



JEFFERSON COUNTY General Health District

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**BOARD OF HEALTH
MINUTES OF REGULAR MEETING
SEPTEMBER 15, 2026
8:15 a.m.**

The regular monthly meeting of the Board of Health was held on Tuesday, September 18, 2026 at 8:15 a.m. in the 2nd floor community room of the Towers Building located at 500 Market Street, Steubenville, Ohio.

Board Members Present:

Mary Mihalyo, President
Mark Kissinger, DO
Suzanne Brown
Terry Bell

Staff:

Andrew Henry, Health Commissioner
Kelly Wilson, Fiscal Director
Michele Henry, Administrative Assistant
Marc Maragos, Environmental Director
Carla Gampolo, Registered Sanitarian
Danielle Horn, Nursing Director
Stephanie Chester, WIC Director
Rick Stead, PHEP Coordinator
Dr. Coleen Hart, Medical Director

Absent: Anthony Mougianis, Vice-President

Prosecutor: Not in attendance

Guests: See sign-in sheet

CALL TO ORDER

The meeting was called to order at 8:15 a.m. by Mary Mihalyo, President. Roll call was taken. All board members in attendance with the exception of Anthony Mougianis who was excused due to bereavement. The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Mrs. Mihalyo asked for any corrections, notations, etc. for the Board Minutes presented. There being none, she asked for a motion to accept the minutes as submitted.

Action	Motion to Approve the August 18, 2026 Minutes of the Regular Board Meeting.	Vote Detail (Roll Call)
Motion – 2026-094	Dr. Kissinger moved and Mr. Bell seconded a motion to approve the August 18, 2026 minutes of the Regular Board Meeting.	1 st - Kissinger 2 nd - Bell Bell – Aye



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	Motion passed unanimously.	Mihalyo - Aye Kissinger – Aye Mougianis - Absent Brown - Aye
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AUGUST 2026 REVENUE REPORT

Mrs. Mihalyo asked for an approval of the revenue.

<i>Action</i>	<i>Approval of August 2026 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2026-095	Mr. Bell moved and Dr. Kissinger seconded a motion to approve of August 2026 Revenue Report. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell – Aye Mihalyo - Aye Kissinger – Aye Mougianis - Absent Brown - Aye

AUGUST 2026 EXPENSE REPORT

Mrs. Mihalyo asked for an approval of the expenses.

<i>Action</i>	<i>Approval of August 2026 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-096	Mr. Bell moved and Mrs. Brown seconded a motion to approve of August 2026 expense report. Motion passed unanimously.	1 st - Bell 2 nd – Brown Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Absent Brown - Aye

AUGUST 2026 THEN AND NOWS – None

PERSONNEL – None

TRAVEL REQUESTS – None

CONTRACTS/MOU's -

There are six contracts presented for the month.



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Five of the six are renewals with one new one.

The first is for Central Ohio Trauma Systems (COTS) renewal from 8/19/26 – 6/30/27. We are the coordinator for Jefferson County for the healthcare coalition.

The second is for Job and Family Services to provide 24 hour nursing coverage for the McCullough Children's Home 10/26/26 – 10/24/27. This is a renewal for the contract that we have had several years.

The third one is for our vaccines for children program to have a memorandum of understanding with Tuscarawas County Health Department and ODH for the vaccines for children program effective immediately and updating every 24 months.

The fourth one is for WIC/Pediatric referral coverage with Dr. Hart 10/1/26 – 9/30/28.

The fifth one is for WIC/OBGYN referral coverage with Dr. Milburn 10/2/26 – 9/30/28.

The sixth and final is for Ronda Seelig WIC Registered Dietician to review WIC Client charts 10/1/26 – 9/30/27.

Mrs. Mihalyo asked if COTS contract was new or a renewal. Health Commissioner Henry stated all the contracts were renewals except for Dr. Hart signing for the WIC Pediatric contract.

Action	Motion to Approve the Six Contracts Presented for the month.	Vote Detail (Roll Call)
Motion – 2026-097	Dr. Kissinger moved and Mrs. Brown seconded a motion to approve the six contracts presented for the month. Motion passed unanimously.	1 st - Kissinger 2 nd – Brown Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Absent Brown - Aye

ADOPTION OF FORMS/POLICIES – NONE

PURCHASE ORDERS OVER \$5000 –

There are two purchase orders presented for the month.

The first one is for Glaxo Smith Kline to purchase Flu Vaccine for \$6,463.94. The second one is for Henry Schein Inc for Flu/Covid/RSV/Strep testing supplies for \$5,206.03.



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<i>Action</i>	<i>Motion to Approve the Two Purchase Orders Presented for the month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-098	Dr. Kissinger moved and Mr. Bell seconded a motion to approve the two purchase orders presented for the month. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Absent Brown - Aye

HEALTH COMMISSIONER'S REPORT

A copy of the report is attached hereto and made part of the official minutes.

One health alert did go out from the CDC last week a nationwide increase in reported human rabies exposure. We have seen different situations here lately as it relates to rabies. People taking in stray cats, kids being bite by dogs, and kids playing with bats for example, it has been a strange few weeks for us as well.

MEDICAL DIRECTOR'S REPORT

A copy of the report is attached hereto and made part of the official minutes.

NURSING REPORT

A copy of the report is attached hereto and made part of the official minutes.

WIC REPORT

A copy of the report is attached hereto and made part of the official minutes.

In addition, we will be starting a breastfeeding support group in October and a taste it Tuesdays on the fourth Tuesday of the month using WIC foods to make healthy nutritious meals.

ENVIRONMENTAL REPORT

A copy of the report is attached hereto and made part of the official minutes.

ACCREDITATION REPORT – NONE



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PHEP REPORT

A copy of the report is attached hereto and made part of the official minutes.

CORRESPONDENCE - None

COMMITTEE REPORTS

Environmental— Nothing under the jurisdiction of the board of health to report. No further action required.

Administration/Finance—*Absent.*

Clinical—Nothing to report.

Personnel—Nothing to report.

Events— Nothing to report.

OLD BUSINESS –

Board Retreat:

The speaker for the retreat has been confirmed. An agreement will be sent out and once it is signed, it will come to the board for approval. Health Commissioner Henry asked for an additional planning meeting in the next couple of weeks to confirm some of the details.

NEW BUSINESS

2027 Proposed Food Service Fees:

Health Commissioner Henry read the 2027 proposed Food Service Fees for the following programs: food service, tattoo, parks & camps, and swimming pools.

<i>Action</i>	<i>Motion to Approve the First Reading of the 2027 Proposed Food Service Fees.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-099	Mrs. Brown moved and Dr. Kissinger seconded a motion to approve the first reading of the 2027 proposed food service fees. Motion passed unanimously.	1 st - Brown 2 nd – Kissinger Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Absent Brown - Aye



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Simpson Nuisance Complaint – 134 Stewart Street, Empire, OH:

The individuals living in the residence owner of record is not from Empire he lives in New Philadelphia. The first notice of complaint was sent in January 2026. The property still has not come into compliance.

John McGuire spoke and asked for the board's permission to turn this property over to the prosecutor's office. The initial complaint the owner was living there, moved out, and left the basement full of garbage. The Simpsons then moved into the residence. The basement door was left open and the neighbors were complaining of the varmints in and out of there and the smell on warm summer days.

Mr. McGuire suggested the board draft a letter to the prosecutor's office explaining the reasons why the nuisance complaints should be prosecuted. The property owners are affecting their neighbors; the government is required to act and solve the issue. The Health Department is being blamed for this failure and that is not where the responsibility is.

In addition, Mr. McGuire is requesting an additional letter to the township trustees pointing out what the Health Department does and what is a requirement of the township. i.e. dilapidation, high weeds and junk cars are the townships jurisdiction.

Action	<i>Motion to Draft a Letter to the Township Trustees and Post on the Website What The Health Department is Responsible for and What the Townships are Responsible for in Regards to Properties in the County.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-100	Dr. Kissinger moved and Mr. Bell seconded a motion to draft a letter to the Township Trustees and post on the website what the Health Department is responsible for and what the Townships are responsible for in regards to properties in the county. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Absent Brown - Aye



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<i>Action</i>	<i>Motion to Send a Letter to Prosecutor Jane Hanlin to Move Forward with all Outstanding Nuisance Properties.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-101	Dr. Kissinger moved and Mr. Bell seconded a motion to Send a Letter to Prosecutor Jane Hanlin to move forward with all outstanding nuisance properties. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Absent Brown - Aye

PUBLIC PARTICIPATION – NONE

EXECUTIVE SESSION – NONE

ADJOURNMENT

<i>Action</i>	<i>Motion to Adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-102	Mrs. Brown moved and Mr. Bell seconded a motion to adjourn. Motion passed unanimously.	1 st - Brown 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Absent Brown – Aye

There being no further business before the Board, the meeting was adjourned at 9:14 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, October 20, 2026 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:


Mary Mihalyo, Board President


Andrew Henry, Health Commissioner