



JEFFERSON COUNTY General Health District

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**BOARD OF HEALTH
MINUTES OF REGULAR MEETING
June 18, 2024
8:15 a.m.**

The regular monthly meeting of the Board of Health was held on Tuesday, June 18, 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
Suzanne Brown, Vice-President
Mark Kissinger, DO
Terry Bell

Staff:

Andrew Henry, Health Commissioner
Michele Henry, Administrative Assistant
Marc Maragos, Environmental Director
Carla Gampolo, Registered Sanitarian
Kylie Smogonovich, Director of Nursing
Rick Stead, PHEP Coordinator
Stephanie Chester, WIC Director

Absent: Mary Mihalyo, Dr. Culp, Kelly Wilson

Prosecutor: Not in attendance

Guests: See sign-in sheet

CALL TO ORDER

The meeting was called to order at 8:15 a.m. by Anthony Mougianis, President. The Pledge of Allegiance was recited. Roll call was taken. Mary Mihalyo was absent.

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 May 21, 2024 Minutes of the Regular Board Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-058	Mr. Bell moved and Dr. Kissinger seconded a motion to approve the May 21, 2024 minutes of the Regular Board Meeting. Motion passed unanimously.	1 st - Bell 2 nd - Kissinger Bell - Aye Mihalyo – Absent Kissinger – Aye Mougianis - Aye



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		Brown – Aye
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May 2024 Revenue Report

Health Commissioner Andrew Henry reported as far as the revenue for the month there was nothing out of the ordinary.

We are waiting on the auditors to contact us about the 2023 Audit.

The TB Fund is no longer on the fund balance because it creates confusion about what is left in the fund. We are working with the auditor’s office to keep an eye on the remaining funds for the TB/Bureau of Children with Medical Handicaps.

<i>Action</i>	<i>Approval of May 2024 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2024-059	Mrs. Brown moved and Mr. Bell seconded a motion to approve of May 2024 Revenue Report. Motion passed unanimously.	1 st - Brown 2 nd – Bell Bell – Aye Mihalyo – Absent Kissinger – Aye Mougianis - Aye Brown – Aye

May 2024 Expense Report

Health Commissioner Andrew Henry reported the expenses were normal for the month. The Payroll expenses were higher due to there being three pays for the month of May.

<i>Action</i>	<i>Approval of May 2024 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-060	Dr. Kissinger moved and Mrs. Brown seconded a motion to approve of May 2024 expense report. Motion passed unanimously.	1 st - Kissinger 2 nd – Brown Bell - Aye Mihalyo – Absent Kissinger – Aye Mougianis - Aye Brown – Aye

Personnel – None



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Travel Requests –

Rick Stead went to a pediatric disaster response course June 12th and 13th in Columbus. The total of lodging, food, mileage and parking was approximately \$597.54. This may be the last conference for a couple months.

<i>Action</i>	<i>Motion to Approve the Travel Request for Rick Stead.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-061	Mr. Bell moved and Mrs. Brown seconded a motion to approve the travel request for Rick Stead. Motion passed unanimously.	1 st - Bell 2 nd – Brown Bell - Aye Mihalyo – Absent Kissinger – Aye Mougianis - Aye Brown – Aye

Contracts/MOU’s –

Health Commissioner Henry stated we have one contract this month. Canton City Health Department for the HIV Grant. This is an addendum for the HIV grant extending the contract to the end of July 31, 2024.

Dr. Kissinger asked what happens then on July 31st, Health Commissioner Henry responded this just extends the previous grant period. The next grant cycle will begin after that. Health Commissioner Henry read the addendum out loud for those in attendance. A copy of the agreement is attached hereto and made part of the official minutes.

<i>Action</i>	<i>Motion to Approve the HIV Contract Addendum.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-062	Mrs. Brown moved and Dr. Kissinger seconded a motion to approve the HIV contract addendum. Motion passed unanimously.	1 st - Brown 2 nd – Kissinger Bell - Aye Mihalyo – Absent Kissinger – Aye Mougianis - Aye Brown – Aye

Adoption of Forms/Policies – None



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Purchase Orders over \$5000 –

Health Commissioner Henry stated we do have one purchase order over \$5,000.00 for the month. This is for supplies for the mosquito grant purchased from Amazon in the amount of \$6,216.61.

<i>Action</i>	<i>Motion to Approve the Purchase Order for Amazon.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-063	Dr. Kissinger moved and Mrs. Brown seconded a motion to approve the purchase order for Amazon. Motion passed unanimously.	1 st - Kissinger 2 nd – Brown Bell - Aye Mihalyo – Absent Kissinger – Aye Mougianis - Aye Brown – Aye

Health Commissioner’s Report

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

Medical Director’s Report

Dr. Culp was at a conference and unable to attend our meeting this month. There is no report for this month.

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.

Mr. Mougianis commended the environmental staff for their insight at the Greek Festival. Very appreciative of their guidance and being thorough for allowing us to run a clean and sanitary environment. This allowed our festival to be successful.



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Accreditation

Health Commissioner Henry stated our staff; Kelly, Shelly, himself, Kylie, Jane and Carla participated in a PHAB documentation training. This will allow us to begin uploading documents to PHAB. The slideshow from the training was shared with the rest of the staff.

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.

Old Business –

Board Retreat – Health Commissioner Henry had a conversation with the Ohio Public Health Association they connected him with an experienced individual He is a physician and serves as Franklin County public health board chair. He's willing to come to share his knowledge of their board of health and how things are done in his county. He did share interest in connecting with Mr. Mougianis prior to putting anything in writing.

Health Commissioner Henry also reached out to Franklin County about a strategic planning retreat they had and shared their agenda with the board. More to come about the retreat.

Amsterdam Sewer Project - The letter that was drafted to send to the residents of Amsterdam was shared with the board in their board mailing packet. Health Commissioner Henry asked for the board's feedback. The letter explained why the residents have to connect to the sewer. They have received letters from the county commissioners in the past. They are now receiving a letter from the Board of Health. The Ohio Revised Code section is referenced in the letter stating it is a state law that they connect.

We are giving them one year from the date of the order, July 1, 2024, to connect with a six-month reminder notice around the end of 2024.



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Health Commissioner Henry opened up discussion from the board. Mr. Mougianis stated he felt the letter was good. Dr. Kissinger felt the letter was fair. As stated in the ORC we have a duty to report to the prosecutor if things aren't done. Dr. Kissinger asked if we sent a copy of the letter to the commissioners. Health Commissioner Henry stated not yet just to our legal counsel.

<i>Action</i>	<i>Motion to Approve the Amsterdam Sewer Project Letter to the Residents.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-064	Mr. Bell moved and Dr. Kissinger seconded a motion to approve the Amsterdam Sewer Project letter to the residents. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell - Aye Mihalyo – Absent Kissinger – Aye Mougianis - Aye Brown – Aye

Dr. Kissinger asked that we copy the county commissioners on the letter. Health Commissioner Henry asked the board to stay a couple minutes and sign the letter to be sent to the residents.

New Business –

Strategic Plan: Health Commissioner Henry stated we have been working with our consultant Rachel for the past couple of months, we now have the draft copy of our 2024-2027 Strategic Plan. We are presenting the draft copy and are asking for board approval to adopt it as our current Strategic Plan.

<i>Action</i>	<i>Motion to Approve the Strategic Plan as Submitted.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-065	Dr. Kissinger moved and Mrs. Brown seconded a motion to approve the Strategic Plan as submitted. Motion passed unanimously.	1 st - Kissinger 2 nd – Brown Bell - Aye Mihalyo – Absent Kissinger – Aye Mougianis - Aye Brown – Aye

Healthy Aging Requests: - Health Commissioner Henry stated we have had additional requests for Healthy Aging funds come in. The City of Toronto is requesting monies to provide Chlorine for the pool to keep it open all summer and money to upgrade the current tennis courts to include Pickleball courts.

For the Pickleball courts they are requesting \$15,000.00 and for the Chlorine \$4,224.82 for a total of \$19,224.84.



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<i>Action</i>	<i>Motion to Approve Healthy Aging Funding in the Amount of \$19,224.84 for the City of Toronto.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-066	Mr. Bell moved and Mrs. Brown seconded a motion to approve Healthy Aging funding in the amount of \$19,224.84 for the City of Toronto. Motion passed unanimously.	1 st - Bell 2 nd - Brown Bell - Aye Mihalyo – Absent Kissinger – Aye Mougianis - Aye Brown – Aye

Mr. Mougianis asked how much money was left in the Healthy Aging Grant. Health Commissioner Henry stated there is \$10,000.00 left unallocated in the “Other” category. There is a small portion left in digital literacy and \$7,000.00 in the housing section.

Mr. Bell discussed Carbon Capture, no further action required.

Public Participation – None

Executive Session – None

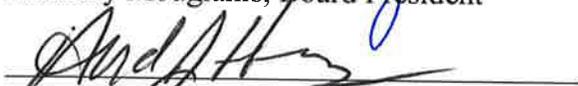
<i>Action</i>	<i>Motion to Adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-067	Mrs. Brown moved and Mr. Bell seconded a motion to adjourn. Motion passed unanimously.	1 st - Brown 2 nd – Bell Bell - Aye Mihalyo – Absent Kissinger – Aye Mougianis - Aye Brown – Aye

There being no further business before the Board, the meeting was adjourned at 8:48 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, July 16, 2024 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:


Anthony Mougianis, Board President


Andrew Henry, Health Commissioner

