



# JEFFERSON COUNTY General Health District

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## BOARD OF HEALTH MINUTES OF REGULAR MEETING

July 18, 2023

8:15 a.m.

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

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

### Staff:

Andrew Henry, Health Commissioner  
Kelly Wilson, Fiscal Director  
Michele Henry, Administrative Assistant  
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  
Hannah Piko, Director of Nursing  
Kylie Smogonovich, RN

**Absent:** Terry Bell, Medical Leave  
Chief Crago Excused Absence

**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 and Chief Crago were absent.

### APPROVAL OF MINUTES

<i>Action</i>	<i>Motion to accept the June 20, 2023 Minutes of the Regular Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-87	Mr. Mougianis moved and Mrs. Brown seconded a motion to approve the June 20, 2023 minutes of the regular meeting.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> – Brown Bell - Absent Crago – Absent



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	Motion passed unanimously.	Macedonia – Aye Mougianis - Aye Brown – Aye
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### June 2023 Revenue Report

<i>Action</i>	<i>Approval of June 2023 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2021-88	Mr. Mougianis moved and Mrs. Brown seconded a motion to approve of June 2023 Revenue Report.  Motion passed.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> – Brown Bell - Absent Crago – Absent Macedonia – Aye Mougianis - Aye Brown – Aye

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

### June 2023 Expense Report

<i>Action</i>	<i>Approval of June 2023 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-89	Mr. Mougianis moved and Mrs. Brown seconded a motion to approve of June 2023 expense report.  Motion passed unanimously.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> – Brown Bell - Absent Crago – Absent Macedonia – Aye Mougianis - Aye Brown – Aye

Mrs. Brown questioned why the salaries were higher for the month of June. Kelly Wilson explained it was because there were three pays in the month of June.

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

**Personnel – None**

**Travel Requests –**



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Health Commissioner Henry stated we have one reimbursement for the month. Kelly Wilson went to the Ohio Accreditation Learning Community meeting in Columbus. The reimbursement will be for mileage in the amount of \$178.64.

<i>Action</i>	<i>Motion to Approve of Mileage Reimbursement for Kelly Wilson in the amount of \$178.64 for Travel to Columbus for Accreditation Learning Community Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-90	Mr. Mougianis moved and Mrs. Brown seconded a motion to approve of mileage reimbursement for Kelly Wilson in the amount of \$178.64 for travel to Columbus for Accreditation Learning Community Meeting.  Motion passed unanimously.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> – Brown Bell - Absent Crago – Absent Macedonia – Aye Mougianis - Aye Brown – Aye

**Contracts/MOU’s – None**

**Adoption of Forms/Policies –**

Health Commissioner Henry spoke of the Diversity Equity and Inclusion terms that will need to be adopted by the Health Department as a key part of our Accreditation. Under the standards and measures we need to have board adopted terms for Diversity, Equity and Inclusion. These would be board adopted board approved terms. There is a laundry list of terms presented here that focus on diversity, equity and inclusion. Health Commissioner Henry stated he understood some of these are polarizing terms and are not really terms we use every day or terms we know without referring to the definition of them. Health Commissioner Henry opened it up for comments from the board.

Dr. Macedonia is not opposed to this sort of thing, but is opposed to the gender identity terms included in here. He is not even sure of the meaning of some of it and doesn’t understand it. Some of the references listed are lgbtq, community and the Meriam dictionary. He doesn’t know how far we take this and what the purpose of all this to include everything. I understand we can take items out; but all this gender identity language is very confusing to me. Dr. Macedonia has no idea where we are heading and to adopt it here as a board as a diversity policy is very concerning to him.

Kelly Wilson spoke up about the standards and measures accreditation handbook that we have to follow to pursue accreditation we have to have that. It is standard 10.2.1A as going through the standards and measures. She went to the websites listed in the sources to obtain these terms presented. We as a board can change those however we want. Ms. Wilson looked at other



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various health departments that do have one. Some are longer and some are actually shorter. If you want us to revisit the terms and make the list shorter we can, but again this is a point in the accreditation process that they added. In order to be accredited we have to have this policy. You as a board can change that however you feel.

Dr. Macedonia understands the need, he misinterprets that we have to do this and accept it as it is.

Mr. Mougianis agrees with Dr. Macedonia and is very concerned with a lot of these terms and he is concerned with the fact that they have to adopt them. It doesn't sit well with him. He doesn't feel any of us want to be forced to do anything. We also have to understand the times we are in and this is another issue we are all facing. I think we can come up with a happy medium. There may be some we can adjust or eliminate but we have to have one in some regard.

Mrs. Brown stated she agreed it is getting out of control. She didn't know half of these terms that were presented. She would like to be able to make our own set of terms as a group to meet the standard set for accreditation. Health Commissioner Henry stated we could have an Administration Committee meeting to review the terms with the administration committee board members to discuss and bring back to the next meeting. Mr. Mougianis would like to table this.

<i>Action</i>	<i>Motion to Table the Diversity, Equity and Inclusion Terms and Hold an Administration Committee Meeting to Review the Terms and Report Back at the August Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-91	Mrs. Brown moved and Mr. Mougianis seconded a motion to table the Diversity, Equity and Inclusion terms and hold an Administration Committee Meeting to review the terms and report back at the August Meeting.  Motion passed unanimously.	1 <sup>st</sup> - Brown 2 <sup>nd</sup> – Mougianis Bell - Absent Crago – Absent Macedonia – Aye Mougianis - Aye Brown – Aye

### **Purchase Orders over \$5000 – None**

### **Health Commissioner's Report**

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

Health Commissioner Henry stated they are finalizing the Toronto and Steubenville City Contracts and should be ready for the August Board Meeting.



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Dr. Macedonia spoke to Health Commissioner Henry about the meeting that Trinity Health System held regarding the funding from Common Spirit to help fund the needs of the community. Dr. Macedonia was a little taken back that the Health Department was not included in any of these discussions nor were they invited to the event they held. Dr. Macedonia asked Health Commissioner Henry to reach out to Trinity as he feels we do have a role in all of this. We would like to find out what we can do to participate.

## **Medical Director's Report**

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

There are forms for Lyme's disease cases that need completed by the physician and sent to ODH for confirmation of the cases. Dr. Culp is expecting the number of confirmed cases to increase. She has been finding the reports have not been completed completely and therefore not showing as confirmed with ODH. Dr. Culp has been resubmitting the forms and is hopeful the accuracy of cases will be updated soon.

## **Nursing Report**

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

Dr. Culp added that Danielle Czuchran, RN is now a certified BLS instructor as well. Stephanie Chester and Dr. Culp need to finish out the clinical portion and they too will be certified BLS instructors as well.

Dr. Macedonia suggested that Hannah Piko reach out to local churches with a flyer about the Diaper Bank initiative and maybe get some congregations to donate to get the Diaper Bank up and running.

## **WIC Report**

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

Dr. Macedonia asked about the labor shortage Stephanie mentioned in her report. Stephanie explained because WIC is nutrition based program, they are looking for Registered Dietitians. WIC has released funding for anyone that wants to expand their education and become a registered Dietician.

## **Environmental**

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



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Mr. Mougianis gave a brief overview of his site tour of the landfill at Apex. He stated this is quite the operation. It is very impressive when you see it in person. It is a stinky business but what they do to keep that at a minimum is very impressive.

Suzanne Brown agreed with everything Mr. Mougianis said. Mrs. Brown did state it did smell in areas, but they are trying to combat that.

Dr. Macedonia thanked everyone for their comments on Apex landfill, but it still doesn't excuse the smell. He read all the verified complaints and stated we have to do something. He wants to know who the next highest agency is. He stated it is not fair for the people that live out there. Marc Maragos stated it is the EPA and there is a follow-up phone call with the EPA this afternoon.

### Accreditation

Health Commissioner Henry stated the staff attended a training on Cultural and Linguistics competence and will be attending part II on July 26, 2023.

### PHEP

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

<i>Action</i>	<i>Motion to Approve the July Committee Reports.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-92	Mrs. Brown moved and Mr. Mougianis seconded a motion to approve the July Committee Reports.  Motion passed unanimously.	1 <sup>st</sup> - Brown 2 <sup>nd</sup> – Mougianis Bell - Absent Crago – Absent Macedonia – Aye Mougianis - Aye Brown – Aye

### Correspondence – None

### Committee Reports

#### Personnel Committee:

Personnel Committee met and a copy of the minutes is attached hereto and made part of the official minutes.



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## Old Business

### Nuisance Update:

**Carleson:** This property was recently cleaned up by the Jefferson County Probation court. Individuals needing community service hours spent almost four complete eight hour days with a full crew cleaning it up. They trimmed back the overgrowth and then began pitching away the open dump of garbage that was around the property.

Mr. Blake wanted to let the board and the public aware that this will not become a common practice. It is the homeowners' responsibility to clean up their property.

Marc Maragos stated the workers really worked hard to get this property cleaned up. Dr. Macedonia asked who is going to monitor it now. Dr. Macedonia feels that the property needs to be monitored so it doesn't go back to the way it was. A couple staff members will be driving by randomly. In six months, Dr. Macedonia would like to file a report to see if the property is being maintained, and that we continue to monitor this.

**Johnny's Tire and Auto:** Health Commissioner Henry stated the owner's attorney had a deadline of July 7, 2023 to submit the proper tire disposal receipts. We have not received any receipts. They have not complied with any other requests to date. The Health Department will be working with other entities to address this situation.

## New Business –

**Fort Steuben/Nutcracker Funding Request:** Health Commissioner stated the Old Historic Fort Steuben for the nutcracker village sent us a request basically a sponsorship. As you've probably seen there is talk between the city and the commissioners about having public restrooms down at the fort. They will not have that in time for the nutcrackers for the holiday season so they asked if the Board of Health would be willing to help support the nutcracker village through a monetary donation to help fund restrooms during the nutcracker village. It is a sanitary issue for people not being able to use the restroom or wash their hands properly. This is their request to us. They are asking for almost \$4,000.00. We cannot afford that much.

Dr. Macedonia stated a concern of setting a precedence, when someone else wants money how do you say no once you've already given to another. They need to pursue a grant on their own for funding, the Health Department does not give out grants.

Mr. Mougianis is not opposed to helping them a little bit. Dr. Macedonia asked if this is granted where will the funds come from. Kelly Wilson stated it would have to be the General Fund itself.



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Mrs. Brown stated the nutcrackers are well known not only by residents but from people all over. There are busloads of people who come to see the nutcrackers. She feels we should give them something. Mr. Mougianis stated it shows us helping others in the community.

<i>Action</i>	<i>Motion to Approve a One Time Donation of \$2,000.00 to help the Fort Steuben/Nutcracker Funding Request.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-93	Mr. Mougianis moved and Mrs. Brown seconded a motion to approve a one-time donation of \$2,000.00 to help with Fort Steuben/Nutcracker Funding Request.  Motion passed unanimously.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> – Brown Bell - Absent Crago – Absent Macedonia – Nay Mougianis - Aye Brown – Aye

**Revised Appropriations:** Kelly Wilson stated there was a sheet sent with your packet. The main reason for the revised appropriation request is for the other expenses. We only had \$134,000 remaining in other expenses as of June 30<sup>th</sup>. The system we currently have does not line item budgets within funds. However, in 2024 we will be switching over to the county system and will have the ability to have the line items within each fund. The majority of our expenses stem from the landfill fees to the EPA, County Commissioners, and the townships. Although this year we are operating the CF23 Grant for the EOCC and the Jail and that money should've been designated to refunds and reimbursements and it was charged against the other expenses. This is the main reason we need to revise the appropriations from refunds and reimbursements to the other expense line item.

Dr. Macedonia asked about the fund balances. Kelly Wilson explained the ending balance listed for June 30, 2023 the entire general fund has a balance of \$641,798.05 but the nursing line item we only have \$15,557.60 when this money is depleted in the next couple months, the board of health general fund will have to cover that. We had previously gotten permission from the Ohio Tax Commission to be able to transfer money from other funds to cover any negative balances. Kelly Wilson will look into it in late September/October to determine what funds if any will need to have transfers completed. In closing, the funds look to be in very good shape, a lot better that we have been in the past.

Kelly and Andrew will be looking into accounts that have not been paid and find a way to recoup some of those monies. The revenue we are entitled to we are not recouping.

Health Commissioner Henry also stated we have not yet received the monies from the City of Toronto and the City of Steubenville for 2023 yet.



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<i>Action</i>	<i>Motion to Approve the Revised Appropriations.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-94	Mr. Mougianis moved and Mrs. Brown seconded a motion to approve the revised appropriations.  Motion passed unanimously.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> – Brown Bell - Absent Crago – Absent Macedonia – Aye Mougianis - Aye Brown – Aye

**WPCLF Grant Variance:** This is a state wide grant through the EPA that is managed by the Soil and Water District here in Jefferson County but they get funding for low income county residents for new septic tanks. Our role is to go out to inspect the septic tank. Small parcel properties require a variance for their septic tanks. There are 15 variances that will be needed and we are coming to the board to ask permission for Health Commissioner Henry to be able to sign off on those variances without having the people appear before the board to ask for the variance to be granted. Health Commissioner Henry and Marc Maragos will make sure that all inspections are complete and all guidelines will be followed according to the need of the landowner.

<i>Action</i>	<i>Motion to Give the Health Commissioner the Authority to Grant Variances for the WPCLF Grant.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-95	Mrs. Brown moved and Mr. Mougianis seconded a motion give the Health Commissioner the authority to grant variances for the WPCLF grant.  Motion passed unanimously.	1 <sup>st</sup> - Brown 2 <sup>nd</sup> – Mougianis Bell - Absent Crago – Absent Macedonia – Aye Mougianis - Aye Brown – Aye

**Public Participation – None**

**Executive Session – None**

Dr. Macedonia thanked both WTOV-9 and the Herald Star for attending our meetings and for the accuracy in their reporting the past few months.

<i>Action</i>	<i>Motion to adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2023-96	Mr. Mougianis moved and Mrs. Brown seconded a motion to adjourn.  Motion passed unanimously.	1 <sup>st</sup> - Mougianis 2 <sup>nd</sup> – Brown Bell - Absent Crago – Absent Macedonia – Aye



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		Mougianis - Aye Brown - Aye
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There being no further business before the Board, the meeting was adjourned at 9:20 a.m.

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

**ATTESTED:**

  
Patrick H. Macedonia, MD, Board President

  
Andrew Henry, Health Commissioner