



JEFFERSON COUNTY General Health District

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**BOARD OF HEALTH
MINUTES OF REGULAR MEETING
February 21, 2023
8:15 a.m.**

The regular monthly meeting of the Board of Health was held on Tuesday, February 21, 2023 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:

Terry Bell
Anthony Mougianis
Chief Clark Crago, President
Jean-Philippe Rigaud, Vice-President

Staff:

Andrew Henry, Health Commissioner
Kelly Wilson, Fiscal Director
Dr. Jane Culp, Medical Director
Marc Maragos, Director of Environmental
Carla Gampolo, Registered Sanitarian
Hannah Piko, Director of Nursing
Linda Agresta, Environmental Clerk
Stephanie Chester, RN, WIC Director
Rick Stead, PHEP

Absent: Patrick Macedonia, M.D.
Michele Henry, Administrative Assistant

Prosecutor:

Guests:
See sign-in sheet

CALL TO ORDER

The meeting was called to order at 8:15 a.m. by Clark Crago, President. The Pledge of Allegiance was recited. Roll call was taken.

APPROVAL OF MINUTES

<i>Action</i>	<i>Motion to accept the January 17, 2023 Minutes of the Regular Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion-2023-09	Mr. Rigaud moved and Mr. Bell seconded a motion to accept the January 17, 2023 Minutes of the Regular Meeting.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye



JEFFERSON COUNTY General Health District

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	Motion passed unanimously.	Macedonia – Absent Mougianis - Aye Rigaud – Aye
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January 2023 Revenue Report

<i>Action</i>	<i>Approval of January Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-10	Mr. Rigaud moved and Mr. Bell seconded a motion to accept January 2023 revenue report. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

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

January 2023 Expense Report

<i>Action</i>	<i>Approval of January Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-11	Mr. Bell moved and Mr. Mougianis seconded a motion to accept January 2023 expense report. Motion passed unanimously.	1 st - Bell 2 nd –Mougianis Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

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

Personnel

Health Commissioner Henry stated we would like to transition Rachel Shorac from PT to FT 30 hours per week at her current wage of \$18.50 per hour effective March 1, 2023. We have grant funds available through the Healing Communities Study to hire a community health worker. We would like to transition Rachel from PT to FT with that money as well.



JEFFERSON COUNTY General Health District

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<i>Action</i>	<i>Motion to Approve Rachel Shorac to FT Status (30 hours a week) at her Current Rate of Pay Effective March 1, 2023.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-12	Mr. Mougianis moved and Mr. Bell seconded a motion to approve Rachel Shorac to FT status (30 hours a week at her current rate of pay effective March 1, 2023. Motion passed unanimously.	1 st - Mougianis 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

Travel Requests

The travel request will be for Health Commissioner Henry for the ODH Bureau of Environmental Health and Radiation Protection conference in March. This will include a one-night hotel stay and registration fee of \$40.00.

Mr. Rigaud suggested that for all staff with out of town conferences that start early in the morning to go the night before. The board would approve an additional night stay so the staff isn't driving early in the morning to get there. Kelly Wilson stated that overnight stays are part of the travel policy.

<i>Action</i>	<i>Motion to Approve Travel Requests for Andrew Henry ODH Environmental Conference March 29 – 30, 2023 Conference.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-13	Mr. Mougianis moved and Mr. Rigaud seconded a motion to approve travel requests for Andrew Henry ODH Environmental Conference March 29-30, 2023 Conference. Motion passed unanimously.	1 st - Mougianis 2 nd –Rigaud Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

Contracts/MOU's

The first contract discussed was the Solid Waste Contract for 2023. This will basically be the same contract as 2022. There is a base amount of \$80,000 and if we have expenses that meet the criteria we can discuss reimbursement after that.



JEFFERSON COUNTY General Health District

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<i>Action</i>	<i>Motion to Approve the Solid Waste Contract for 2023.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-14	Mr. Bell moved and Mr. Mougianis seconded a motion to approve the Solid Waste Contract for 2023. Motion passed unanimously.	1 st - Bell 2 nd - Mougianis Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

The next contract discussed was with Ohio State University/Healing Communities Study for us to be a sub-recipient for their grant for the Healing Communities Study. The initial amount is \$1.00 to get the process started. Once they have everything completed on their end, they will send an addendum for the additional amount that we will then bring before the board.

<i>Action</i>	<i>Motion to Approve The Ohio State University Optimizing HEALing in Ohio Communities Contract.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-15	Mr. Rigaud moved and Mr. Bell seconded a motion to approve The Ohio State University Optimizing HEALing in Ohio Communities contract. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

Adoption of Forms/Policies – None

Purchase Orders over \$5000

The purchase order presented was for the Maternal Child Health Grant working with Trinity Women’s Health. We had additional funds in the grant to spend down and put back into the community. The nurses came up with the idea to give out diaper bags, a book and a rubber duck with thermometer. The nurses were in contact with Trinity and they basically had nothing to provide to moms once they had their babies. The bags will be given to new moms after they deliver.

<i>Action</i>	<i>Motion to Approve the Purchase Order for Chase Bill for the Trinity Women’s Health Diaper Bags from the Maternal Child Health Grant in the Amount of \$10,894.50.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-16	Mr. Rigaud moved and Mr. Bell seconded a motion to approve the purchase order for Chase bill for the	1 st - Rigaud 2 nd - Bell



JEFFERSON COUNTY General Health District

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	<p>Trinity Women’s Health Diaper Bags from the Maternal Child Health Grant in the amount of \$10,894.50.</p> <p>Motion passed unanimously.</p>	<p>Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye</p>
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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.

Mr. Bell asked if annual yard maintenance would have any effect on the residents of East Palestine when they start cutting grass and the smoke and debris that has settled gets stirred up.

Dr. Culp responded that from a science standpoint most things settle and are heavy enough to settle. They normally don’t aerosolize in high quantities to become a problem. Whether that’s true for these chemicals, we probably won’t know until something happens. We deal with this with bacteria all the time. This is how it is determined if the bacteria is airborne or contact. It deals with the weight of the organism. If it comes back down and lands on a surface, most of the time it can’t be aerosolized because it is too heavy. She believes this will be the same thing for these people. She is unsure about those people planting gardens. Will the chemicals make a difference? No one knows the answer to that yet.

Marc Maragos asked about blood poisoning that was reported on by News 9 last night. He asked how to respond should we get any questions. Dr. Culp stated the blood poisoning she knew about was sepsis, that means there is bacteria in your blood. That should not have anything to do with a toxic spill.

Nursing Report

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

Mr. Rigaud asked about the Toronto Clinic. Dr. Culp would like to see more foot traffic. She stated with the holidays falling on Mondays the clinic has not been opened as much as she would like. Change Inc. is responsible for the Toronto Schools so unfortunately we don’t see a lot of students. We did do a lot of physicals in the fall. The site looks great. It has been cleaned out by the nurses. We just need the foot traffic.

WIC Report



JEFFERSON COUNTY General Health District

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

Environmental

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

Mr. Rigaud asked about the two food establishments that have been unable to pass their manager certificate test. Health Commissioner Henry stated he and Marc Maragos have discussed this and are willing to give them an additional 30 days to try to pass the class. One establishment has failed twice.

Carla Gampolo suggested that if they are studying for the test themselves and not passing that we recommend they take the class through Patti Figorski. She actually gives the in-person course and it may be beneficial to hear her go over the information rather than them trying to do it on their own. She has a pretty good pass rate. Health Commissioner Henry said that would be good if they sign up and take the course within the 30-day extension and fail they could take her class. She provides a two-day training at a hotel in St. Clairsville.

Carla will draft a policy specific to taking the course and spell it all out that if they take the course three times and fail that it is mandatory that they take the in-person course. She will bring the policy to the board for approval.

<i>Action</i>	<i>Motion to Allow a 30-day extension to New China Garden and Steve’s Fish and Chips to Re-take the Managers Certificate Test. If Failed, it is Mandatory They Take the In-person Class in St. Clairsville and Show Proof of Enrollment or Receipt Within the following 30 days for a Total of 60 Days.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-17	Mr. Rigaud moved and Mr. Bell seconded a motion to allow a 30-day extension to New China Garden and Steve’s Fish and Chips to re-take the managers certificate test. If failed, it is mandatory they take the in-person class in St. Clairsville and show proof of enrollment or receipt within the following 30 days for a total of 60 days. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye



JEFFERSON COUNTY General Health District

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Accreditation

We have been working to go through old documentation of our workforce development plan and our strategic plan to see what was approved and what is still in draft form. Once that is complete we will begin working on the new workforce development plan and strategic plan.

PHEP

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

Correspondence

Health Commissioner Henry read aloud the letter from Apex in regards to the board's request on leachate pumps. Clarification is requested from Attorney Blake to see if the entire board can go tour the facility once the updates are complete.

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

Committee Reports

Environmental – Mr. Bell spoke about the noise complaints received by the drill site out by the two compressor stations. They have completed the fracking last week so the noise complaints should be ending. However, we have still received odor complaints. We have forwarded those to the EPA for further evaluation.

Administration – Mr. Rigaud will be contacting Commissioner Morelli about the Security Committee meeting.

Old Business

Nuisance Update:

Bowen/White: The fence has been put up around the open septic tank. They still have two months to comply with fixing the septic tank.

Carleson: Mr. McGuire stated when Mr. Carleson received his first citation and abatement order in July of 2021, he immediately began work to clean up the property. He contacted us several times for clarification. The whole house and around it was overgrown and piles of stuff all the way around the house. He cleaned up the easiest part and has done nothing since. In front of the house there are several cars and trucks packed full of stuff that looks like garbage. Pictures have been compared over time and you don't notice any change except for the easiest part he did do. Mr. McGuire thinks he has given up and has put himself at the mercy of the court.



JEFFERSON COUNTY General Health District

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Mr. Bell stated the pictures speak for themselves. Marc Maragos stated in accordance with our policy the next step is to turn it over to the prosecutor’s office.

Health Commissioner Henry will ask Attorney Blake to attend the next meeting to have him update where this case would stand with the court system. Mr. Carleson has failed to comply with the board orders to clean up his property. He was given two months to comply. Automatic turn over to the Prosecutor’s Office as per policy. No further board action needed.

New Business

2022 Audit: Health Commissioner Henry stated this was just to update the board that the 2022 financial audit we requested has started today. The auditors are here now and we will keep you updated.

Authorized Signer:

Health Commissioner Henry asked to allow Kelly Wilson to be an authorized signer on purchase orders as well. There are items that have to sit if the Health Commissioner is not in the office. This will allow the operations to continue. Mr. Rigaud suggested a revision to her Job Description to add the authorized signer for purchase orders.

<i>Action</i>	<i>Motion to Allow Kelly Wilson to be an Authorized Signer for Purchase Orders Under \$5,000.00 in the Absence of the Health Commissioner.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-18	Mr. Rigaud moved and Mr. Bell seconded a motion to allow Kelly Wilson to be an authorized signer for purchase orders under \$5,000.00 in the absence of the Health Commissioner. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

Unaudited Financial Statements:

Copy provided as part of the board packet and available for review in the administration office.

Reverse End of year advances:



JEFFERSON COUNTY General Health District

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Health Commissioner Henry stated this will require the board’s approval. This will be to reverse the funds that were advanced at year end to cover any negative balances. This will put the funds back in the general fund where the monies were advanced from.

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

<i>Action</i>	<i>Motion to Reverse the End of Year 2022 Advances.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-19	Mr. Bell moved and Mr. Mougianis seconded a motion to reverse the end of year 2022 advances. Motion passed unanimously.	1 st - Bell 2 nd - Mougianis Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

2023 Transfers (General Fund Transfers):

We are requesting the board to allow the finance director to transfer monies to the following funds from the general fund: Tattoo \$3,000, Parks and Camps \$5,200, Swimming Pools \$1,500 for a total of \$9,700.00.

<i>Action</i>	<i>Motion to Approve the 2023 Transfers from the General Fund.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-20	Mr. Rigaud moved and Mr. Bell seconded a motion to approve the 2023 Transfers from the General Fund. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

2023 Transfer Resolutions to be Submitted to Tax Commissioner:

Health Commissioner Henry stated these are Resolutions that will be submitted to the Tax Commissioner. First one is Resolution 2023-001 for a transfer of \$50,000.00 from CD&D fund to the Solid Waste Fund.

<i>Action</i>	<i>Motion to Approve Resolution 2023-001 Transfer of CD&D funds to the Solid Waste Fund in the Amount of \$50,000.00.</i>	<i>Vote Detail (Roll Call)</i>



JEFFERSON COUNTY General Health District

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Motion – 2023-21	<p>Mr. Bell moved and Mr. Rigaud seconded a motion to approve Resolution 2023-001 transfer of CD&D funds to the Solid Waste Fund in the amount of \$50,000.00.</p> <p>Motion passed unanimously.</p>	<p>1st - Bell 2nd - Rigaud Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye</p>
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The second Resolution will be 2023-002 for a transfer of \$21,949.21 from Immunize Ohio to the Nursing Fund. Kelly Wilson stated from looking back at the program, when they had it, the deliverables were met but the money wasn't charged to the correct line item. Therefore, the monies remain there as unspent, hence the request to transfer to the nursing fund.

<i>Action</i>	<i>Motion to Approve Resolution 2023-002 Transfer Immunize Ohio funds to Nursing fund in the Amount of \$21,949.21.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-22	<p>Mr. Mougianis moved and Mr. Rigaud seconded a motion to approve Resolution 2023-002 Immunize Ohio funds to Nursing fund in the amount of \$21,949.21.</p> <p>Motion passed unanimously.</p>	<p>1st - Mougianis 2nd - Rigaud Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye</p>

2023 Revised Budget:

<i>Action</i>	<i>Motion to Approve the 2023 Revised Budget.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-23	<p>Mr. Rigaud moved and Mr. Mougianis seconded a motion to approve the 2023 revised budget.</p> <p>Motion passed unanimously.</p>	<p>1st - Rigaud 2nd - Mougianis Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye</p>

City Contracts:

Health Commissioner Henry stated if you recall last year the board approved the Health Commissioner to negotiate the contracts for the City of Steubenville and the City of Toronto for



JEFFERSON COUNTY General Health District

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2022 on behalf of the Health Department. Health Commissioner Henry is asking for the same authority for the 2023 contracts.

Clark Crago asked about Toronto Clinic with the low numbers of clients. He wanted to make sure we aren't losing money. Health Commissioner Henry stated we had to increase our prices on the contracts last year based on the expenses from the previous year. Toronto met all the obligations with that contract. Toronto has requested to pay less this year based on their financial situation at the city. They had to make some cuts and they have approached us.

<i>Action</i>	<i>Motion to Authorize Health Commissioner Henry to Negotiate the City of Steubenville and the City of Toronto 2023 Contracts.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-24	Mr. Rigaud moved and Mr. Bell seconded a motion to authorize Health Commissioner Henry to negotiate the City of Steubenville and the City of Toronto 2023 Contracts. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud - Aye

Board of Health Open Seat:

JP Rigaud's board seat is up for renewal and he has reapplied and we also have a Mrs. Brown that has applied.

District Advisory Council Meeting:

The District Advisory Council Meeting will be held on March 6, 2023 at 6:30 pm in the Towers Building on the 2nd Floor Community Room.

Local Air Authority Update:

Health Commissioner Henry stated a couple weeks ago he and Marc Maragos had a conversation with the EPA. There were some people from the central office, one air authority manager from the southeast district office that attended the call. There are three takeaways from that meeting:

- 1) No local air authorities have been formed since the Ohio EPA started in 1972.
- 2) If we did form an air authority division, all permitting would still go through the Ohio EPA.
- 3) Starting this department would be a major investment locally and there would not be help from the EPA to get it started. This does not work in our favor to start our own division, but we did have positive conversation with the Ohio EPA and they will respond to our concerns when



JEFFERSON COUNTY General Health District

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complaints arise. If we receive a complaint, we will forward it to the EPA and they will respond in a timelier manner. I feel this is a step in the right direction.

Public Participation – None

Executive Session –

Mr. Rigaud requested to table the salary increase discussion until March meeting when Dr. Macedonia will be present and for Shawn Blake to be present at that discussion.

Mr. Rigaud stated he would like to make a motion to enter into executive session to discuss the Medical Director’s evaluation results summary.

<i>Action</i>	<i>Motion to enter into Executive Session</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-25	Mr. Rigaud moved and Mr. Mougianis seconded a motion to enter into Executive Session. Dr. Culp and Andrew Henry were asked to stay. Motion passed unanimously.	1 st - Rigaud 2 nd - Mougianis Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye

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

Mr. Rigaud asked for a motion to leave executive session and return to regular session.

<i>Action</i>	<i>Motion to Return to Regular Session.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-26	Mr. Rigaud moved and Mr. Bell seconded a motion to return to regular session. Motion passed unanimously.	1 st - Rigaud 2 nd - Bell Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye

No further discussion, Mr. Bell made a motion to adjourn.

<i>Action</i>	<i>Motion to adjourn</i>	<i>Vote Detail (Roll Call)</i>



JEFFERSON COUNTY General Health District

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Motion – 2023-27	Mr. Bell moved and Mr. Mougianis seconded a motion to adjourn. Motion passed unanimously.	1 st - Bell 2 nd - Mougianis Bell - Aye Crago – Aye Macedonia – Absent Mougianis - Aye Rigaud – Aye
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There being no further business before the Board, the meeting was adjourned at 9:40 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, March 21, 2023 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:


Chief Clark Crago, Board President


Andrew Henry, Health Commissioner