeff Criss is in the process of looking into a couple other plans to make sure we are getting the best plan at the best rate. The plan will be presented at the November 2019 Board Meeting.

## **ENVIRONMENTAL**

### **Activity Report**

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

**APEX** – Dr. Frank J. Petrola informed the Board that for the month of August we had a total of 64 complaints, September we had a total of 51, and so far in October we have had a total of 70.

Emanuela Agresta informed the Board of Health that Joe Scugoza will be in Judge Miller's Court Room, on November 19, 2018 to present all of his assets.

Mrs. Gampolo informed the Board of Health that the Homemade Buffet at the Fort Steuben Mall is still having issues with Food Service Inspections. They have corrected a very small amount of their violations and therefore are not in compliance.

*Dr. Frank L. Petrola instructed Mrs. Gampolo to order the Homemade Buffet owners to appear in front of the Board of Health during the November Meeting to explain why the Board of Health should not revoke their Food Service License.*

### **NURSING DIVISION REPORT**

Kim Mark, RN, informed the Board of Health that her Department had an evaluation of their Vaccine For Children Program from the Ohio Department of Health and they passed with a 100%.

Mrs. Mark stated that they have given a total of over 790 Flu Shots already this year.

Mrs. Wilson informed the Board of Health and presented a phot of the Snow Plow, which was painted by her to represent the Jefferson County General Health District.

### **WIC DIVISION REPORT**

Mrs. Chester informed the Board of Health that WIC has just completed a Management Evaluation from the Ohio Department of Health. They only received 2 corrective actions and 14 recommendations. WIC's numbers continue to be down but are remaining steady. Breastfeeding numbers are up.

### **ACCREDITATION COORDINATOR**

Frank Klinger informed the Board of Health that our Department is currently in a holding pattern. We have not received an invite to train for Accreditation as of yet. They do the inviting on a quarterly basis. We are currently completing Job Performance Evaluations, Records & Retention, and working on policy writing.

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

ATTESTED:



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Frank L. Petrola, Board of Health President



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Frank J. Petrola, Health Commissioner