



JEFFERSON COUNTY General Health District

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**BOARD OF HEALTH
MINUTES OF REGULAR MEETING
May 16, 2023
8:15 a.m.**

The regular monthly meeting of the Board of Health was held on Tuesday, May 16, 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:

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

Staff:

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

Absent: Terry Bell

Michele Henry, Administrative Assistant
Hannah Piko, Director of Nursing

Prosecutor:

Guests: See sign-in sheet

CALL TO ORDER

The meeting was called to order at 8:15 a.m. by Dr. Patrick Macedonia, President. The Pledge of Allegiance was recited. Roll call was taken. Terry Bell was absent.

APPROVAL OF MINUTES

<i>Action</i>	<i>Motion to accept the April 18, 2023 Minutes of the Reorganizational Meeting</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-60	Mr. Mougianis moved and Chief Crago seconded a motion to approve the April 18, 2023 minutes of the reorganizational meeting. Motion passed unanimously.	1 st - Mougianis 2 nd – Crago Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye



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		Brown – Aye
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Minutes were approved with correction of Chief Crago still being President for the Reorganizational meeting.

<i>Action</i>	<i>Motion to accept the April 18, 2023 Minutes of the Regular Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion-2021-61	Chief Crago moved and Mr. Mougianis seconded a motion to accept the April 18, 2023 Minutes of the Regular Meeting. Motion passed.	1 st - Crago 2 nd – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye

Minutes were approved with correction of Dr. Patrick Macedonia as President and Mr. Mougianis as Vice President.

Dr. Macedonia stated we are going to try something different and put the department presentations up on the screen. He is unsure who all sees this information or knows what the directors are speaking of. Dr. Macedonia would like to try this for a couple meetings to see how it works. He invited the news to film the information to show transparency to those in the room and to the public.

Kelly Wilson was invited to the front of the room to explain the revenue and expenses for the month of April. She presented the ending balance at the end of March and then the revenue we received in the month of April as well as the expenses that were paid out for the month of April.

Also presented was the 2023 Budgeted expenditures of what was projected to be spent per fund for the year. This report shows the percentage of the budget used year to date, with the percentage of the budget balance that remains.

April 2023 Revenue Report

<i>Action</i>	<i>Approval of April 2023 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2021-62	Chief Crago moved and Mr. Mougianis seconded a motion to approve of April 2023 Revenue Report. Motion passed.	1 st - Crago 2 nd – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye



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

April 2023 Expense Report

The next report is named Expense by Type, as explained by Kelly Wilson. The previous slide showed expenses broken down in each fund. This report breaks the expenses down by expense type. Salaries, PERS, Hospitalization, Medicare and the supply budget. The “other expense” is a huge bundle of just about everything. The largest expense is from the landfill tipping fees every month that is paid out to the Jefferson County Commissioners and the townships.

In 2024, the expenses will be broken down even further by fund type as we will transition back to the County system and Ms. Wilson will not have to do everything manually. From this report Kelly breaks the expense amounts down even further to show which fund was charged and what the purchase was for.

<i>Action</i>	<i>Approval of April 2023 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-63	Mr. Mougianis moved and Mrs. Brown seconded a motion to approve of April 2023 expense report. Motion passed unanimously.	1 st - Mougianis 2 nd – Brown Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye

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

Personnel – None

Travel Requests –

Health Commissioner Henry stated there is one travel request for the month. Stephanie Chester, will be attending the Nutrition & Breastfeeding Advisory Council (NBAC) Committee Meeting in Columbus on June 1st and June 2nd. The one-night lodging would be \$205.61. The WIC grant funds will be used for this expense.

<i>Action</i>	<i>Motion to Approve the Travel Request for Stephanie Chester.</i>	<i>Vote Detail (Roll Call)</i>



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Motion – 2023-64	Chief Crago moved and Mrs. Brown seconded a motion to approve the travel request for Stephanie Chester. Motion passed unanimously.	1 st - Crago 2 nd – Brown Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye
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Contracts/MOU's

Health Commissioner Henry stated we have one contract today for review and approval.

The agreement with the Ohio Department of Commerce to do inspections at the manufactured home parks. Our Sanitarians go out and inspect the trailer parks in our county on behalf of the Ohio Department of Commerce. The sanitarian fills out a report and mails it in and any follow up enforcement will be up to the Department of Commerce to follow up on. They pay us to go and inspect these properties.

<i>Action</i>	<i>Motion to Approve the Ohio Department of Commerce Manufactured Home Parks Contract for FY 24 and FY 25.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-65	Mr. Mougianis moved and Chief Crago a motion to approve the Ohio Department of Commerce Manufactured Home Parks Contract for FY 24 and FY 25. Motion passed unanimously.	1 st - Mougianis 2 nd – Crago Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye

Adoption of Forms/Policies – None

Purchase Orders over \$5000 –

The purchase orders were brought up on the screen. The first purchase order was for strollers, pacifiers, sleep sacks and sunscreen. We have already given out the 100 strollers at the Women's Wellness event last week to mothers in the county.

<i>Action</i>	<i>Motion to Approve Chase Purchase Order for \$9,981.17 for Maternal Child Health.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-66	Chief Crago moved and Mr. Mougianis seconded a motion to approve Chase purchase order for \$9,981.17 for Maternal Child Health.	1 st - Crago 2 nd – Mougianis Bell - Absent



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	Motion passed unanimously.	Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Ayc
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<i>Action</i>	<i>Motion to Approve Chase Purchase Order for \$5,487.58 for Maternal Child Health.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-67	Chief Crago moved and Mrs. Brown seconded a motion to approve the Chase purchase order for \$5,487.58 for Maternal Child Health. Motion passed unanimously.	1 st - Crago 2 nd – Brown Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye

Kelly Wilson explained that the funds being spent from the Maternal Child Health grant are from the grant funds dating as far back as 2015. ODH has stated that any funds not expended by June 30, 2023 must be returned back to them. Dr. Macedonia asked how much was left to expend. Ms. Wilson stated approximately \$70,000.00. Dr. Macedonia then asked if we have anything else we can spend the money on. Kelly Wilson answered, we are working with the nurses on ways to expend the funds. Dr. Culp stated all the items purchased to date are worth every penny spent.

The nurses will be visiting the pools in the county to give out the sunhats, sunscreen etc.

<i>Action</i>	<i>Motion to Approve Jefferson County Juvenile Court Purchase Order for \$14,689.00 for CF23 Grant.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-68	Chief Crago moved and Mr. Mougianis seconded a motion to approve Jefferson County Juvenile Court purchase order for \$14,689.00 for CF23 Grant. Motion passed unanimously.	1 st - Crago 2 nd – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye

Health Commissioner Henry stated that the Juvenile Court had purchase a high capacity washer. They provided us with their receipt. We in turn invoice ODH and this is to reimburse them for this purchase. Dr. Macedonia asked why we were involved in this, Health Commissioner Henry stated ODH requested that local Health Departments manage the grant locally.

<i>Action</i>	<i>Motion to Approve Eastern Ohio Correction Center Purchase Order for \$147,500.00 for CF23 Grant.</i>	<i>Vote Detail (Roll Call)</i>



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Motion – 2023-69	Mrs. Brown moved and Chief Crago seconded a motion to approve Eastern Ohio Correction Center purchase order for \$147,500.00 for CF23 Grant. Motion passed unanimously.	1 st - Brown 2 nd – Crago Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye
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Health Commissioner Henry stated the Eastern Ohio Correction Center purchased body scanners they have supplied the receipts and are requesting reimbursement from the CF23 grant.

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. Culp explained the epidemiology report is for the entire southeast region. Dr. Culp stated Jefferson County is mainly an older population, ages ranging from 40 and over which makes up over 60% of our total population.

Chlamydia is very high in our county. We would like to have individuals tested so that we may provide treatment. If left untreated, per Dr. Macedonia, it could cause infertility later in life. It is also important that all treatment be completed.

Jefferson County is the highest for Gonorrhea cases. Dr. Culp would rather there be a lower threshold for testing. If you meet a certain criteria and have certain symptoms, Dr. Culp would like testing to be done. That person can then be treated and an investigation started so their partners are treated. People that are positive for this and not being treated continue to have more and more problems. It’s the side effects and long term effects of the STI’s that are the biggest problem.

Dr. Macedonia asked Dr. Culp to explain how Hepatitis A, B and C are transmitted. Hep A is oral to fecal or fecal to oral. It’s important to know that these are all virus’. This is easily transmitted i.e. you are positive and cook for your family; that’s why we see outbreaks that could be related to restaurants. That’s why good handwashing is so important.

Hepatitis B is not as easily transmitted as A is. It can be transmitted through maternal-fetal, placental transfer, in blood products. Blood banks test for Hep B. It can also be transmitted person to person, fecal to oral transmission.



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Hepatitis C main source of transmittal is IV drug use, due to the blood left in the needles; and prostitution because of having multiple partners. Dr. Culp expects these numbers to increase over the next year. We have so many homeless people and drug abuse is a big problem in our county.

Dr. Macedonia asked how we can act on it. Dr. Culp stated we need to be vigilant with STI's. Dr. Culp feels we need to keep a low threshold for testing; if you test you can treat. There are multiple places to obtain testing. The Health Department does charge \$26.00 for testing.

Nursing Report

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

Dr. Macedonia asked for the WOW schedule. Health Commissioner Henry stated they would have it for next meeting.

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.

In speaking of the odor complaints from April, Dr. Macedonia wants to know what Apex is doing to cause this odor and what their plans are to stop it. It is not fair to the residents that live in that area. Mr. Maragos stated he had been in talks with Apex and they are working with other landfills to see what they are doing to eliminate the odors. Health Commissioner Henry stated he has seen an increased level of interest on the part of Apex in learning other avenues to reduce their odors. Apex has admitted at times they have let the work phase get to big and not get the area covered quick enough. There is good communication from them in the past few months.

Apex is going to attend our June meeting to address our concerns. Dr. Macedonia asked if we could send a list of concerns to them prior to the meeting for them to be prepared to answer.

Mr. Mougianis asked how much the time of the year has to do with the amount of odor complaints. Mr. Maragos believes as it gets warmer the complaints will increase. The garbage coming in from New Jersey travels through the entire state of Pennsylvania and the garbage is baking in those containers prior to arriving to the Apex. The Health Department and EPA have no jurisdiction with the railroad.

Health Commissioner Henry has been in contact with an employee of Senator Sherrod Browns office concerning the rail legislation and he pointed him to Bill Johnson's legislation as it aligns



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more with what I was speaking of. Health Commissioner Henry would like to write a letter of support of their legislation and point out our spill of solid waste in our area. Health Commissioner Henry asked if the board would like to sign off on that letter as well. The board agreed they would like to sign off as well.

Mr. Mougianis continued that he feels the odors are there year round, but with the weather getting warmer and more people opening their windows, getting out in their yards, having picnics etc. accounts a lot for the uptick in odor complaints. Mr. Mougianis stated he feels Apex should come and talk to us and have accountability to these residents. Even though the number of odor complaints has decreased we would rather there not be any complaints.

In moving on to Wednesday's in Wintersville and First Fridays in regards to vendor licenses. Suzanne Brown asked why the event coordinator doesn't have a list of all vendors who will be setting up and to make sure that we have a list to make sure that they are all licensed through the Health Department. Carla Gampolo suggested giving the board members a copy of the temporary and mobile licenses packets. There is a policy that will be brought to the next board meeting for approval that all mobiles must notify us no later than 5 days prior to the event they are attending. All licenses must have a drawing of the plans on the back of the license. The drawing must match the mobile that we are in. There are some businesses that have multiple mobiles hence why each one has to have their own drawing.

Chief Crago suggested that they be given some sort of sticker every year to be visible to the public that the vendor has been inspected and passed for that year. Dr. Macedonia says he agrees with Chief Crago and would like a presentation of a sticker for the next meeting that will be visible.

Mr. Mougianis asked about the vendors serving alcohol. Mr. Maragos stated we have no jurisdiction over that. There have been beer trucks that have come in and we don't license them. There is a temporary license from the State of Ohio that is required to serve alcohol. Mr. Mougianis doesn't feel that is being done at first Fridays. Health Commissioner Henry stated it has been discussed at Council meetings that the City of Steubenville may be allowing open containers on certain city blocks in the City. This has been discussed at several council meetings of late. Mr. Maragos stated he does not want alcohol to play any kind of role of what happened at the carnival at the mall. The Environmental Department will work on stickers from the county to be given to those licensed through our county. A complimentary walk through is performed for mobiles from other counties in the State of Ohio.

Accreditation

We have completed several assessments over the past few weeks. The readiness assessment was filled out on paper and we will convert that over to the electronic document. An employee satisfaction survey was conducted and Health Commissioner Henry will share those results at the



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next month’s meeting. We will be doing Cultural and Linguistic competency training in the future and we did a pre-assessment for that as well as a general public health competency assessment. That will allow us to see where the staff’s competency is now and we will build the annual education around their competencies to build off of that.

Health Commissioner Henry stated the next thing we will talk about is the proposed Mission, Vision and Values for the Department. There was a survey sent to all the employees a few years back prior to Health Commissioner Henry’s arrival about the mission, vision and values statements. We went off the old material and put our own spin on it to see where public health has shifted to in the past couple years since the survey was send out. Health Commissioner Henry stated we would like to update the Mission, Vision and Values statement to reflect how we serve our community.

<i>Action</i>	<i>Motion to Approve the New Mission, Vision and Values for the Health Department.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-70	Chief Crago moved and Mrs. Brown seconded a motion to approve the new Mission, Vision and Values for the Health Department. Motion passed unanimously.	1 st - Crago 2 nd – Brown Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye

PHEP

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

Dr. Macedonia stated he noticed on the minutes of another organizational meeting that they accept the committee reports as an official mention in their minutes. He feels we should do that to show we reviewed and accepted all the reports.

<i>Action</i>	<i>Motion to Accept the Staff Reports.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-71	Mrs. Brown moved and Mr. Mougianis seconded a motion to accept the staff reports. Motion passed unanimously.	1 st - Brown 2 nd – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye

Correspondence - None



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Committee Reports

Mr. Mougianis – Would the opportunity to highlight our staff and what you have done and continue to do; from Kelly Wilson being the ring leader of the group. It’s been invaluable and we are so much different today because of all of you, not the board, but because of the staff. Thank you.

Old Business

Nuisance Update:

Carleson: Mr. Carleson’s next hearing is scheduled for June 13, 2023.

Johnny’s Tire and Auto: Johnny’s Tire is on the last few days of his final order from the fire department. Not only is he not in compliance with our order, he only has a few days left to be in compliance with the fire departments order. The case will then go to Steubenville City Municipal court for both the City for the violation of the fire code and the Board of Health’s illegal tire dump. We have also engaged with the Ohio EPA for some hazardous materials that he is not properly maintaining. Mr. Mougianis asked if he has made any effort at all. To Health Commissioners knowledge he has not.

Committee Assignments: In review of the Committee Assignments from last meeting it was noted that Mrs. Brown was only on one committee so if we wanted to reassign some of that. Dr. Macedonia spoke up and said he is on three so she can have one of his. Mrs. Brown will be assigned to Personnel. We now have updated Committee Assignments.

New Business –

2024 Board of Health Meeting Dates: We would like a motion to keep the meeting dates as the Third Tuesday of every month at 8:15 am through the end of 2024. The schedule was approved.

<i>Action</i>	<i>Motion to Approve the 2024 Board of Health Meeting Dates.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-72	Mrs. Brown moved and Chief Crago seconded a motion to approve the 2024 Board of Health Meeting Dates. Motion passed unanimously.	1 st - Brown 2 nd – Crago Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye



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2023 Revised Budget: The only change to the budget is the addition of a new grant OHiO Optimizing Healing in Ohio Communities we received and had to add into the budget. As grants come in they have to be added to the budget and we must revise the budget per audit compliance.

<i>Action</i>	<i>Motion to Approve the 2023 Revised Budget.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-73	Mrs. Brown moved and Mr. Mougianis seconded a motion to approve the 2023 revised budget. Motion passed unanimously.	1 st - Brown 2 nd – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye

Account Transfer: The CN22 Covid Needs grant when initially received there was nothing about having to report project income. However, the money we got in for giving covid shots was going into the nursing fund. About three months after the grant started, they came up with a revision that we needed to track project income. We have compiled the information and there is a required report that is done monthly. We went back to the beginning of the grant and tracked down all the funds that were obtained for covid shots, so the amount of \$41,227.77 needs to be transferred from the Nursing fund to the CN22 Grant as project income. The good thing is, we are allowed to spend that money through December of 2023. Anything that is performed dealing with covid, salaries, supplies etc. can still be charged to that grant.

The down side to this is that the nursing fund is going to be reduced from \$73,746.66 by this amount. We must comply with the grant requirements or risk being cited in an upcoming audit.

<i>Action</i>	<i>Motion to Approve the Project Income Transfer from Nursing to CN22 Grant.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-74	Chief Crago moved and Mr. Mougianis seconded a motion to approve the Project Income transfer from nursing to CN22 Grant. Motion passed unanimously.	1 st - Crago 2 nd – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye

Health Commissioner Henry wanted to thank Chief Crago and TEMS for the Car Seats. We have gotten our first supply of car seats for income eligible families yesterday. So a big thank you to your team for getting them to us.

Public Participation – None



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Executive Session – None


Chief Crago asked if we could get an updated contact list of the board members. Board members asked about the status of Mr. Bell. He is home and working on his mobility. Dr. Macedonia wanted to make the board aware that we cannot replace a board member. If any change was to be made it would have to come from the District Advisory Council (DAC).

<i>Action</i>	<i>Motion to adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-75	Mrs. Brown moved and Mr. Mougianis seconded a motion to adjourn. Motion passed unanimously.	1 st - Brown 2 nd – Mougianis Bell - Absent Crago – Aye Macedonia – Aye Mougianis - Aye Brown – Aye

There being no further business before the Board, the meeting was adjourned at 10:01 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, June 20, 2023 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:



Dr. Patrick H. Macedonia, Board President



Andrew Henry, Health Commissioner