



JEFFERSON COUNTY General Health District

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**BOARD OF HEALTH
MINUTES OF SPECIAL MEETING
December 29, 2022
3:00 p.m.**

A Special Meeting of the Board of Health was held on Thursday, December 29, 2022 at 3 p.m. in the 2nd floor Bruce Misselwitz room of the Towers Building located at 500 Market Street, Steubenville, Ohio.

Board Members Present:

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

Staff:

Andrew Henry, Health Commissioner
Kelly Wilson, Director of Finance
Michele Henry, Administrative Assistant
Hannah Piko, Director of Nursing

Absent:

Prosecutor:

Guests:

See sign-in sheet

CALL TO ORDER

The meeting was called to order at 3 p.m. by Clark Crago, President. The Pledge of Allegiance was recited. Roll call was taken, all board members were in attendance.

New Business

HIV Grant Contract:

Health Commissioner Henry stated this is to renew the HIV contract we have with Canton City Health for the 2023 calendar year. We have been working with them and the HIV grant for several years.

Hannah Piko stated they provide us with the tests kits we use, we report back to them all the tests we do and they turn them into the Ohio Department of Health. We also utilize them if we have a positive person or if someone needs started on medications. They refer the patient back to us but provide the linkage to care for physicians locally.



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<i>Action</i>	<i>Motion to Approve 2023 HIV Grant Contract</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-175	Mr. Rigaud moved and Dr. Macedonia seconded a motion to approve 2023 HIV Grant Contract. 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 present were in agreement.

Revised Budget 2022:

Fiscal Director, Kelly Wilson spoke on the revised budget. This revised budget is due to the recent audit. No budget is permitted to end with a negative balance. Ms. Wilson maintains a spreadsheet with all the fund balances due to the fact we only have one fund with the county. Ms. Wilson has budgeted for every line item and each fund we have internally. She has created a budget for every internal fund with line items; salaries, PERS etc. They are all documented and Ms. Wilson has presented the summary of these to be approved by the board per the audit.

Dr. Macedonia asked about the deficit for nursing and how that is going to work. Ms. Wilson stated right now nursing will not end in a deficit because we had the \$265,000 transfer in the beginning of 2022 from the CD&D fund, that was approved, along with the donation of \$20,000 we got from The JC Williams Foundation. Nursing may end up with a deficit in 2023 if we don't come up with some additional funding. Dr. Macedonia asked Hannah Piko if she knew of any ways to generate income. Hannah said they are implementing the new testing machine, but is unsure how much revenue that might bring in. Health Commissioner Henry stated there are other clinics in the downtown area that also provide some of the same services we offer.

The Healing Communities Study has agreed to fund a community health worker for overdose prevention in the county. That would be our employee and will go into effect in a couple months. That will be a nice addition to our staff.

Health Commissioner Henry stated that we do have one nurse and our medical assistant who are paid from a grant. If not, nursing would be ending in a deficit. That grant does end in June of 2023.

When the auditors were here they suggested that Ms. Wilson contact the auditor's office about fund accounting. Kelly sent an email and received a response and will be meeting with the auditor's office on January 10, 2023 to talk about going back to true fund accounting with the county. This would put us back on the county system to have a budget, by fund, and by line item



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underneath each fund. Ms. Wilson said this would eliminate the need for her to keep all the individual spread sheets.

<i>Action</i>	<i>Motion to Approve the Revised Budget for 2022</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-176	Mr. Rigaud moved and Mr. Bell seconded a motion approve the Revised Budget for 2022 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 present were in agreement.

Revised Appropriations 2022:

Health Commissioner Henry read aloud the appropriation adjustments for 12/28/2022.

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

<i>Action</i>	<i>Motion to Approve the Revised Appropriations 2022</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-177	Mr. Bell moved and Mr. Mougianis seconded a motion to approve the Revised Appropriations for 2022. Motion passed unanimously.	1 st - Bell 2 nd - Mougianis Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

Roll call taken, all board members present were in agreement.

Advances for year ending 12/31/2022:

Health Commissioner Henry stated as you know we cannot end 2022 with any funds in the negative so we will need to advance \$127,000 from the general fund into funds projected to end with a negative balance. Health Commissioner Henry read aloud the advances in to each fund. A lot of these funds are grants and we are awaiting reimbursements from ODH that haven't come in yet.



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Kelly Wilson overestimated the advances just to be safe. We don't want to be in a situation where a citing occurs for a negative balance because we underestimated.

Each board member was asked to sign a sheet listing all of the advances, indicating each board member's approval.

<i>Action</i>	<i>Motion to Approve Advances for Year Ending 12/31/2022</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-178	Mr. Bell moved and Dr. Macedonia seconded a motion to approve advances for year ending 12/31/2022. Motion passed unanimously.	1 st - Bell 2 nd - Macedonia Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

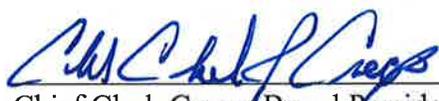
Roll call taken, all board members present were in agreement.

<i>Action</i>	<i>Motion to Adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2022-179	Mr. Rigaud moved and Mr. Mougianis seconded a motion to adjourn. Motion passed unanimously.	1 st - Rigaud 2 nd - Mougianis Bell - Aye Crago – Aye Macedonia – Aye Mougianis - Aye Rigaud – Aye

There being no further business before the Board, the meeting was adjourned at 3:17 p.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, January 17, 2023 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:


Chief Clark Crago, Board President


Andrew Henry, Health Commissioner