



Public Health

Prevent. Promote. Protect.

**BOARD OF HEALTH
MINUTES OF SPECIAL MEETING
March 31, 2021
5:30 p.m.**

A special meeting of the Board of Health was held on Wednesday, March 31, 2021 at 5:30 p.m. in the 2nd floor community room of the Towers Building located at 500 Market Street, Steubenville, Ohio. The purpose of the meeting was the 2022 Budget.

Board Members Present:

Terry Bell
Chief Clark J. Crago
Patrick Macedonia, M.D.
Anthony Mougianis
Jean-Philippe Rigaud

Staff:

Andrew Henry, Health Commissioner
Kelly Wilson, Fiscal, Grants & PI Officer
Michele Henry, Administrative Assistant

Absent:

Prosecutor:

Guests:

See sign-in sheet

CALL TO ORDER

Mr. Bell called the meeting to order at 5:30 p.m. The Pledge of Allegiance was recited and roll call taken.

ANNOUNCEMENTS

Health Commissioner Andrew Henry opened the meeting with a few announcements. Congressman Bill Johnson will be attending our vaccine clinic on Thursday April 1st at noon. He also announced the days, times and locations of the state mass vaccine clinics. There will be four locations and two stops at each location. Tents will be set up at each location. County residents may sign up for a time slot or walk ups will be accepted. The vaccines will be Johnson and Johnson.

2022 BUDGET

Health Commissioner Andrew Henry introduced Kelly Wilson who provided the reports and projected budget for 2022. A long discussion ensued with Board members asking questions of



Public Health

Prevent. Promote. Protect.

Ms. Wilson regarding the numbers being presented. Jodi Norris, the prior Director of Admin and Finance had prepared last year’s budget and Jodi had resigned in mid-February, which left the budget in Kelly’s hands. Kelly spoke about how she felt the budget process should work versus the way the budget process had been done here at the health department for many years. She reported to the Board that she still did not have clear grasp on the Bud Lite system since she has not been in the role of having to navigate the budgeting process here at the health department. However, she stressed that she realizes that there are issues and a much clearer presentation of numbers and understanding what the true revenue and expenses are department by department is needed and she hopes to be able to work through everything and find a process and present numbers to the board each month in a format that is acceptable to them. She had sent an e-mail to Joe Boni (IT for the county) to go over her understanding of the system and what the capabilities and limitations of the system are. Kelly also spoke to Vickie Winski at the Auditor’s office this afternoon and Vickie suggested that Kelly get in contact with JFS, Board of DD or another county office that is using the system to successfully budget and get what they need out of Bud Lite. It appears that no one from past regimes took time to thoroughly understand the ins and outs of the system.

Mr. Rigaud and Dr. Macedonia commended Ms. Wilson for her work on the presentation. Dr. Macedonia stated the discussion and presentation was much better than was given in the past.

Kelly’s recommendation was that the Board approve the 2022 Budget as presented at this time. She will then put actual numbers from the period 1/1/21-9/3021 in early October. The Board would then meet to review the revenues and expenses for this period to see how the numbers look at that time compared to what is being presented today. She hopes to have a much tighter grasp on what each department is doing on a month to month basis.

<i>Action</i>	<i>Motion to Approve the 2022 operating budget with the condition to revisit the budget in October 2021 using the actual numbers from January through September 2021.</i>	<i>Vote Detail (Roll Call)</i>
Motion-2021-32	Mr. Rigaud moved and Dr. Macedonia seconded a motion to approve the 2022 operating budget with the condition to revisit the budget in October 2021 using the actual numbers from January through September 2021. Motion passed unanimously.	1 st - Rigaud 2 nd – Macedonia Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye



Public Health

Prevent. Promote. Protect.

<i>Action</i>	<i>Motion to Adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2021-33	Mr. Rigaud moved and Chief Crago seconded a motion to adjourn. Motion passed unanimously.	1 st - Rigaud 2 nd - Crago Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud - Aye

There being no further business before the Board, the meeting was adjourned at 7:00 p.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, April 20, 2021 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:



 Mr. Terry Bell, Board President



 Andrew Henry, Health Commissioner

