



JEFFERSON COUNTY General Health District

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BOARD OF HEALTH MINUTES OF REGULAR MEETING

August 16, 2022

8:15 a.m.

The regular monthly meeting of the Board of Health was held on Tuesday, August 16, 2022 at 8:15 a.m. in the 2nd floor community room of the Towers Building located at 500 Market Street, Steubenville, Ohio.

Board Members Present:

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

Staff:

Andrew Henry, Health Commissioner
Kelly Wilson, Director of Finance
Michele Henry, Administrative Assistant
Hannah Piko, Director of Nursing
Stephanie Chester, RN, WIC Director
Linda Agresta, Environmental Clerk
Rick Stead, PHEP
Dr. Jane Culp, Medical Director

Absent: Marc Maragos, Director of Environmental
Carla Gampolo, Registered Sanitarian

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 July 19, 2022 Minutes of the Regular Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion-2022-96	Mr. Mougianis moved and Mr. Bell seconded a motion to accept the July 19, 2022 Minutes of the Regular Meeting.	1 st - Mougianis 2 nd - Bell Bell - Aye Crago - Aye Macedonia - Aye



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	Motion passed unanimously.	Mougianis - Aye Rigaud – Aye
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July 2022 Revenue Report

Terry Bell stated he has noticed an increase in the CD&D revenue. He was double checking to make sure that the Board of Health’s portion increased as well. Kelly Wilson stated yes it has.

<i>Action</i>	<i>Approval of July’s Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-97	Mr. Rigaud moved and Mr. Bell seconded a motion to accept July 2022 revenue report. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud - Aye

Roll call taken, all board members were in agreement.

July 2022 Expense Report

<i>Action</i>	<i>Approval of July’s Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-98	Mr. Rigaud moved and Dr. Macedonia seconded a motion to accept July 2022 expense report. Motion passed unanimously.	1 st - Rigaud 2 nd –Macedonia Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud - Aye

Roll call taken, all board members were in agreement.

Personnel – None

Travel Requests –

<i>Action</i>	<i>Motion to Approve All Travel Requests for Andrew Henry, Marc Maragos and Carla Gampolo for The September 2022 Conferences.</i>	<i>Vote Detail (Roll Call)</i>



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Motion – 2022-99	Mr. Rigaud moved and Mr. Bell seconded a motion to approve all travel requests for Andrew Henry, Marc Maragos und Carla Gampolo for the September 2022 conferences. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bcll - Ayc Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye
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Contracts - None

Adoption of Forms/Policies - None

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

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

Dr. Macedonia said we should not be promoting boosters at this time as the boosters have not caught up to the variants. Dr. Culp stated it is basically the elderly and the immunocompromised that are requesting the boosters. The boosters do lessen the severity of symptoms.

Health Commissioner Henry added on his ODH call last week that they anticipate a new booster to cover the variant sometime around Labor Day. Dr. Culp stated that the Omicron variant is prominent at this time and the vaccine was designed towards the Delta variant that was over a year ago.

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.

The formula shortage is ongoing. WIC has a weekly call with the state and they are going to try to find out what is going on. There shouldn’t be an issue with Enfamil. There are limits of 4 cans



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per person that are ongoing. We are still offering alternative formula through the end of September.

Stephanie was appointed by her state director to the Nutrition and Breastfeeding Advisory Council. They work with the state and the national WIC staff and the USDA to review and make policy changes. They also review and make changes to educational materials. They are currently meeting virtually.

Health Commissioner Henry asked if it was common for mothers who don't breastfeed to feel offended or shamed for not breastfeeding? Stephanie replied she encourages all her moms, that every ounce counts, every drop counts and be proud that you were able to provide that for your baby. Get the help you need, don't be afraid to reach out and ask for help. We tell them not to feel bad if they aren't able to breastfeed, we are here to support them either way.

Environmental

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

Marc Maragos and Carla Gampolo excused from meeting. They are at the Jefferson County Fair conducting inspections.

Mr. Rigaud asked to get input from the environmental director about the total number of odor complaints for the month of August and discuss at the September meeting.

Accreditation

Health Commissioner Henry stated our archive status will be ending soon. We will be re-engaging in accreditation activities. We've been dealing with the audit and have been going through items that will be of value for our accreditation.

PHEP

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

Correspondence - None

Committee Reports

Administration – Mr. Rigaud stated the Commissioners agreed to set up a committee to review the security concerns and any other concerns of the building. This will be a 9-member security committee for the Towers Building. Health Commissioner Henry will be a member of this committee.



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Mr. Rigaud will also provide Human Trafficking training in the near future for the Health Department staff. We are looking to find a date that will work to perform the training.

Old Business

<i>Action</i>	<i>Motion to Approve the 3rd and Final Reading of the Unlicensed Food Service Operation Fine</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-100	Mr. Rigaud moved and Mr. Bell seconded a motion to approve the 3 rd and final reading of the unlicensed food service operation fine. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

Audit Update:

We are now in our fifth week with the auditors onsite. It has been quite lengthy. They are auditing 2020 and 2021. We are definitely learning a lot about past operation and things that we are starting to do right. We can't change, unfortunately, what happened in 2020 because it's history. A number of us weren't here and we are doing our best to work through that. Obviously we fully expect there to be several findings, some of which could be pretty significant, that we need to correct. We have already corrected some of the potential findings through better processes in the past couple years.

Kelly Wilson asked to board to keep in mind that we did not receive our 2018 and 2019 audit report until July of 2021. That audit was held up at the state auditor's office due to a special investigation. There were findings from 2018 and 2019 that we didn't get the changes implemented until a year and a half into the next audit period because of that. I feel confident that moving forward we will be in a much better place. It has been very stressful, long days and long hours.

Health Commissioner Henry said there could be material findings that we will have to address. There's not much we can do to change that. Any documentation from those years we tried to dig up as much as we possibly could. There was a lack of documentation or items not properly documented previously. Currently, we don't do things without the board's approval and we have the documentation in the minutes to support it.

Dr. Macedonia stated as a board it is our responsibility to review everything we put our names on and to ask the questions. We can't just sign off on items because we are asked to. He feels as a board they have come a long way. Kelly Wilson said it's been a huge learning experience. The



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first few days were very rough and in working with them showing them the new processes being implemented things have gotten a little better.

New Business

Approval of Fiscal Reclassifications for HIV and Tattoo Grants:

This request is as a result of the audit. When going through the budget when Kelly Wilson first took her position, we had moved the HIV grant to special revenue from the General Fund. She was told by the auditors any time you are moving a fund you should always have approval by the board in a form of a motion. She had proof she had brought it to the board in a form of a presentation and that it was talked about in the minutes. We now need to take it to the board and get retroactive approval to 2020 to move HIV Grant monies from the general fund to the special revenue fund. Also the Tattoo Grant was listed in general fund and needed moved to the enterprise fund. It belongs with the environmental funds, food service etc. It was never classified there and Kelly had moved it there on the 2021 financial statements. The auditors agree with the movement, they took it to the top auditor, but the board has to go back and approve them both retroactively.

<i>Action</i>	<i>Motion to Approve the Movement of the HIV Grant Monies Retroactive to 2020 From the General Fund to the Special Revenue Fund.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-101	Mr. Rigaud moved and Dr. Macedonia seconded a motion to approve the movement of the HIV grant monies retroactive to 2020 from the general fund to the special revenue fund. Motion passed unanimously.	1 st - Rigaud 2 nd - Macedonia Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

Roll call taken, all board members were in agreement.

<i>Action</i>	<i>Motion to Approve the Movement of the Tattoo Grant Monies Retroactive to 2021 From the General Fund to the Enterprise Fund.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-102	Mr. Rigaud moved and Mr. Bell seconded a motion to approve the movement of the tattoo grant monies retroactive to 2021 from the general fund to the enterprise fund. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye



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Roll call taken, all board members were in agreement.

Audit Frequency:

Health Commissioner Henry spoke that we gave the audit update, now we would like to discuss the audit frequency. As we explained, we are being audited for 2020 and 2021. We do have the option to have annual audits. This is something we would feel comfortable with for the time being. We are looking for a single audit for the next two years. This will give us the opportunity to be audited on less at that time and allow the board to see our audits annually to fulfill their fiscal responsibility over the health department.

Kelly Wilson said while the 2020 and 2021 audit is being conducted, we are also having a single audit due to the fact that we spent over \$750,000.00 in federal grant revenue. Kelly had to write a schedule of federal awards of the expenditures called a SEFA. They are conducting an audit of the SEFA and are auditing the Covid Grants for 2021. We don't have that audit every year unless you spend more than \$750,000.00. It is more detailed for 2021 because of the schedule we produced for Federal Awards. We are on target for 2023 to have another \$750,000.00 year. In talking with the auditors, Kelly would really like to have a single audit for 2022 and for 2023 due to all the improvements we have made from the short period of time from the 2020 /2021 audit moving forward. Having the annual audit is a little more expensive, but makes us more accountable and makes the board accountable to the public to show the progress we've made to get back on track. Kelly's recommendation is a single audit for 2022 and 2023 and then go back to biannual audits. If the board chooses to do an annual audit, we will have to write a letter by September to the auditor of state asking them to switch to an annual audit and why we want to switch to an annual audit.

Dr. Macedonia questioned the amount of the audit. Kelly Wilson said that audit that is being performed right now the proposal came in at \$13,366.00. Kelly was informed last week that there will be an amendment to those costs due to the amount of time and extra work they have had to perform. Kelly's proposal would be to request a one-year audit for the years of 2022 and 2023.

If things go well for the 2022 audit, the board can always request to go back to bi-annual audits. There are a lot of processes and procedures that need to be cleaned up. JP Rigaud questioned who the letter will be coming from. Kelly stated it could be signed by the Health Commissioner.

<i>Action</i>	<i>Motion to Send a Letter to the State Auditor to Request an Annual Audit for the Years 2022 and 2023.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-103	Dr. Macedonia moved and Mr. Bell seconded a motion to send a letter to the State Auditor to request an annual audit for the years 2022 and 2023.	1 st - Macedonia 2 nd - Bell Bell - Aye Crago – Aye



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	Motion passed unanimously.	Macedonia – Aye Mougianis - Aye Rigaud – Aye
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Roll call taken and all board members were in agreement.

Revised 2022 Appropriations:

Health Commissioner Henry read through the line items. A copy is attached hereto and made part of the official minutes. Kelly Wilson stated for the record that last year there were four revised appropriations and she feels confident that this will be the one and only time this year that a revised appropriation will need to be made. We are doing a much better job at managing the month to month expenses.

<i>Action</i>	<i>Motion to Approve the Revised 2022 Appropriations as Submitted.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-104	Mr. Rigaud moved and Mr. Bell seconded a motion to approve the revised 2022 appropriations as submitted. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

Roll call taken, all board members were in agreement.

Mask Use in Schools:

This was at the request of Dr. Macedonia. CDC has relaxed a lot of restrictions for covid. What they have not addressed is mask usage in schools. There is a lot of literature out there about the harmful effects of mask wearing. National and international studies have been conducted about the mask usage. The facial expressions of a child are being hidden. Missing the psychological aspects of the child by mask wearing. Another item is wearing the masks correctly. Are the cloth masks being washed daily? The bacteria found inside the masks after a full day of usage is appalling.

JP Rigaud asked both Dr. Culp and Director of Nursing Hannah Piko for their thoughts on this recommendation. Dr. Culp stated she agrees with Dr. Macedonia. In the studies conducted overseas none of the school children were required to wear masks. None of the schools were found to be super spreader events at all. There are psychological problems with children wearing masks. The cloth masks are a piece of material over your mouth and really do nothing to protect you. The surgical masks do not much to protect against the virus. The N95 masks do provide a



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little more protection but individuals still contracted the virus. If a child cannot remove their mask themselves, they should not be wearing it.

Hannah Piko stated her opinion is pretty much the same. We don't have the authority to tell the schools to wear or not to wear masks. We give them the data and statistics and they make their own decisions.

Dr. Macedonia stated that the clear message should be to parents "If your child is sick, keep them at home".

<i>Action</i>	<i>Motion That the Jefferson County General Health District Does Not Recommend or Endorse Mask usage for Children in Schools in Jefferson County Pre K-12. The Usage of Masks Rests Solely on the Individual School Districts.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-105	Dr. Macedonia moved and Mr. Bell seconded a motion that the Jefferson County General Health District does not recommend or endorse mask usage for children in schools in Jefferson County Pre K-12. The usage of masks rests solely on the individual school districts. Motion passed unanimously.	1 st - Macedonia 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

Roll call taken, all board members were in agreement.

Purchase of Testing Machine:

Health Commissioner Henry stated the next two items are part of the growth of the Health Department. We are always looking for ways to grow and to be of service to the community. We have an opportunity through grant funding to obtain some testing equipment. Our vendor Henry Schein brought to us a GeneXpert express testing machine. It would test for influenza A and B and covid and could be a single or combined test. They are also developing STI testing with this machine as well. You can run up to four tests at a time. The cost for this machine is approximately \$25,000.00. Again this will be grant funds that would fund the machine. In the future, we will have to send back unused monies from the grants we received to the state.

If we have funding available that would be able to expand our services here and to provide outreach to our communities using the WOW we feel this would be a great opportunity.

Chief Crago asked if we had other bids or options that need looked into? Kelly Wilson stated that we would have to check to make sure we are in compliance in regards to opening bids with the



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purchase of \$25,000.00. Dr. Macedonia asked if we can charge for the testing. Health Commissioner Henry stated yes we would.

Along the same lines of supplies and clinical services, Terry Bell stated that Encino Energy has changed up the way they are doing donations. You have to let them know very early in January of any needed supplies for the WOW or Health Department in general. They will do their pay outs in May.

<i>Action</i>	<i>Motion to Proceed with Purchase of a Clinical Testing Machine in Accordance with Purchasing Policies.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-106	Dr. Macedonia moved and Mr. Rigaud seconded a motion to proceed with purchase of a clinical testing machine in accordance with purchasing policies. Motion passed unanimously.	1 st - Macedonia 2 nd - Rigaud Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

Roll call taken, all board members were in agreement.

Purchase of All Terrain Vehicle:

Health Commissioner Henry stated this is more of a discussion not expecting an approval today just wanted to talk with the board about it and give them time to think about it. This is about a purchase of an all-terrain vehicle. The purchase will be covered with our PHEP grant money. The vehicle would be like a Polaris side by side vehicle. Between the Environmental and PHEP programs there are a lot of responses we have to make as a health department. For example, a flood would be the PHEP program and from the environmental division the landfill inspections. One of the sanitarians has stated there are places such as the closed Steubenville City Landfill that are very hard to access. At the Hollow Rock landfill, their conveyor belt has never been inspected as our team has not been able to get up to the site to inspect it.

Additionally, the environmental department is at the Jefferson County Fair today conducting inspections on the campground, the food areas that requires a lot of walking in those areas. We could use it on multiple things additionally. Health Commissioner Henry has been asked how much would we use it and how practicable is it? After the questions, Health Commissioner Henry reached out to the EMA and they may be interested in a shared vehicle. So this may be a possibility as well.

The first question was about the cost of the vehicle. It would be approximately \$17,000.00. How will you transport the vehicle from place to place? We have a flat-bed trailer already that we



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own. Chief Crago stated that most if not all fire departments have all-terrain vehicles and because of storage space they get a utility trailer to keep it in and to secure it.

Rick Stead said it would fit in the trailer that was purchased last year that is stored at the airport. Mr. Mougianis asked where the WOW was stored. It is housed at SVRTA building. Dr. Macedonia stated he is skeptical about the need for this. He understands the fairground issues; he states we need to be cautious about owning an all-terrain vehicle. Rich Stead said as we expand our capabilities, we have upgraded and improved our equipment. He sees it as a way to respond in the event of a disaster. To be able to reach people in secluded places perhaps that need medical supplies delivered. Enable us to participate with other local agencies, our community partners to assist them. We could talk to our insurance provider about the cost and requirements of us owning an all-terrain vehicle. Also in speaking with the environmental team, some of the landfill areas a normal 4-wheel drive vehicle won't fit. There is the risk of damaging our vehicles that are needed to perform day to day operations of the health department.

JP Rigaud stated he hopes that this will be brought back for a decision at a later date. Rick Stead has reached out to the Fire Chief in Weirton about the vehicle they use. These are not your normal everyday all-terrain vehicles. They are designed purposely for police, fire, EMS, public works and natural resources. It looks and performs like a work vehicle not a recreational vehicle. This would be a four seater vehicle. We can build it to our specifications for what we need.

Mr. Bell asked if there was a photograph or pamphlet on the vehicle. Health Commissioner Henry stated all he has is a quote at the moment. Dr. Macedonia interjected, stated he very familiar with ATV's as he has one. The quote was for a Polaris 570 4-seater, that's not the kind of vehicle you want. He stated you would want a 1000 rather than a 570 to have the ability to get to the areas you are describing. Rick Stead stated we are looking for a cost effective range. We aren't going to be pulling people out with wench's. We are looking more for accessibility to get from one point to another. Rick also stated he would look into educational opportunities for the staff to attend prior to usage.

Kelly Wilson stated that we would need to obtain two to three different quotes prior to purchase. We also need to check the State Cooperative Purchasing Agreement to see if there is another dealer that has been approved by the state. There are multiple items that need to be considered.

Public Participation – None

Executive Session – None

<i>Action</i>	<i>Motion to adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-107	Mr. Rigaud moved and Mr. Bell seconded a motion to adjourn.	1 st - Rigaud 2 nd - Bell



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	Motion passed unanimously.	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 9:55 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, September 20, 2022 at 8:15 a.m. in the Trumbull Towers Building, 2nd Floor.

ATTESTED:


Chief Clark Crago, Board President


Andrew Henry, Health Commissioner