



# JEFFERSON COUNTY General Health District

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## BOARD OF HEALTH MINUTES OF REGULAR MEETING

June 27, 2022

8:15 a.m.

The regular monthly meeting of the Board of Health was held on Monday, June 27, 2022 at 8:15 a.m. in the 2<sup>nd</sup> floor Bruce Misselwitz room of the Towers Building located at 500 Market Street, Steubenville, Ohio.

### Board Members Present:

Terry Bell  
Chief Clark J. Crago, President  
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  
Rick Stead, PHEP  
Dr. Jane Culp, Medical Director

**Absent:** Patrick Macedonia, M.D.

### 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 except for Dr. Patrick Macedonia whose absence was excused.

## APPROVAL OF MINUTES

<i>Action</i>	<i>Motion to accept the May 17, 2022 Minutes of the Regular Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion-2022-72	Mr. Mougianis moved and Mr. Rigaud seconded a motion to accept the May 17, 2022 Minutes of the Regular Meeting.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> - Rigaud Bell - Aye



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	Motion passed unanimously.	Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye
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<i>Action</i>	<i>Motion to accept the May 19, 2022 Minutes of the Special Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion-2022-73	Mr. Mougianis moved and Mr. Bell seconded a motion to accept the May 19, 2022 Minutes of the Special Meeting.  Motion passed unanimously.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye

## May 2022 Revenue Report

<i>Action</i>	<i>Approval of May's Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-74	Mr. Rigaud moved and Mr. Bell seconded a motion to accept May 2022 revenue report.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

Fiscal Director, Kelly Wilson stated we got the approval from the State of Ohio Tax Commissioner to do the transfers that the Board approved previously. A \$263,000.00 transfer from CD& D to the Nursing Division; \$30,000.00 from CD&D to Solid Waste and \$48,547.73 from the Plumbing Fund to the Accreditation Fund. Ten cents (.10) from the old car seat fund was transferred to the General Fund. In September, Kelly will be bringing other items to the board for their approval to approach the Tax Commission to transfer into the General Fund as well.

Terry Bell asked if the transfer that was made to the Nursing Division would be enough to cover nursing until the end of the year 2022. Kelly Wilson stated no, if you look at the end of year balance from 2021 the transfer made was to cover the deficit from 2021.

Kelly also stated there will need to be transfers made prior to the end of the year as one of the state's requirements is, you cannot end the year with a negative balance. The Health Department



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has ended with a negative balance that past few years. This will need to be corrected by the end of the year. Roll Call taken all present were in agreement.

## May 2022 Expense Report

<i>Action</i>	<i>Approval of May's Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-75	Mr. Rigaud moved and Mr. Bell seconded a motion to accept May 2022 expense report.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> – Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

## Personnel

Kim Slivka, FT RN has resigned effective June 24, 2022.

Kortney Slussar, FT RN has resigned effective June 27, 2022 Last day worked was June 21, 2022.

Terry Bell asked what the ideal nursing staff number would be? Hannah Piko, DON responded either two full-time nurses or one full-time and two part-time nurses. The advertisement is for two full time nurses, but we are open to the possibility of one full time and two part time nurses. Terry Bell stated this is one department that must have the staff to perform all that they do.

<i>Action</i>	<i>Motion to Accept the Resignations of Kim Slivka and Kortney Slussar.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-76	Mr. Rigaud moved and Mr. Bell seconded a motion to accept the resignations of Kim Slivka and Kortney Slussar.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye

Rachel Shorac has been with the department for some time. She originally started as a contact tracer in the height of the pandemic. She then transferred into a community health worker under the RadX grant. Rachel has been working on her Medical Assistant Certificate from Eastern Gateway.



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She is about to finish the program and we would like to retain her as a Medical Assistant under the Public Health Workforce Grant. This will be a totally grant funded position.

<i><b>Action</b></i>	<i><b>Motion to Accept the Hiring of Rachel Shorac as PT Medical Assistant under the Public Health Workforce Grant.</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion – 2022-77	Mr. Rigaud moved and Mr. Mougianis seconded a motion to accept the hiring of Rachel Shorac as PT Medical Assistant under the Public Health Workforce Grant.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Mougianis Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye

### Travel Requests – none

### Contracts

The Noble County Health Department contract, this will be a 1-year contract for them to supply us with an epidemiologist as required for the PHEP Grant. Noble County sub grants out to Columbiana County.

<i><b>Action</b></i>	<i><b>Motion to Approve the 2023 Epidemiology Contract.</b></i>	<i><b>Vote Detail (Roll Call)</b></i>
Motion – 2022-78	Mr. Mougianis moved and Mr. Bell seconded a motion to approve the 2023 Epidemiology Contract.  Motion passed unanimously.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye

Roll call taken all present were in agreement.

### Adoption of Forms/Policies

After last meeting’s discussion, a three strike policy was prepared to address those who operate a food service without a license. Attorney Shawn Blake was consulted and approved the policy. First offense will be a warning to cease operations immediately until the license is obtained, second if the operator fails to comply a second time a \$100.00 fine will be charged to the operator and third if the operator continues to be in violation a compliant will be filed with the



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Jefferson County Prosecutors office. This is illegal in the State of Ohio to operate without a food service license and it is considered a third degree misdemeanor.

<i>Action</i>	<i>Motion to Approve New Policy Unlicensed Food Service Operator Violations.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-79	Mr. Mougianis moved and Mr. Rigaud seconded a motion to approve New Policy Unlicensed Food Service Operator Violations.  Motion passed unanimously.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> - Rigaud Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye

### **Purchase Orders over \$5000 - none**

### **Health Commissioner’s Report**

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

Terry Bell made a statement concerning Cross Ridge Landfill, we are looking at 22 years that this has been going on. None of us are foolish to believe that Interstate Waste even though they volunteered 7 million plus dollars to clean it; that they don’t have something in place as a plan without a doubt. They have spoken to the County Commissioners about a new rail spur at their current Apex landfill site to deal with the C & D that they know is coming.

### **Medical Director’s Report**

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

Mr. Rigaud asked what the timeline was on receiving the child vaccine. Dr. Culp stated ODH and CDC stated supplies would be available starting today June 27, 2022. Health Commissioner Henry stated that we would be splitting a supply with Harrison County Health Department.

Mr. Rigaud also asked how the WOW van has been received in the community. Hannah Piko Director of Nursing stated the community loves it, it’s very helpful and the Ohio Valley Health Center loves it as well and enjoys partnering with us to use it.

### **Nursing Report**

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



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## **WIC Report**

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

Health Commissioner Henry spoke about an item discussed at the Jefferson County Farm Bureau Meeting. Farmers market season is upon us and WIC will pay for fresh produce at farmer's markets as long as the seller is signed up to participate. If you know of any seller, have them contact us so we can get them the information to sign up with WIC to get paid. Stephanie Chester stated we have received the coupons they are just awaiting the state to update the numbers in the system. They will be eligible to receive \$30 worth of fresh fruits and vegetables at the farmer's markets.

## **Environmental**

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

Terry Bell stated as far as the tonnage increase at Apex, Jefferson County is still the hottest drilled county in the state of Ohio. As a caution to our residents, beware of the increase in truck traffic.

Health Commissioner Henry stated that the property on Adams street that has been a nuisance concern has been cleaned up.

## **Accreditation**

Kelly Wilson stated our accreditation was put in archive status in September 2021. She spoke about the refresher training that Kelly and Shelly attended this past Thursday. The version of Accreditation will be changing on July 1<sup>st</sup> it will be called Version 2022. With that version change comes two less domains meaning 90 less documents that will be required to be uploaded. There were many useful tips given during this course. The CHA is being finalized. The report was more skewed toward Trinity than the Health Department so we have requested that it be more of an equal report.

Kelly will be reaching out to our accreditation specialist Chelsea about the strategic plan once the CHIP has been completed. She wants to ask about extending the current strategic plan rather than creating a whole new one. Kelly would like to update the strategic plan that's already in place and move forward from there.

## **PHEP**

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



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Correspondence - none

## Committee Reports

Administration – Mr. Rigaud asked if we received an update from Angela Kirtdoll on the RadX grant program.

Mr. Rigaud and Health Commissioner Henry will be attending the County Commissioners meeting on July 14<sup>th</sup> to discuss security for the Towers Building.

Mr. Rigaud will be providing a presentation on Human Trafficking in July or August and will provide the staff with breakfast.

## Old Business

### Update on Negotiated Contracts:

Both the City Contracts (Steubenville and Toronto) have been signed and completed. The updated Solid Waste Contract is still outstanding.

## New Business

### Amsterdam Sewer Project:

The county sewer department asked the Health Department to sign off on a resolution. A copy of the resolution is included as part of the minutes.

Marc Maragos received a text from Mike Erosovich who was supposed to be in attendance to explain the resolution that the board is being asked to sign. He asked that Marc answer any questions that the board may have and to apologize for his absence.

Health Commissioner Henry read the resolution. The resolution will allow for them to move forward with getting the homes tied in to the new lines. The resolution states that the board is aware that it is a public health hazard and that the board agrees that the project should move forward. This will eliminate all private septic systems and remove the run off into yellow creek.

<i>Action</i>	<i>Motion to Approve The Amsterdam Sewer Project Resolution</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-80	Mr. Rigaud moved and Mr. Bell seconded a motion to approve The Amsterdam Sewer Project Resolution.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye



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Roll Call taken all present were in agreement. All board members signed the resolution.

Campground Program:

The campground survey was conducted on February 26, 2022. The summary report of findings was read by Health Commissioner Henry. A copy of the survey is included as part of the minutes. The Health Department will be placed on provisional status by the Ohio Department of Health for our campground program. Cost methodology will be addressed with the 2023 fees. We will assure that late fees will be implemented when necessary. We will address all findings in the action plan they are requiring in the next 45 days. Marc will report at the July meeting.

**Public Participation - None**

**Executive Session - None**

<i>Action</i>	<i>Motion to adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-81	Mr. Mougianis moved and Mr. Rigaud seconded a motion to adjourn.  Motion passed unanimously.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> - Rigaud Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye

There being no further business before the Board, the meeting was adjourned at 9:08 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, July 19, 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