



JEFFERSON COUNTY General Health District

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**BOARD OF HEALTH
MINUTES OF REGULAR MEETING
April 16, 2024
8:15 a.m.**

The regular monthly meeting of the Board of Health was held on Tuesday, April 16, 2024 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, President
Mark Kissinger, DO
Terry Bell
Mary Mihalyo
Suzanne Brown, Vice-President

Staff:

Andrew Henry, Health Commissioner
Kelly Wilson, Director of Finance
Marc Maragos, Environmental Director
Carla Gampolo, Registered Sanitarian
Dr. Jane Culp, Medical Director
Kylie Smogonovich, Director of Nursing
Rick Stead, PHEP Coordinator
Stephanie Chester, WIC Director

Absent:

Prosecutor: Not in attendance

Guests: See sign-in sheet

CALL TO ORDER

The meeting was called to order at 8:21 a.m. following the yearly re-organizational meeting by Anthony Mougianis, President. Roll call was taken. All board members were in attendance.

APPROVAL OF MINUTES

Mr. Mougianis asked for any corrections notations etc. for the Board Minutes presented. There being none he asked for a motion to accept the minutes as submitted.

<i>Action</i>	<i>Motion to Approve the March 19, 2024 Minutes of the Regular Board Meeting</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-036	Dr. Kissinger moved and Mr. Bell seconded a motion to approve the March 19, 2024 minutes of the Regular Board Meeting. Motion passed unanimously.	1 st - Kissinger 2 nd - Bell Bell - Aye Mihalyo – Aye Kissinger – Aye



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		Mougianis - Aye Brown – Aye
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March 2024 Revenue Report

Kelly Wilson reported the revenue may look a little strange as there are negative balances for the line items of Public Health Workforce Grant, Ohio Optimizing Healing in Ohio Communities and Enhances Opportunity Grants. The reason is the entries had to be reversed as was approved at last month’s meeting to approve to reverse the 2023 advances. This will get the accounts back in order. The grants because they are reimbursement grants, will show negative balances as Kelly Wilson has to bill for expenses each month to be reimbursed by the grant the following month.

<i>Action</i>	<i>Approval of March 2024 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2024-037	Mrs. Brown moved and Mr. Bell seconded a motion to approve of March 2024 Revenue Report. Motion passed unanimously.	1 st - Brown 2 nd – Bell Bell – Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

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

March 2024 Expense Report

Kelly Wilson reported the expenses were normal for the month.

<i>Action</i>	<i>Approval of March 2024 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-038	Dr. Kissinger moved and Mrs. Brown seconded a motion to approve of March 2024 expense report. Motion passed unanimously.	1 st - Kissinger 2 nd – Brown Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

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

Personnel – None



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Travel Requests

Stephanie Chester will be attending the State Directors Meeting May 1 -2, 2024 in Columbus, Ohio. Lodging \$134.20, Parking fees est. \$19.00, Meals \$31.00 and Mileage \$174.00 for an estimated total of \$358.20.

Stephanie Chester will be attending the Nutrition and Breastfeeding Advisory Council June 6 -7, 2024 in Columbus, Ohio. Lodging \$134.20, Parking fees est. \$19.00, Meals \$31.00 and Mileage \$174.00 for an estimated total of \$358.20.

<i>Action</i>	<i>Motion to Approve the Travel Requests for Stephanie Chester</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-039	Mrs. Brown moved and Mr. Bell seconded a motion to approve the travel requests for Stephanie Chester. Motion passed unanimously.	1 st - Brown 2 nd – Bell Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

Contracts/MOU's – None

Adoption of Forms/Policies – None

Purchase Orders over \$5000

The purchase order over \$5,000.00 for the month was for the Treasurer of State for the first quarter birth/death certifications for \$19,118.16.

<i>Action</i>	<i>Motion to Approve the Treasurer of State Purchase Order for the Month</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-040	Dr. Kissinger moved and Mrs. Brown seconded a motion to approve the Treasure of State purchase order for the month. Motion passed unanimously.	1 st - Kissinger 2 nd – Brown Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye



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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.

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.

Stephanie Chester reported she attended the bi-weekly monthly meeting calls with the state that discusses where in the state formula may be lacking. We are in good shape for this area currently.

Stephanie also attended weekly staff meetings at the health department, attended a virtual state nutrition and breastfeeding advisory meeting on March 1, attended the State Nutritional Conference virtually on March 12, attended a breast fest conference in Columbus on 3/15 & 3/16 along with our peer helper Crystal Wickham, participated in the Child Fatality Review on March 20th and the strategic planning meeting on 3/28.

WIC did get new computers and tablets in the past month. There will be online education with our WIC participants that they can complete prior to them coming into the office.

We are hoping to provide card loads on the road and bedside certifications at the hospital with the new equipment.

There will be WIC Packet changes coming and Stephanie Chester will report on these changes next month. WIC is looking to modernize the way they do things to include doctors to streamline some of the care our participants receive.

Environmental

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

Health Commissioner Henry gave a public thank you to Marc Maragos for all the work he did at the Last Resort in Toronto due to their recent flooding. He helped to get them all situated to get



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them reopened the next day. There were numerous donations of cleaning supplies and volunteers who donated their time and efforts to achieve the re-opening. A great show of community involvement working together to help others in need.

Accreditation

Health Commissioner Henry spoke about the work we have been doing surrounding the Strategic Plan. We want to get that document completed and approved so that we may move on to other items. The Strategic Plan Priorities that have been identified were emailed out to the board. This was a group effort with the entire staff.

A copy of the Strategic Plan Priorities is attached hereto and made part of the official minutes.

<i>Action</i>	<i>Motion to Approve the Strategic Plan Priorities</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-041	Mr. Bell moved and Mrs. Brown seconded a motion to approve the Strategic Plan Priorities. Motion passed unanimously.	1 st - Bell 2 nd – Brown Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

PHEP

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

Correspondence – None

Committee Reports

- Environmental* – Nothing to report.
- Administration/Finance* – Nothing to report
- Clinical* – Nothing to report.
- Personnel* – Nothing to report.
- Events-* Nothing to report.



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Old Business

Healthy Aging Grant:

TRINITY HEALTH SYSTEM PRIME TIME OFFICE ON AGING – Trinity declined the award of \$50,000.00 from the Healthy Aging grant. We now have that funding available to allocate to other senior services in the community. The email declining the funding was sent to the board as part of the board packet.

THE STEUBENVILLE YMCA - Health Commissioner Henry stated we had two more requests for funding from the Healthy Aging Grant. The Steubenville YMCA is requesting \$2,600.00 to repaint their Pickle Ball Courts at the YMCA Wellness Center St. John’s Arena. They currently have three courts painted on the gym floor and they would like to add a fourth court because of the amount of people utilizing the courts daily. It also opens one of the basketball courts completely so children can still play basketball. More capacity for pickle ball and more space for the children to play.

<i>Action</i>	<i>Motion to Approve the \$2,600.00 for the YMCA for Pickleball Courts</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-042	Dr. Kissinger moved and Mrs. Brown seconded a motion to approve the \$2,600.00 for the YMCA for Pickleball Courts. Motion passed unanimously.	1 st - Kissinger 2 nd – Brown Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

MINGO SENIOR CENTER- The Mingo Senior Center, as discussed last month, did request \$18,415.00 to revamp their kitchen space to begin serving meals at that center. It does fit the criteria for the grant. The funding is for the Mingo Senior Center for upgrades to the facility in the amount of \$18,415.00 in \$5,000.00 increments.

<i>Action</i>	<i>Motion to Approve the \$18,415.00 for the Mingo Senior Center for Upgrades to the Facility</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-043	Dr. Kissinger moved and Mrs. Mihalyo seconded a motion to approve the \$18,415.00 for the Mingo Senior Center for upgrades to the facility. Motion passed unanimously.	1 st - Kissinger 2 nd – Mihalyo Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye



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New Business

Board Retreat

At the previous board meeting, Mrs. Mihalyo asked about having a board retreat. Health Commissioner Henry is in the process of setting up the retreat and is asking the board members for topics that they would like to be represented. The public would be invited to attend the retreat as it will be considered a quorum and according to the sunshine laws must be an open public meeting.

Mrs. Brown would like each individual director to attend to answer questions that the board may have about their day to day operations and to be able to connect with the directors and have conversations with them. Mr. Mougianis would like the topics to be in line with the strategic plan. Mrs. Mihalyo would like someone from the state to attend. Health Commissioner Henry informed the group that ODH staff are not permitted to participate in board of health meetings per their leadership. Mrs. Mihalyo would like to know the format that can be used. She would like the opportunity to brainstorm with the other board members about their individual wish lists they might have.

Public Participation

JUDI KEENAN – Mingo Senior Center Representative

Ms. Keenan stated the Mingo Senior Center is in need of a facelift. Their appliances in the kitchen are very old. The stoves, refrigerators and freezers will need replaced. The chairs will also need replaced.

The bathrooms will need fixed; the sinks are hanging off the wall and there is no storage to put things. The ceiling has water damage from a previous leak and they would like to replace the damaged panels.

She's hoping the updates will bring the people back and give them a place to socialize. We would like to put in a couple computers and to get enough food to have lunches and programs.

Mrs. Mihalyo asked if there was a formal board of directors for the center. Ms. Keenan responded there is one person on council that looks over the senior center and the person who runs it.

A long discussion ensued concerning who would be responsible for providing the W-9 for tax reasons and all of the spending documentation to meet the grant qualifications. It was decided that the City of Mingo would be the responsible party. Kelly Wilson will contact the Fiscal



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Officer of the City of Mingo to finalize the details. The money will be distributed in \$5,000.00 increments. Mr. Jack McGuire will set up a meeting with all the pertinent parties.

Executive Session – None

<i>Action</i>	<i>Motion to Adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-044	Mr. Bell moved and Mrs. Brown seconded a motion to adjourn. Motion passed unanimously.	1 st - Bell 2 nd – Brown Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

There being no further business before the Board, the meeting was adjourned at 9:19 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, May 21, 2024 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:



Anthony Mougianis, Board President



Andrew Henry, Health Commissioner