



# JEFFERSON COUNTY General Health District

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## BOARD OF HEALTH MINUTES OF REGULAR MEETING

April 18, 2022

8:15 a.m.

The regular monthly meeting of the Board of Health was held on Monday, April 18, 2022 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, President  
Patrick Macedonia, M.D,  
Anthony Mougianis  
Jean-Philippe Rigaud, Vice-President

### 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  
Carla Gampolo, Registered Sanitarian  
Rick Stead, PHEP Coordinator  
Hannah Piko, Nursing Director  
Linda Agresta, Environmental Clerk  
Dr. Mark Kissinger, Medical Director

### Absent:

### Prosecutor:

### Guests:

See sign-in sheet

## CALL TO ORDER

The meeting was called to order at 8:18 a.m. by Chief Clark Crago, President. All board members were in attendance.

## APPROVAL OF MINUTES

<i>Action</i>	<i>Motion to accept the March 15, 2022 Minutes of Regular Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion-2022-40	Mr. Rigaud moved and Mr. Bell seconded a motion to accept the March 15, 2022 Minutes of the Regular Meeting.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago - Aye Macedonia - Aye



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		Mougianis - Aye Rigaud - Aye
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<i><b>Action</b></i>	<i><b>Motion to accept the March 21, 2022 Minutes of Special Meeting.</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion-2022-41	Mr. Rigaud moved and Dr. Macedonia seconded a motion to accept the March 21, 2022 Minutes of the Special Meeting.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Macedonia Bell - Aye Crago - Aye Macedonia - Aye Mougianis - Aye Rigaud - Aye

<i><b>Action</b></i>	<i><b>Motion to accept the March 28, 2022 Minutes of Special Meeting.</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion-2022-42	Mr. Rigaud moved and Dr. Macedonia seconded a motion to accept the March 28, 2022 Minutes of the Special Meeting.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Macedonia Bell - Aye Crago - Aye Macedonia - Aye Mougianis - Aye Rigaud - Aye

### March 2022 Revenue Report

<i><b>Action</b></i>	<i><b>Approval of March's Revenue Report</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion - 2022-43	Dr. Macedonia moved and Mr. Bell seconded a motion to accept March 2022 revenue report.  Motion passed unanimously.	1 <sup>st</sup> - Macedonia 2 <sup>nd</sup> - Bell Bell - Aye Crago - Aye Macedonia - Aye Mougianis - Aye Rigaud - Aye

### March 2022 Expense Report

<i><b>Action</b></i>	<i><b>Approval of March's Expense Report</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion - 2022-44	Mr. Rigaud moved and Dr. Macedonia seconded a motion to accept March 2022 expense report.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Macedonia Bell - Aye Crago - Aye



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		Macedonia – Aye Mougianis - Aye Rigaud - Aye
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### Determination of Report Formats

Kelly Wilson, Fiscal Director has provided different formats for the financial information that has been asked of her in the past few months. Health Commissioner Henry would like the board to choose which format the board prefers to receive each month.

<i>Action</i>	<i>Motion to Postpone Choosing the New Report Format to May Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-45	Dr. Macedonia moved and Mr. Rigaud seconded a motion to postpone choosing the new report format to May meeting.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> - Rigaud Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

**Personnel - none**

**Travel Requests – none**

**Contracts**

Health Commissioner Henry believes we are making progress on the solid waste invoicing for the services we provide to them. In order for us to receive payment for the invoices, we need to have a contract in place. Health Commissioner Henry stated he would like to sign the Solid Waste Authority contract for 2022 with the \$80,000.00 cap so that we could begin getting paid for the services already performed.

We've not received a lot of communication back on the board's request to increase the contract cap to \$100,000.00.

<i>Action</i>	<i>Motion to authorize the Health Commissioner to work with the JB Green Team on the Solid Waste Contract to have Language Added to the Contract to Allow for Re-Negotiation Should Expenses Exceed the \$80,000.00 Cap Limit.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-46	Mr. Bell moved and Dr. Macedonia seconded a motion to authorize the Health Commissioner to work with the	1 <sup>st</sup> - Bell 2 <sup>nd</sup> - Macedonia



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	<p>JB Green Team on the Solid Waste Contract to have language added to the contract to allow for re-negotiation should expenses exceed the \$80,000.00 cap limit.</p> <p>Motion passed unanimously.</p>	<p>Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye</p>
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Dr. Macedonia asked permission to speak to Scott Fabian. Permission granted by President Chief Crago.

### Adoption of Forms/Policies

#### Overdraft/Returned Check Fee Policy:

Health Commissioner Henry stated the policy presented is a standard policy and would allow us to charge a \$30.00 fee to individuals and/or companies for a check returned by a bank for any reason.

<i>Action</i>	<i>Motion to accept the overdraft/returned check fee policy as written.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-47	<p>Mr. Rigaud moved and Mr. Bell seconded a motion to accept the overdraft/returned check fee policy as written.</p> <p>Motion passed unanimously.</p>	<p>1<sup>st</sup> - Rigaud 2<sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye</p>

### Purchase Orders over \$5000 - None

### 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 April is Minority Health Month. As a community, we need to assess the disparities and find out where they exist and find ways to increase access to health care for the at risk populations.



# **JEFFERSON COUNTY General Health District**

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The BA2 variant of Covid is around but we are not seeing an increase in hospitalizations at this time. The positivity rate has been very low in Ohio.

## **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.

## **Environmental**

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

The board asked that Health Commissioner Henry provide an update to the public in his next news interview concerning Cross Ridge Landfill.

## **Accreditation**

Health Commissioner Henry stated we are finishing up the CHA and will begin work on the CHIP in the near future.

## **PHEP**

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

## **Correspondence – None**

## **Committee Reports- None**

Administration – JP Rigaud reported he has been in contact with the county commissioners and there will be additional tenants renting space. They will be meeting with Social Security on Thursday for the signing. Once that is finalized they would like to meet as a committee to discuss security measures for the building.

## **Old Business**

Overdose Fatality Review Committee:



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Health Commissioner Henry spoke to the county commissioners following our last meeting and they are in support of the overdose fatality review committee. He has received several calls from law enforcement and the prevention and recovery board that they are interested in partnering.

We will have good representation on the committee. As for a timeline on this committee, 2021 overdoses were due April 1, 2022. Our committee will start with reviewing of the 2022 overdoses. Health Commissioner Henry will be contacting the members of the committee in the coming weeks to set up a kick off meeting.

Dr. Macedonia asked if we had the statistics from the Emergency room on overdose cases. Health Commissioner Henry stated we only have vital statistics data from death certificates at this point. Clark Crago also said that EMS departments would have cases as well.

## **New Business**

### Food Service – Operating without a license:

Health Commissioner Henry stated there were a couple establishments that were non-compliant with sending in their license fees. They were sent a letter with a deadline to pay or their license would be suspended. All the establishments complied with the letter and all are paid.

### 2022 Mosquito Grant:

Health Commissioner Henry wanted to let the board know that we were once again awarded the Mosquito Grant for 2022.

### Applications for Medical Director:

Health Commissioner Henry stated he has received two applications for the Medical Director position. He will set up an evening for the two applicants to come in to be interviewed. The interviews will be scheduled from 5:00 pm to 7:00 pm. Each applicant will have 45 minutes and then 15 minutes for quick discussion/evaluation by the board. The Health Commissioner and the Director of Nursing will be part of the interview process.

## **Public Participation – none**



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## Executive Session

<b>Action</b>	<b>Motion to Enter Executive Session</b>	<b>Vote Detail (Roll Call)</b>
Motion – 2022-48	Mr. Rigaud moved and Mr. Bell seconded a motion to enter into executive session to discuss personnel matters.  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>Motion to Return to Regular Session</b>	<b>Vote Detail (Roll Call)</b>
Motion – 2022-49	Mr. Rigaud moved and Mr. Bell seconded a motion to return to regular session.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

No action taken in executive session. Just continue the process of review of the Health Commissioner, Andrew Henry's evaluation. Clark Crago and JP Rigaud to meet with Andrew to discuss his performance evaluation.

JP Rigaud asked that Health Commissioner Henry canvas other state boards to see if there is an evaluation form for the staff to evaluate the board members.

<b>Action</b>	<b>Motion to adjourn</b>	<b>Vote Detail (Roll Call)</b>
Motion – 2022-50	Mr. Rigaud moved and Mr. Bell seconded a motion to adjourn.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye



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There being no further business before the Board, the meeting was adjourned at 9:36 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, May 17, 2022 at 8:15 a.m. in the Trumbull Towers Building, 2<sup>nd</sup> Floor.

**ATTESTED:**

  
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Chief Clark Crago, Board President

  
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Andrew Henry, Health Commissioner