

November 20, 2018

The regular monthly meeting of the Board of Health was held on Tuesday, November 20, 2018 in the Board Room, 2nd Floor, Trumbull Towers Building, 500 Market Street, Steubenville, Ohio.

Present

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

Staff

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

Absent

Prosecutor

Emanuella Agresta

Guest

See Sign In Sheet

CALL TO ORDER

Frank L. Petrola called the meeting to order.

HEARING BEFORE THE BOARD OF HEALTH

A hearing was held before the Board of Health for Homemade Buffet, c/o Dian Feng Jiang, 100 Mall Drive F3# Fort Steuben Mall, Steubenville, OH 43952.

On October 22, 2018 the Jefferson County General Health district conducted an inspection of the Homemade Buffet. Numerous violations were noted during the inspection by the two Sanitarians that conducted the inspection. Follow-up inspections have been conducted by our Department due to the large number of repeat critical and non-critical violations. Health Department Sanitarians noted that minimal effort was made in attempting to correct the repeat violations. There are a total of 21 repeat violations, with 7 of those being critical.

Mr. Jiang stated they have retrained their staff in an effort to correct these violations but haven't registered to become Serve Safe Certified.

Dr. Frank L. Petrola gave Dian Feng Jiang, Homemade Buffet, 2 weeks to come into compliance 100% or they will be shut down. The Sanitarians will re-inspect the establishment on December 3, 2018 and Frank L. Petrola will meet with the Sanitarians and Homemade Buffet on December 4, 2018 to make sure they have come into compliance.

APPROVAL OF BOARD MINUTES

Mrs. Stewart presented the Board of Health with the October, 2018 Board Minutes for their approval.

Mr. John Parker made a motion to approve the October 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 October Fund Balances totaling \$470,049.08, October Revenue totaling \$242,000.37, October Expenditures totaling \$275,230.50, October Purchase Orders totaling \$7,072.55, and Then and Now Statements totaling \$109,185.88 for their approval.

Mr. Dale Featheringham moved to approve the October Fund Balances totaling \$470,049.08, October Revenue totaling \$242,000.37, October Expenditures totaling \$275,230.50, October Purchase Orders totaling \$7,072.55, and Then and Now Statements totaling \$109,185.88 as presented by Mrs. Stewart, seconded by Mr. John Parker.

Vote – Unanimous, YES

OPEN ISSUES

3rd and Final Reading 2019 Fees For Service

Mrs. Stewart presented the Board with the 3rd reading of the 2019 fees for services for their approval.

Mr. John Parker moved to approve the 3rd reading of the 2019 fees for services as presented by Mrs. Stewart, seconded by Mrs. Nicole Balakos.

Vote – Unanimous, YES

Joe Scugoza Court Hearing Results

Emanuella Agresta informed the Board of Health that Mr. Scugoza was represented by Attorney Frankovich and he was granted a stay until February 4, 2019 at 10:30 am. The hearing will be in front of Judge Miller

NEW BUSINESS

2019 Fees Public Hearing Results

Marc Maragos, RS, informed the Board of Health that a Public Hearing was held this morning, November 20, 2018 at 8:00 am, in order to give business owners or the public a chance to comment on the 2019 fees for services. Nobody showed for the Public Hearing so the hearing closed at 8:30 am. The 2019 Fees For Services stand.

2019 Hospitalization Plan

Mrs. Stewart explained to the Board of Health that we are still reviewing the new hospitalization renewals and will present them at the December 2018 Board Meeting.

Mission, Vision, and Values Wall Sign

Mrs. Stewart presented the Board of Health with the Jefferson County General Health District Agency Mission Statement. This will be made into a wall sign 42"x72" and will be mounted in the hallway outside of the Health Department. All punctuation corrections will be made. Copy attached hereto and made a permanent part of this record.

Records Retention Schedule

Mrs. Stewart presented the Board of Health with a Records Retention Schedule (RC-2) Part 1 and Part 2 for their approval. Copy attached hereto and made a permanent part of this record.

Mrs. Nicole Balakos moved to approve the Records Retention Schedule (RC-2) Part 1 and Part 2 as presented by Mrs. Stewart, seconded by Dr. George VanWeelden.

Vote – Unanimous, YES

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 October we had a total of 91 complaints, and so far in November we have had a total of 37.

NURSING DIVISION REPORT

Kim Mark, RN, informed the Board of Health that the Nursing Division has finished up all the outreach flu clinics and are continuing to administer flu shots in the office. 993 flu vaccinations were given year to date as of November 20, 2018.

The Nursed will begin giving scabies education in the area nursing homes beginning in February 2019. Kim also stated that she will be having an educational meeting in January with the Nursing Home Directors and they will be able to receive CEU's for attending.

WIC DIVISION REPORT

Mrs. Chester informed the Board of Health that WIC numbers are getting a little better; in June and July, caseload was 984, and in August caseload was 1,020.

ACCREDITATION COORDINATOR

Frank Klinger informed the Board of Health that he has just completed the Record Retention Policy, and is beginning to work on additional department policies.

As of yet, we have received no formal invite for Accreditation.

Mr. John Parker made a motion to go into Executive Session to discuss personnel, seconded by Dr. George VanWeelden.

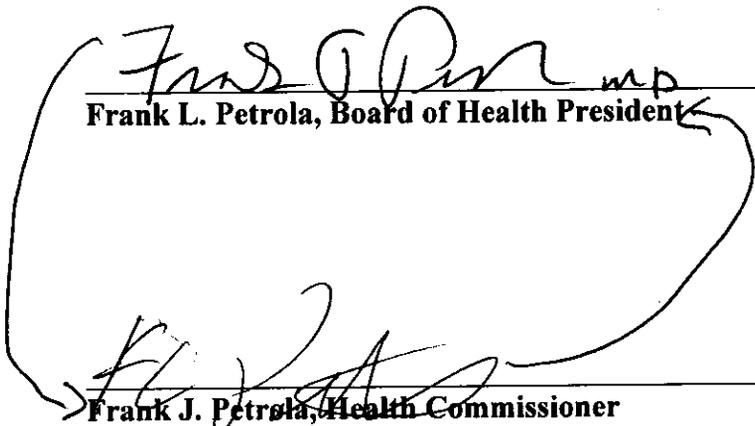
Vote – Unanimous, YES

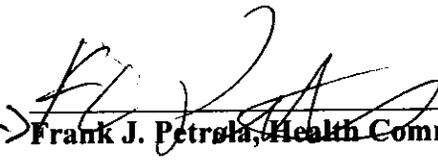
Dr. George VanWeelden made a motion to come out of Executive Session, seconded by Mrs. Nicole Balakos.

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