



# JEFFERSON COUNTY General Health District

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**BOARD OF HEALTH  
MINUTES OF REGULAR MEETING  
May 17, 2022  
8:15 a.m.**

The regular monthly meeting of the Board of Health was held on Tuesday, May 17, 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  
Hannah Piko, Director of Nursing  
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 8:15 a.m. by Chief Clark Crago, President. The Pledge of Allegiance was recited. Roll call was taken and all board members were in attendance.

**APPROVAL OF MINUTES**

| <i>Action</i>  | <i>Motion to accept the April 18, 2022 Minutes of the Annual Reorganizational Meeting.</i>                                   | <i>Vote Detail (Roll Call)</i>   |
|----------------|--|--|
| Motion-2022-54 | Mr. Rigaud moved and Mr. Bell seconded a motion to accept the April 18, 2022 Minutes of the Annual Reorganizational Meeting. | 1 <sup>st</sup> - Rigaud<br>2 <sup>nd</sup> - Bell<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye |



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|--|----------------------------|---------------------------------|
|  | Motion passed unanimously. | Mougianis - Aye<br>Rigaud – Aye |
|--|----------------------------|---------------------------------|

| <i><b>Action</b></i> | <i><b>Motion to accept the April 18, 2022 Minutes of the Regular Meeting.</b></i>   | <i><b>Vote Detail (Roll Call)</b></i>  |
|----------------------|---|--|
| Motion-2022-55       | Mr. Bell moved and Dr. Macedonia seconded a motion to accept the April 18, 2022 Minutes of the Regular Meeting.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Bell<br>2 <sup>nd</sup> - Macedonia<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye<br>Mougianis - Aye<br>Rigaud – Aye |

| <i><b>Action</b></i> | <i><b>Motion to accept the May 5, 2022 Minutes of the Special Meeting.</b></i>   | <i><b>Vote Detail (Roll Call)</b></i>  |
|----------------------|--|--|
| Motion-2022-56       | Mr. Mougianis moved and Mr. Bell seconded a motion to accept the May 5, 2022 Minutes of the Special Meeting.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Mougianis<br>2 <sup>nd</sup> - Bell<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye<br>Mougianis - Aye<br>Rigaud – Aye |

### April 2022 Revenue Report

| <i><b>Action</b></i> | <i><b>Approval of April's Revenue Report</b></i>   | <i><b>Vote Detail (Roll Call)</b></i>   |
|----------------------|--|---|
| Motion – 2022-57     | Mr. Rigaud moved and Mr. Bell seconded a motion to accept April 2022 revenue report.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Rigaud<br>2 <sup>nd</sup> - Bell<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye<br>Mougianis - Aye<br>Rigaud - Aye |

### April 2022 Expense Report

| <i><b>Action</b></i> | <i><b>Approval of April's Expense Report</b></i>  | <i><b>Vote Detail (Roll Call)</b></i>  |
|----------------------|---|--|
| Motion – 2022-58     | Mr. Mougianis moved and Mr. Bell seconded a motion to accept April 2022 expense report.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Mougianis<br>2 <sup>nd</sup> – Bell<br>Bell - Aye<br>Crago – Aye |



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|  |  | Macedonia – Aye<br>Mougianis - Aye<br>Rigaud - Aye |
|--|--|--|

### Determination of Report Formats

Kelly Wilson, Fiscal Director has been providing different formats of the financial information to the board for the past few months. Ms. Wilson has submitted the report requested by Dr. Macedonia highlighting the revenue and expenses; she has since added the budgeted amounts compared to the percentages of monies spent to date to that report as well. She now feels there is duplicate information being provided and would like the board to choose which format they prefer her to include in the monthly board packet. Dr. Macedonia stated he is very excited and is very happy with all the reports. Kelly Wilson said she would prefer they get the report by expense type as it is detailed to show what is being spent and for what it was spent.

| <i><b>Action</b></i> | <i><b>Motion to Eliminate the Separate Receipt and Expense Reports from the Monthly Board Reports in Compliance with the State Auditors Request.</b></i>   | <i><b>Vote Detail (Roll Call)</b></i>   |
|----------------------|--|---|
| Motion –<br>2022-59  | Mr. Rigaud moved and Mr. Bell seconded a motion to eliminate the separate receipt and expense reports from the monthly board reports in compliance with the State Auditor’s request.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Rigaud<br>2 <sup>nd</sup> - Bell<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye<br>Mougianis - Aye<br>Rigaud – Aye |

### Personnel

Angela Kirtdoll-Bates has resigned effective June 1, 2022. The RadX Grant will be ending soon. She was a major asset and her leaving will be a huge loss to the department.

| <i><b>Action</b></i> | <i><b>Motion to Accept the Resignation of Angela Kirtdoll-Bates, Community Health Worker RADX Grant.</b></i>   | <i><b>Vote Detail (Roll Call)</b></i>  |
|----------------------|--|--|
| Motion –<br>2022-60  | Mr. Rigaud moved and Dr. Macedonia seconded a motion to accept the resignation of Angela Kirtdoll-Bates, Community Health Worker RADX Grant.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Rigaud<br>2 <sup>nd</sup> - Macedonia<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye<br>Mougianis - Aye |



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|  |  | Rigaud – Aye |
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**Travel Requests – none**

**Contracts - none**

**Adoption of Forms/Policies - none**

**Purchase Orders over \$5000**

| <i><b>Action</b></i> | <i><b>Motion to Approve Mosquito Grant Supplies<br/>Purchase Order Over \$5,000.00</b></i>  | <i><b>Vote Detail (Roll Call)</b></i>  |
|----------------------|---|--|
| Motion –<br>2022-61  | Mr. Rigaud moved and Dr. Macedonia seconded a motion to approve Mosquito Grant Supplies Purchase Order over \$5,000.00.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Rigaud<br>2 <sup>nd</sup> - Macedonia<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye<br>Mougianis - Aye<br>Rigaud – Aye |

### **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 spoke about questions he’s been asked recently. There are still a lot of questions about Covid. Yes, we have infections up slightly, but not majorly. There has not been a big increase in hospitalizations. We have good testing and good treatments for Covid now. Reminder, if you do test positive for Covid, you must let your physician know early in order to receive treatment. The antiviral medication must be ordered within five days of symptom onset.

We have seen an increase in hospitalizations due to diabetes, heart disease and others and complications from those problems. These are the primary cause of death and fatalities in our communities.

The biggest risks we still face is lifestyle choices, primarily smoking, excess of alcohol, inactivity, unhealthy eating, obesity and narcotic abuse. These things all lead to an increase in cancer, heart disease and diabetes which means we have increased deaths and increased costs.

We need to utilize the expertise on healthy eating and healthy lifestyles.



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In talking about the health consequences of landfills in general, most research shows the risk of exposure is of people who lived within 3 miles of a landfill. The increased health risks identified are lung cancer, and other cancers and also an increase in hospitalizations in children for respiratory disease. Most landfills are located in poorer communities where people are already at risk for poor health.

The risk from the water runoff from those sites is; if it's drunk or touched there is an increased risk of stomach cancers, fertility and pregnancy problems.

Terry Bell stated approximately 8-10 years ago the Ohio Department of Natural Resources did test the water associated with the landfill site. To Mr. Bell's knowledge, the report from the test of the fish they killed has never been made public which leaves him to ask why not.

Dr. Macedonia reported on the Covid reporting system that is used by Trinity Health System as compared to the JCGHD. There is two ways to look at the numbers, the occurrence rate and the transmission rate. The occurrence rate is what is used at JCGHD it gives total amount of cases and includes hospitalization and Trinity (Common Spirit) uses the transmission rate based on number of cases plus the positivity of the testing. Dr. Macedonia wanted to clarify so the public knows why there may be a difference in what Trinity and the Health Department are reporting.

## **Nursing Report**

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

Dr. Macedonia asked about the schedule for the WOW van. Health Commissioner Henry stated it will be out at the upcoming events: Timet Health Fair June 10, Millsop Health Fair June 11, and Jaquan Lavender Foundation Day June 25.

## **WIC Report**

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

Dr. Macedonia stated the formula shortage is not due only to a supply chain issue. There was a contamination in a site where Abbott formula was made and the CDC put a stop to production in that plant.

## **Environmental**

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

Health Commissioner Henry stated that the Attorney General's Office requested that the board of health not accompany the EPA on the quarterly investigation. Dr. Macedonia feels we should



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respond with why, what is the conflict. The environmental team has the authority to conduct the inspections quarterly and those are performed.

Dr. Macedonia suggested that the packet that was given to the coordinators of First Friday's also be given to all other surrounding event coordinators to make sure the process is consistent with every event.

### Accreditation

Health Commissioner Henry stated we are finishing up the CHA and will be selecting our priorities for our community health assessment to address. We will be refining policy and procedures in the upcoming months that will be brought to the board for approval.

### PHEP

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

### Correspondence

Three letters were received from Mr. Michael Vukelic, Health Commissioner Henry read the first letter out loud as each letter was the same. In summary, Health Commissioner Henry stated this individual has a loved one who he feels the death was improperly classified on their death certificate and that we have improper death records here. The health department doesn't not determine the cause of death of an individual. We house the vital statistics which includes the cause of death. It is not in our authority to investigate an individual's passing.

Clark Crago stated this death was in February of 2007. There is no investigation ongoing by the coroner's office, however, do we want to contact Job and Family Services for Adult Protective Services? Health Commissioner Henry stated he will reach out to them.

Dr. Macedonia would like to acknowledge the writer of those letters to let them know it was read and discussed.

| <i>Action</i>    | <i>Motion to Acknowledge Receipt of the Letters from Michael Vukelic That Were Read at the Public Meeting, and Authorize the Health Commissioner to Notify Mr. Vukelic by Letter.</i>                                      | <i>Vote Detail (Roll Call)</i>  |
|------------------|--|---|
| Motion – 2022-62 | Mr. Bell moved and Dr. Macedonia seconded a motion to acknowledge receipt of the letters from Michael Vukelic that were read at the public meeting, and authorize the Health Commissioner to notify Mr. Vukelic by letter. | 1 <sup>st</sup> - Bell<br>2 <sup>nd</sup> - Macedonia<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye |



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|--|----------------------------|---------------------------------|
|  | Motion passed unanimously. | Mougianis - Aye<br>Rigaud – Aye |
|--|----------------------------|---------------------------------|

### Committee Reports

Environmental- Mr. Bell stated in the Appalachian Valley which we are a part of, there are 12 active drilling rigs, 5 of which are in Jefferson County.

Administration – JP Rigaud reported he has been in contact with county commissioner Morelli and there is a signing for the Social Security Office this Thursday. Once signed he would like to meet as a sub-committee to discuss security measures for the building.

Personnel – Mr. Mougianis announced we are actively looking for the replacement for Dr. Kissinger and we have yet to make a decision.

### Old Business

#### Update on Negotiated Contracts:

Both the Steubenville and Toronto City Contracts have been approved at a per capita rate of \$5.00. We are in the process of obtaining signatures on both contracts.

The Solid Waste Authority has agreed to add the language to have the ability to renegotiate the contract should we reach the \$80,000.00 cap to our contract.

### New Business

#### Dates for 2023 Board of Health Meetings:

The board agreed unanimously to keep the monthly board meetings the third Tuesday of the Month at 8:15 am. in the Trumbull Towers Building 2<sup>nd</sup> Floor.

| <i>Action</i>    | <i>Motion to Keep the Monthly Meetings the Third Tuesday of Each Month at 8:15 am.</i>  | <i>Vote Detail (Roll Call)</i>   |
|------------------|---|--|
| Motion – 2022-63 | Mr. Bell moved and Mr. Mougianis seconded a motion to keep the monthly meetings the third Tuesday of each month at 8:15 am.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Bell<br>2 <sup>nd</sup> - Mougianis<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye<br>Mougianis - Aye<br>Rigaud – Aye |



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## Community Health Assessment Priorities:

Health Commissioner Henry met with the directors to discuss the results of the Community Health Assessment (CHA). In review of the CHA it was determined that the following four items be the focused priorities for the next few years.

- 1) Maternal Child Health
- 2) Substance Abuse and Mental Health
- 3) Environmental Health
- 4) Healthy Lifestyles

President, Clark Crago asked about the completion date of the CHA. Health Commissioner Henry stated the CHA should be completed by the end of June 2022 and the Community Health Improvement Plan should be ready shortly thereafter, hopefully by the end of August. The Order of the priorities are in no particular order. They will all be addressed equally with the same amount of attention.

## Fees for Operating Without a License:

Any new food establishment that opens without obtaining the proper food license will be subject to a fee. Carla Gampolo stated she prides the environmental division on working hand and hand with these individuals. We go out and do consultations, complimentary inspections prior to their regular inspections, and give them our packets. We walk them through everything, but we still have those who slip through the cracks for some reason and are either making and selling prepared foods or selling retail foods without a license. We would just like a way for us to curb this from happening. We want everyone to be licensed and make sure they are following Ohio rules and regulations. Dr. Macedonia questioned the amount being proposed. He would like it to be a higher penalty. If everyone else follows the rules and gets their licenses, then everyone needs to do the same. Dr. Kissinger suggested they get fined the cost of a license.

Dr. Macedonia suggested that we notify them that they are in violation when it is brought to our attention. Let them know if it is not corrected then they be fined \$300.00.

Ms. Gampolo again stated she doesn't want to deter them, we just want them to understand that there is a process that they need to go through prior to opening. If someone comes in with plans, Carla contacts Mr. Bodo or Mr. Spragg with the State to make them aware so they are able to conduct their building inspections. They must go through the Department of Commerce or building inspection in Steubenville City first, a fire inspection, and if they change any plumbing they must have a plumbing inspection. All the steps must be completed prior to Carla conducting the final inspection to issue the food license All of this is part of the food packets that we have made up and hand out. Some vendors don't realize that they need a food license as well.





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The food industry is very close knit and once a fine would be imposed, word would spread quickly and they will all know that they can't do this anymore. This fine would be used to get those people who don't want to follow the rules to keep the community safe.

Mr. Mougianis stated we have an obligation to the public and this community to ensure their safety so he is in agreement with the fee to make those individuals comply.

Carla Gampolo will draft a policy and bring to the June Meeting for the board's approval.

### Public Participation

Healing Communities Study group attended to introduce themselves and to let us know what they are providing here in Jefferson County.

Ashley Wilson, Community Engagement Facilitator from the study explained the goal of the group. We are conducting a research study out of the Ohio State University and our goal is to decrease the opioid deaths by 40%. We are meeting with different community members and conducting listening tours. We would love to sit down with any community organizations or community members to get their opinions of what we can do within the county to decrease these deaths. Starting July 1<sup>st</sup> we will be able to release more information to everyone and start to implement some of the suggestions that were obtained through the listening tours. Business cards were left for anyone wanting to reach out to them.

Jefferson County was awarded a grant called Jefferson County Scope and TEMS is the coordinator of the EMS data portion. Data will be collected from all EMS in the county and compiled. Through the grant they are providing Narcan to agencies that are administering it. Each agency will receive a tablet and we are getting live data from all calls they answer. (If it's drug related, if so, how much narcan was used) Part of the grant is follow-up contact with the individual/s that the Narcan was administered to.

### Executive Session

| <i>Action</i>    | <i>Motion to Enter Executive Session</i>  | <i>Vote Detail (Roll Call)</i>   |
|------------------|---|--|
| Motion – 2022-64 | Mr. Rigaud moved and Mr. Mougianis seconded a motion to enter into executive session to discuss Health Commissioner Salary and Medical Director hiring process. Request Attorney Shawn Blake and Health Commissioner Henry to stay for executive session.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Rigaud<br>2 <sup>nd</sup> - Mougianis<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye<br>Mougianis - Aye<br>Rigaud – Aye |



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| <i><b>Action</b></i> | <i><b>Motion to Return to Regular Session</b></i>   | <i><b>Vote Detail (Roll Call)</b></i>   |
|----------------------|---|---|
| Motion – 2022-65     | Mr. Rigaud moved and Mr. Bell seconded a motion to return to regular session.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Rigaud<br>2 <sup>nd</sup> - Bell<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye<br>Mougianis - Aye<br>Rigaud – Aye |

No action taken in executive session concerning the Medical Director, just continue the Medical Director hiring process. As to the discussion of the salary of the Health Commissioner please see motion below. Vacation weeks cannot be used consecutively; two weeks' maximum.

| <i><b>Action</b></i> | <i><b>Motion for Attorney Shawn Blake to Amend Andrew Henry's Contract Which Would Change his Salary to \$95,000.00 and add one Additional Week of Vacation to be Effective in the Next Pay Period.</b></i>   | <i><b>Vote Detail (Roll Call)</b></i>  |
|----------------------|---|--|
| Motion – 2022-66     | Mr. Rigaud moved and Dr. Macedonia seconded a motion for Attorney Shawn Blake to amend Andrew Henry's Contract which would change his salary to \$95,000.00 and add one additional week of vacation to be effective in the next pay period.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Rigaud<br>2 <sup>nd</sup> - Macedonia<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye<br>Mougianis - Aye<br>Rigaud – Aye |

JP Rigaud stated we can't thank Andrew enough for his service in coming in when he did to be able to guide and assist us as a board in our service and to the employees. You have created a team environment here and you have made being a board member that much more enjoyable.

Mr. Mougianis also thanked Kelly Wilson and Michele Henry as two key people. He stated he has learned a lot in 40 years of business and that is you need a good leader, but if you have unwilling teams you aren't going anywhere. We have a beautiful chemistry now and we thank you two especially because you are the key players.

| <i><b>Action</b></i> | <i><b>Motion to adjourn</b></i>  | <i><b>Vote Detail (Roll Call)</b></i>   |
|----------------------|--|---|
| Motion – 2022-67     | Dr. Macedonia moved and Mr. Bell seconded a motion to adjourn.<br><br>Motion passed unanimously. | 1 <sup>st</sup> - Macedonia<br>2 <sup>nd</sup> - Bell<br>Bell - Aye<br>Crago – Aye<br>Macedonia – Aye |



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|  |  | Mougianis - Aye<br>Rigaud - Aye |
|--|--|---------------------------------|

There being no further business before the Board, the meeting was adjourned at 10:35 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, June 21, 2022 at 8:15 a.m. in the Trumbull Towers Building, 2<sup>nd</sup> Floor.

**ATTESTED:**

  
Chief Clark Crago, Board President

  
Andrew Henry, Health Commissioner