



# JEFFERSON COUNTY General Health District

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## BOARD OF HEALTH MINUTES OF REGULAR MEETING

April 18, 2023

8:15 a.m.

The regular monthly meeting of the Board of Health was held on Tuesday, April 18, 2023 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:

Anthony Mougianis, Vice President  
Chief Clark Crago  
Patrick Macedonia, M.D., President

### Staff:

Andrew Henry, Health Commissioner  
Kelly Wilson, Fiscal Director  
Michele Henry, Administrative Assistant  
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  
Dr. Jane Culp, Medical Director

**Absent:** Terry Bell  
Suzanne Brown

**Prosecutor:** Attorney Shawn Blake

**Guests:** See sign-in sheet

### CALL TO ORDER

The meeting was called to order at 8:26 a.m. by Dr. Patrick Macedonia, President. The Pledge of Allegiance was recited. Roll call was taken. Terry Bell and Suzanne Brown were absent.

Dr. Macedonia thanked Chief Crago for serving as the Board of Health Department President for the past year. Dr. Macedonia, President also asked that a letter be sent to Mr. Rigaud to thank him for his service to our board.

### APPROVAL OF MINUTES

<i>Action</i>	<i>Motion to accept the March 21, 2023 Minutes of the Regular Meeting.</i>	<i>Vote Detail (Roll Call)</i>
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Motion-2021-49	Chief Crago moved and Mr. Mougianis seconded a motion to accept the March 21, 2023 Minutes of the Regular Meeting.  Motion passed.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent
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### March 2023 Revenue Report

<i>Action</i>	<i>Approval of March 2023 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2021-50	Mr. Mougianis moved and Chief Crago seconded a motion to approve of March 2023 Revenue Report.  Motion passed.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> – Crago Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent

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

### March 2023 Expense Report

<i>Action</i>	<i>Approval of March 2023 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-51	Chief Crago moved and Mr. Mougianis seconded a motion to approve of March 2023 expense report.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent

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

**Personnel - None**

**Travel Requests –**

Health Commissioner Henry stated there are two travel requests for the month. The first is for Hannah Piko, she will be attending Ohio Public Health Association Conference next week. The



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registration fee is \$200.00 and one-night lodging would be \$166.77 for a total of \$366.77 and Public Health Workforce Grant Money will be used for that.

The second one is for Emma Gray she went to the Northeast Ohio Environmental Health Association conference last week; registration was \$222.00 and one-night lodging was \$151.58 for a total of \$373.58. She attended this conference as part of her Sanitarian in Training to become a Registered Sanitarian. Dr. Macedonia asked where she was in this process. Health Commissioner Henry stated she is nearing completion.

<i>Action</i>	<i>Motion to Approve the Travel Requests for Hannah Piko and Emma Gray.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-52	Chief Crago moved and Mr. Mougianis seconded a motion to approve the travel requests for Hannah Piko and Emma Gray.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent

### Contracts/MOU's

Health Commissioner Henry stated we have four contracts/MOU's today for review and approval.

The first is the Jefferson County 911 Emergency Operations Center. This is for after hour calls to be answered through Jefferson County 911. This agreement has been in place for a while, we just wanted to update it to the current administrators.

The second one is TEMS Joint Ambulance District Ohio Buckles Buckeyes Child Safety Seat education distribution program for Jefferson County. TEMS is main site for car seat distribution and we wanted to partner with them due to us having WIC in house and a lot of families in and out of the department to provide them with car seats. TEMS has allowed us to partner with them.

The next one is a contract with Ohio State University for the Healing Communities studies. There was a previous contract the board approved for \$1.00 and this is the remaining monies we will be receiving in the amount \$74,999.00 for a total of \$75,000.00. This will be used for Naloxone distribution and overdose awareness in the community.

The last one is the Mosquito Grant for \$10,000.00 which was spearheaded by Emma Gray, our Sanitarian in Training. She will be providing education in the summer and passing out supplies she will purchase as part of the grant monies.



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<i>Action</i>	<i>Motion to Approve All Contracts and MOU's</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-53	<p>Mr. Mougianis moved and Chief Crago a motion to approve all contracts and MOU's.</p> <p>1) Jefferson County 911 MOU 2) TEMS Ohio Buckles Buckeyes Child Safety Seat 3) OSU Optimizing HEALing in Ohio Communities 4) Mosquito Grant 2023</p> <p>Motion passed unanimously.</p>	<p>1<sup>st</sup> - Mougianis 2<sup>nd</sup> – Crago Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent</p>

### Adoption of Forms/Policies –

Health Commissioner Henry stated several of our programs need an enhanced enforcement policy put in place. There is one in place for Food Service Operations and Retail Food Establishments, but when the Ohio Department of Agriculture was onsite they stated the policy was too strict. We reworded that policy and implemented the same type of policy for the Parks and Camps and Public Swimming Pool programs. There is a total of three policies that need approved for enforced enhancement.

<i>Action</i>	<i>Motion to Approve the Three New EEP Policies for the Environmental Department.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-54	<p>Chief Crago moved and Mr. Mougianis seconded a motion to approve the three new EEP policies for the Environmental Department.</p> <p>1) EEP for FSO and RFE 2) EEP for Parks and Camps 3) EEP for Public Swimming Pools</p> <p>Motion passed unanimously.</p>	<p>1<sup>st</sup> - Crago 2<sup>nd</sup> – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent</p>

Health Commissioner Henry stated the last policy is the Food Managers Certification. In 2017, all restaurants that were level III and level IV were required to have a Managers Certificate. We have implemented the policy for those establishments who have taken the course twice and failed, that they must take an in person course. We are now bringing the policy to the board for approval.

<i>Action</i>	<i>Motion to Approve the FSO RFE Managers Certificate Policy.</i>	<i>Vote Detail (Roll Call)</i>



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Motion – 2023-55	Chief Crago moved and Mr. Mougianis seconded a motion to approve the FSO RFE Managers Certificate Policy.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent
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### Purchase Orders over \$5000 - None

### Health Commissioner’s Report

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

Dr. Macedonia asked what our role is as a health department as far as the compressor station. Health Commissioner Henry stated the role is minor, but with him being involved in the conversations, it provides a voice for the residents. Health Commissioner Henry is able to reach out and provide input on behalf of the residents.

### Medical Director’s Report

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

### 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.

### Environmental

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

### Accreditation

The Readiness Assessment will begin tomorrow with a group of staff chosen to participate. Health Commissioner Henry will report progress at the May meeting.





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## PHEP

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

### Correspondence - None

### Committee Reports

Health Commissioner Henry stated with us moving forward with Accreditation, he would like the Administration Committee to discuss the items we need to work on. He will send a request to the Administration Committee to meet.

### Old Business

#### Nuisance Update:

**Bowen/White:** Marc Maragos reported that the septic tank has been crushed and filled and this nuisance has been completed.

**Carleson:** Mr. Carleson had his arraignment on April 11 and he was given 60 days to clean up his property. His next hearing is scheduled for June 13, 2023. Attorney Blake thanked Jack McGuire for attending the arraignment and providing the proof of the timeline of everything that had happened to this point. His notes and signed certified letter green cards were beneficial.

**Johnny's Tire and Auto:** No response or improvement has been made with the property. Additional tires have been found at different locations. Carla Gampolo will be going to the property tomorrow along with the city Fire Inspector to inspect the property. They have a warrant, if needed, to search the premises. The owner is requesting that their attorney be present, the warrant will allow us on the property whether the attorney is present or not. Carla has been in contact with the investigative unit at the Attorney General's office who will assist her with pursuing the illegal tire dumping and the possible fraud of collecting tire disposal fees and not properly disposing of the tires.

Dr. Macedonia asked Attorney Shawn Blake if he had any input. Attorney Blake stated that he and Health Commissioner Henry have been in contact. He stated the board has been following the proper procedure by issuing the orders for the court to proceed which is what he needs to move the case through the legal system. Johnny's Tire and Auto is within the city limits and would go to the city's prosecutor and through the Steubenville Municipal Court.

Health Commissioner Henry stated the board had issued orders last meeting for Johnny's Tire and those orders are set to expire in a couple weeks. They are also in violation of the city's fire



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code and it can be taken right to the municipal court. The fire inspector asked the health department to assist with this case.

**Kinney:** The property has been sold and the new owners are cleaning up the property. The new owners live across the street from the property and have a vested interest in getting it cleaned up.

**New China Garden:** The owners were given ample time to comply with taking and passing the managers certificate test that is required by law. The owners did stop in yesterday, Monday, April 17, 2023 to see us and talk about this. They were encouraged to take the test again last evening. They have not complied as of this morning. It is up to the board now to suspend their license until the test is passed or you can choose to grant them another extension. Their original deadline was January 31, 2023.

Dr. Macedonia stated he feels they have had ample time to comply. Health Commissioner Henry stated you could put a stipulation on the suspension that if they provide a passing grade to us they would be permitted to reopen.

<i>Action</i>	<i>Motion to Suspend the Food License for New China Garden Until Proof of Passing the Managers Certificate Training is Provided.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-56	Chief Crago moved and Mr. Mougianis seconded a motion to suspend the food license for New China Garden until proof of passing the Managers Certificate training is provided.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent

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

**New Business - None**

**Public Participation – None**

**Executive Session –**

Dr. Macedonia asked to enter into Executive Session to discuss Health Commissioner Contract and asked Health Commissioner Henry and Attorney Shawn Blake to stay.

<i>Action</i>	<i>Motion to enter into Executive Session</i>	<i>Vote Detail (Roll Call)</i>
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Motion – 2023-57	Mr. Mougianis moved and Chief Crago seconded a motion to enter into Executive Session. Andrew Henry and Attorney Shawn Blake were asked to stay.  Motion passed unanimously.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> – Crago Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent
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<i>Action</i>	<i>Motion to Return to Regular Session.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-58	Chief Crago moved and Mr. Mougianis seconded a motion to return to regular session.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent

No action taken as a result of the executive session.

<i>Action</i>	<i>Motion to adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-59	Chief Crago moved and Mr. Mougianis seconded a motion to adjourn.  Motion passed unanimously.	1 <sup>st</sup> - Crago 2 <sup>nd</sup> – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Absent

There being no further business before the Board, the meeting was adjourned at 9:51 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, May 16, 2023 at 8:15 a.m. in the Towers Building, 2<sup>nd</sup> Floor.

**ATTESTED:**

Dr. Patrick H. Macedonia, Board President

Andrew Henry, Health Commissioner