



**Public Health**  
Prevent. Promote. Protect.

**BOARD OF HEALTH  
MINUTES OF REGULAR MEETING  
November 16, 2021  
8:15 a.m.**

The regular monthly meeting of the Board of Health was held on Tuesday, November 16, 2021 at 8:15 a.m. in the 2<sup>nd</sup> floor community room of the Towers Building located at 500 Market Street, Steubenville, Ohio.

**Board Members Present:**

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

**Staff:**

Andrew Henry, Health Commissioner  
Kelly Wilson, Director of Finance/Administration  
Michele Henry, Administrative Assistant  
Marc Maragos, Director of Environmental  
Stephanie Chester, RN, WIC Director  
Hannah Piko, RN, Director of Nursing  
Carla Gampolo, Registered Sanitarian  
Linda Agresta, Environmental Clerk  
Dr. Mark Kissinger, Medical Director  
Rick Stead, PHEP Coordinator

**Absent:**

**Prosecutor:**

**Guests:**

See sign-in sheet

**CALL TO ORDER**

The meeting was called to order at 8:15 a.m. by Dr. Macedonia, President. The Pledge of Allegiance was recited. All board members were in attendance.

**APPROVAL OF MINUTES**

<i>Action</i>	<i>Motion to accept the October 12, 2021 Minutes of Special Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion-2021-114	Mr. Rigaud moved and Chief Crago seconded a motion to accept the October 12, 2021 Minutes of the Special Meeting.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Crago Bell - Aye Crago - Aye



**Public Health**  
Prevent. Promote. Protect.

	Motion passed unanimously.	Macedonia – Aye Mougianis - Aye Rigaud – Aye
--	----------------------------	--

<i>Action</i>	<i>Motion to accept the October 19, 2021 Minutes of Regular Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2021-115	Mr. Bell moved and Mr. Rigaud seconded a motion to accept the October 19, 2021 Minutes of the Regular Meeting.  Motion passed unanimously.	1 <sup>st</sup> - Bell 2 <sup>nd</sup> – Rigaud Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud - Aye

**October 2021 Revenue Report**

<i>Action</i>	<i>Approval of October’s Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion 2021-116	Mr. Bell moved and Mr. Rigaud seconded a motion to accept October 2021 revenue report.  Motion passed unanimously.	1 <sup>st</sup> - Bell 2 <sup>nd</sup> - Rigaud Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud - Aye

**October 2021 Expense Report**

<i>Action</i>	<i>Approval of October’s Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2021-117	Chief Crago moved and Mr. Bell seconded a motion to accept October 2021 expense report.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud - Aye



**Public Health**  
Prevent. Promote. Protect.

**Personnel**

<i>Action</i>	<i>Motion to Accept the Resignation of Michael Ceraolo Sanitarian in Training effective November 19, 2021.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2021-118	Chief Crago moved and Mr. Bell seconded a motion to accept the resignation of Michael Ceraolo, Sanitarian in Training effective date 11/19/2021.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud - Aye

**Contracts**

Health Commissioner Henry stated the contract with Franciscan University is due to expire the end of November. He has sent emails to two separate individuals and has not received a response to date; his wish is to continue that relationship. The contract is a nurse preceptor contract to shadow our nurses, they help with outreach clinics and in the office.

**Health Commissioner’s Report**

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

**Medical Director’s Report**

Dr. Kissinger stated there were 233 positive cases in the past two weeks. Hospitalizations went from 16 last week to 18 this week. Unfortunately, the hospitalizations are remaining high. Non-vaccinated people are showing more hospitalizations and more deaths. Continue to promote vaccination as it is safe and important.

Where to get covid testing and what is acceptable; PCR tests and proctored rapid testing are needed for further treatment. Monoclonal antibodies within 10 days of symptom onset have shown to be most effective, hence the earlier you seek treatment the better. Merck has a drug awaiting FDA emergency use authorization and Pfizer has one they are going to be submitting. The Merck drug reduces the risk of hospitalization and death by 50% which is a huge number. They both are oral medications given for five days. The delay is caused due to the FDA meeting schedules. The data collection is not changing; they’re just awaiting the FDA to meet to approve.

Quest and Lab Corp have antibody testing available for a charge. The quantitative test will give you an actual number. There are a couple university professors that are offering testing as well.



**Public Health**

Prevent. Promote. Protect.

The higher the antibody number the more resistance to disease you are. To sign up for Franciscan testing please visit [sjm-labs.com](http://sjm-labs.com) we will post this on our website per Dr. Macedonia.

Switching our focus to community access to lab testing, both Trinity and Weirton Medical Center have community testing available which is affordable. If a physician orders lab work and the insurance deductible has not been met it could cost anywhere from \$600 - \$800 for regular screening labs. Trinity has the same thing for \$40.00. Once a week they hold clinics in four different locations, in each of the following counties; Jefferson, Belmont, Harrison and Tuscarawas counties. Weirton Medical Center has multiple locations in Jefferson, Brooke and Hancock counties nearly every day. Toronto High School has a clinic run by Change, Inc. once a month for those in the Toronto area. Family Medical Care in Wintersville has its own group of patients that can obtain their labs there cheaply as well. Access to screening labs for residents are available and they may not be aware these services exist.

Dr. Macedonia expanded on the covid numbers and the hospitalizations and the access to care. Routine procedures were being postponed due to the number of hospitalizations and patients are now presenting with worse symptoms that could've been prevented had their procedure not been postponed. There is a fear with the upcoming holidays and what is going to happen with covid. If Covid was to go away there would still be issues with staffing the hospitals. It is a country wide issue not just here locally.

**Nursing Report**

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

Dr. Macedonia thanked Nurse Piko for breaking down the Chlamydia numbers. He expressed his concern over the amount of cases in the younger age group due to it being a sexually transmitted disease.

The question was raised if we are mixing and matches doses of the vaccine? It is the individual's choice and all three vaccines are normally available at all clinics.

**WIC Report**

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

**Environmental**

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



**Public Health**

Prevent. Promote. Protect.

**Accreditation**

Health Commissioner Henry stated we are archived until next September we will continue preparation for submission. The CHA Assessment is an important part of that and the kick off meeting is this Thursday at 10:00 am. We will break into groups and start that venture with Trinity.

**PHEP**

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

**Correspondence**

No correspondence received.

**Old Business**

Williams – Salem Compressor Station

Health Commissioner Henry read an email he received from Darlene Williamson. A copy of the email is attached hereto and made part of the official minutes.

Terry Bell responded there is ongoing negotiations to purchase the acreage for the booster compressor station. There were only two of the four required signatures to complete the sale. The property has not yet been transferred at the courthouse.

Health Commissioner Henry stated not seeing an option for us to interject here. As far as assistance to them, the board is unable to help until it is medically proven that the compressor stations are actually the cause of their medical issues. Health Commissioner Henry will consult our legal counsel for their opinion on how we can help.

The original compressor station is approximately 40 acres and the booster station will be approx. 2 acres. If Williams is meeting the EPA standards there is really nothing the Health Department can do, as they are in compliance.

Mr. Rigaud stated he reached out to the university and to Dr. Chris Payne who is an assistant professor of biology. Dr. Payne will be reaching out to Ms. Williamson and Dr. Gorby to help with the monitoring stations using university students.



**Public Health**  
Prevent. Promote. Protect.

**New Business**

Sale of Old Medical Trailer and Old Cargo Trailer:

Health Commissioner Henry asked the board for permission to open the bidding process for the old Medical Trailer replaced by the WOW and the Cargo Trailer replaced by the new utility trailer. Health Commissioner Henry stated we would sell these two vehicles to reduce our fleet of vehicles. Health Commissioner Henry reached out to a dealership for an appraisal on the medical trailer which came in at \$10,000.00. The Cargo trailer is old and dated and needs some work so Health Commissioner Henry would say a \$500.00 starting bid would be fair.

The Health Department would hold a two-week public bidding process with minimum bids established by the board and both units would be sold "As Is".

<i><b>Action</b></i>	<i><b>Motion to Open the Bidding Process for the Medical Trailer with a minimum bid of \$10,000.00.</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion – 2021-119	Mr. Bell moved and Mr. Rigaud seconded a motion to open the bidding process for the medical trailer with a minimum bid of \$10,000.00.  Motion passed unanimously.	1 <sup>st</sup> - Bell 2 <sup>nd</sup> - Rigaud Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

<i><b>Action</b></i>	<i><b>Motion to Open the Bidding Process for the Cargo Trailer with a minimum bid of \$500.00.</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion – 2021-120	Mr. Rigaud moved and Mr. Bell seconded a motion to open the bidding process for the cargo trailer with a minimum bid of \$500.00.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

Covid 19 Grant Desk Audit Results:

Kelly Wilson stated that the audit went well for the most part. There are no monies that will be required to be returned to ODH. However, as expected there was a finding that will require an action plan within 30 days for time tracking. Kelly Wilson mentioned that when she was preparing the materials required to be submitted for the audit, she pointed out to the Health Commissioner that we did not have any time tracking sheets. Kelly believes some of it was due





**Public Health**

Prevent. Promote. Protect.

to being overwhelmed with Covid duties by staff, but the other part was that prior administration didn't have a good understanding of grant requirements.

End of Year Adjustments:

Kelly Wilson stated she would like to wait until the November reports were finalized before preparing the end of year adjustments to be approved by the board. Kelly Wilson was unsure of how the board wished to handle approving the required adjustments. The board would allow an advance which is temporary amongst the funds so that no fund would be showing a negative balance at the end of the year. Kelly pointed out that the advance is temporary and must be repaid within the year and stated a transfer is definite.

The Board asked to table end of year adjustments until the December meeting.

Final Adjustments 2021 Appropriations:

Health Commissioner Henry spoke of the attachment each board member should have dated 11/1/2021. The next to the last column which is pink in color shows \$150,339.93 in additional monies being appropriated. Total revised appropriations are \$3,466,903.70. In order to avoid any audit findings, we cannot have any line item showing a negative balance.

Dr. Macedonia questioned where the money would come from. Kelly Wilson explained that most of the expenditures are covid-19 grant related and/or money that's coming in and then being sent back out. Everything goes into fund 4 at the County level and then we have to break it down to our individual health department funds. Kelly Wilson also stated she estimated high to make sure that we are covered.

<i>Action</i>	<i>Motion to approve the final 2021 Appropriation Adjustments.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2021-121	Chief Crago moved and Mr. Bell seconded a motion to approve the final 2021 appropriation adjustments.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

**Public Participation**

No public participation



**Public Health**  
Prevent. Promote. Protect.

<i><b>Action</b></i>	<i><b>Motion to Enter into Executive Session</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion – 2021-122	Chief Crago moved and Mr. Bell seconded a motion to enter into executive session and asked that Health Commissioner Andrew Henry, Kelly Wilson and Michele Henry stay for executive session.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

<i><b>Action</b></i>	<i><b>Motion to Return to Regular Session</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion – 2021-123	Mr. Bell moved and Mr. Mougianis seconded a motion to return to regular session.  Motion passed unanimously.	1 <sup>st</sup> - Bell 2 <sup>nd</sup> - Mougianis Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

<i><b>Action</b></i>	<i><b>Motion to eliminate the bullet point “the personal days may not be used before or after a paid holiday”, making it retroactive to cover all of 2020 and 2021.</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion – 2021-124	Mr. Rigaud moved and Chief Crago seconded a Motion to eliminate the bullet point “the personal days may not be used before or after a paid holiday”, making it retroactive to cover all of 2020 and 2021.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Crago Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

<i><b>Action</b></i>	<i><b>Motion to approve one week (40 hours) of vacation carryover from 2021 to 2022 for Health Commissioner Andrew Henry and Kelly Wilson, Director of Finance and Admin. This is in accordance with Vacation policy approved November 19, 2019.</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion – 2021-125	Mr. Rigaud moved and Mr. Bell seconded a Motion to approve one week (40 hours) of vacation carryover from 2021 to 2022 for Health Commissioner Andrew Henry and Kelly Wilson, Director of Finance and	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye





**Public Health**

Prevent. Promote. Protect.

	Admin. This is in accordance with Vacation policy approved November 19, 2019.  Motion passed unanimously.	Mougianis - Aye Rigaud – Aye
--	---	---------------------------------

<b>Action</b>	<b><i>Motion to approve a one-time compensatory time payout to Kelly Wilson since assuming her current role as Director of Finance and Administration on 4/5/21. This will be covered by Covid-19 grant funds.</i></b>	<b><i>Vote Detail (Roll Call)</i></b>
Motion – 2021-126	Mr. Rigaud moved and Mr. Bell seconded a Motion to approve a one-time compensatory time payout to Kelly Wilson since assuming her current role as Director of Finance and Administration on 4/5/21. This will be covered by Covid-19 grant funds.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

<b>Action</b>	<b><i>Motion to approve one-time bonus incentive for time worked during pandemic from March 1, 2020 through October 31, 2021 based on number of days worked through the period. Amounts based on maximum of \$500 for full time employees and \$250 for part-time employees. All costs for this bonus are built in to the Public Health Workforce Grant.</i></b>	<b><i>Vote Detail (Roll Call)</i></b>
Motion – 2021-127	Mr. Rigaud moved and Mr. Bell seconded a Motion to approve one-time bonus incentive for time worked during pandemic from March 1, 2020 through October 31, 2021 based on number of days worked through the period. Amounts based on maximum of \$500 for full time employees and \$250 for part-time employees. All costs for this bonus are built in to the Public Health Workforce Grant.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

<b>Action</b>	<b><i>Motion to approve a training incentive for all full and part-time employees. \$750 for directors and above and \$375 for all other employees to be used before 6/2023. All costs are built in to the Public Health Workforce Grant.</i></b>	<b><i>Vote Detail (Roll Call)</i></b>
---------------	---	---------------------------------------



**Public Health**

Prevent. Promote. Protect.

Motion – 2021-128	Mr. Rigaud moved and Mr. Bell seconded a Motion to approve a training incentive for all full and part-time employees. \$750 for directors and above and \$375 for all other employees to be used by 6/2023. All costs are built in to the Public Health Workforce Grant.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye
-------------------	--	---

<i>Action</i>	<i>Motion to adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2021-129	Mr. Rigaud moved and Chief Crago seconded a motion to adjourn.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Crago Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

There being no further business before the Board, the meeting was adjourned at 10:45 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, December 21, 2021 at 8:15 a.m. in the Trumbull Towers Building, 2<sup>nd</sup> Floor.

**ATTESTED:**

  
 \_\_\_\_\_  
 Dr. Patrick H. Macedonia, Board President

  
 \_\_\_\_\_  
 Andrew Henry, Health Commissioner