



# JEFFERSON COUNTY General Health District

— Prevent. Promote. Protect. —

**BOARD OF HEALTH  
MINUTES OF SPECIAL MEETING  
December 8, 2022  
8:15 a.m.**

A special meeting of the Board of Health was held on Thursday, December 8, 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  
Carla Gampolo, Registered Sanitarian  
Linda Agresta, Environmental Clerk

**Absent:** N/A

**Prosecutor:** N/A

**Guests:** None

**CALL TO ORDER**

Clark Crago, President called the meeting to order at 8:15 a.m. The Pledge of Allegiance was recited and roll call taken. All board members were in attendance

**2023 FEES**

Health Commissioner Henry read the 2023 fees.

<i>Action</i>	<i>Motion to Approve the Second Reading of 2023 Fees.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-154	Mr. Rigaud moved and Mr. Bell seconded a motion to approve the second reading of 2023 fees.  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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## 2022 Bonuses (PHWF Grant Funded)

Health Commissioner Henry approached the board concerning a 2022 Bonus for staff from the Public Health Work Force Grant. This grant was federally funded and was given to local health departments from Ohio Department of Health for addition of staff, staff retention bonuses and continuing education. The amount we are proposing is 3% of the employee's gross salary less what was received in 2021. Kelly Wilson reminded the Board that as per the Ohio Grants Administration Policies and Procedures (OGAPP) manual, bonuses are limited to 3% of an employee's gross wages (not including fringes) or \$1,500, whichever is less. The grant is being used for the purposes intended. WIC employees will not be included in this bonus as they were awarded their bonus earlier in the year and paid out of the WIC Grant.

Dr. Macedonia wanted to make sure that the Health Commissioner makes everyone aware this is an approval for this year only. There is no guarantee that funds will be available from any type of grant in future years for a bonus. We do not want people to learn to expect this.

<i>Action</i>	<i>Motion to Approve the 2022 Bonuses from the Public Health Workforce Grant.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-155	Mr. Rigaud moved and Dr. Macedonia seconded a motion to approve the 2022 bonuses to be paid to all employees (with the exception of WIC) from the Public Health Workforce Grant to be paid out the last pay of December 2022.  Motion passed unanimously.	1 <sup>st</sup> - Rigaud 2 <sup>nd</sup> - Macedonia 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 – 2022-156	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 8:31 a.m.

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

**ATTESTED:**

  
Clark Crago, Board President

  
Andrew Henry, Health Commissioner