



JEFFERSON COUNTY General Health District

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BOARD OF HEALTH MINUTES OF REGULAR MEETING

August 20, 2024

8:15 a.m.

The regular monthly meeting of the Board of Health was held on Tuesday, August 20, 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
Mary Mihalyo

Staff:

Andrew Henry, Health Commissioner
Kelly Wilson, Finance Director
Marc Maragos, Environmental Director
Dr. Jane Culp, Medical Director

Absent: Michele Henry, Kylie Smogonovich, Stephanie Chester, Rick Stead

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. 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 July 16, 2024 Minutes of the Regular Board Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-081	Mr. Bell moved and Mrs. Brown seconded a motion to approve the July 16, 2024 minutes of the Regular Board Meeting. Motion passed unanimously.	1 st - Bell 2 nd - Brown Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye



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JULY 2024 REVENUE REPORT

Kelly Wilson reported as far as the revenue for the month there was nothing out of the ordinary.

<i>Action</i>	<i>Approval of July 2024 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2024-082	Mr. Bell moved and Dr. Kissinger seconded a motion to approve of July 2024 Revenue Report. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell – Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

JULY 2024 EXPENSE REPORT

Kelly Wilson reported in the packet there was a fiscal expense correction report. Kelly reported the bottom line didn't change, just some changes that had to be made to WIC, Vital Statistics and the Board of Health. Kelly had to make adjustments to those three funds under the Medicare line items.

<i>Action</i>	<i>Approval of July 2024 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-083	Dr. Kissinger moved and Mr. Bell seconded a motion to approve of July 2024 expense report. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

PERSONNEL

Health Commissioner Henry stated that we have hired a Full Time Nurse pending board approval. Kayla Fogle will start on September 3, 2024 at the hourly wage of \$25.51 an hour.

<i>Action</i>	<i>Approval of the Hiring of Kayla Fogle.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-084	Mr. Bell moved and Mrs. Brown seconded a motion to approve of the hiring of Kayla Fogle. Motion passed unanimously.	1 st - Bell 2 nd – Brown Bell - Aye Mihalyo – Aye Kissinger – Aye



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		Mougianis - Aye Brown - Aye
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TRAVEL REQUESTS

Health Commissioner Henry stated there are a lot of travel requests this month. We do try to keep travel to a minimum, however, there are a lot of travel requirements especially for Rick Stead with the PHEP program. Some of Rick's travel is required to meet deliverables for his grant.

First Health Commissioner Henry and Mr. Stead went to Columbus for the Statewide Integrated Preparedness Planning which was a PHEP deliverable in the amount of \$180.29 each. (\$360.58).

Second is Marc Maragos and Carla Gampolo from Environmental to the Ohio Environmental Health Association Conference on Sept. 18 & 19, 2024 in the amount of \$798.68 each (\$1,597.36)

Third is for Health Commissioner Henry and Dr. Culp for the Association of Ohio Health Commissioners on September 18-20, 2024. Health Commissioner Henry in the amount of \$270 and Dr. Culp in the amount of \$345.04.

And lastly Rick Stead is in Columbus now for Disaster Readiness Training for PHEP in the amount of \$764.41.

<i>Action</i>	<i>Motion to Approve all the Travel Requests Presented for the Month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-085	Mr. Bell moved and Mrs. Mihalyo seconded a motion to approve the all travel requests presented for the month. Motion passed unanimously.	1 st - Bell 2 nd – Mihalyo Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

CONTRACTS/MOU's

Health Commissioner Henry stated we have four contracts this month.

First is the EZ to Use one-year renewal for the website in the amount of \$1,080.

Second is the HIV Education Agreement with Canton City in the amount of \$6,563. Third is Ohio Public Health Association Board Retreat, and fourth is the Morgan County MRC



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STTRONG that is a regional grant and we are a sub recipient for that to help counties in the area to improve their medical reserve corp.

<i>Action</i>	<i>Motion to Approve the Four Contracts Presented for the Month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-086	Mr. Bell moved and Mrs. Brown seconded a motion to approve the four contracts presented for the month. Motion passed unanimously.	1 st - Bell 2 nd – Brown Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

ADOPTION OF FORMS/POLICIES

Health Commissioner Henry stated we have two policies for the month. First is the nursing services Patient Financial Policy and the Project Dawn Policy.

The Patient Financial Policy is the type of policy an individual would see at a physician’s clinic that outlines we will bill your insurance and if the patient has a patient responsibility they would be responsible for that.

Project Dawn site had lapsed for a short period of time during the turnover of the nursing director. We have re-engaged with that program. We have always had Narcan on hand from the Healing Community Study Grant. That grant is winding down so we have resigned with Project Dawn and this is the policy for authorization to dispense Naloxone.

<i>Action</i>	<i>Motion to Approve Both Policies Presented for the Month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-087	Dr. Kissinger moved and Mr. Bell seconded a motion to approve both policies presented for the month. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo – Aye Kissinger – 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.



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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.

Kylie Smogonovich was not in attendance. Dr. Culp read her report.

WIC REPORT

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

Stephanie Chester was not in attendance. Health Commissioner Henry read her report.

ENVIRONMENTAL REPORT

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

ACCREDITATION REPORT

Health Commissioner Henry stated we have completed the draft of our Workforce Development Plan and have brought it for board approval which will be discussed under new business.

PHEP REPORT

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

Rick Stead was not in attendance. Health Commissioner Henry read his report.

CORRESPONDENCE

Health Commissioner Henry stated we received a thank you letter from the YMCA for the Healthy Aging money to resurface their Pickleball courts.

COMMITTEE REPORTS

Environmental – Nothing to report.

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

Administration/Finance – Nothing to report



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Clinical – Nothing to report.

Personnel – Nothing to report.

Events- Nothing to report.

OLD BUSINESS

Nalox Boxes:

Health Commissioner Henry stated Stark County has purchased the nalox boxes and are having them shipped here. We did order six of the clear AED style wall mounted boxes and four of the newspaper stand style that are coming.

Trinity East reached out to us requesting one at their location. Health Commissioner Henry reached out to Trinity West to see if they would want one at that location and Dr. Kissinger reached out to his landlord at his location to ask about one for that location. More to come on that.

If anyone knows of other locations, please get Health Commissioner Henry their contact information. We have given JMHA six boxes to put in their housing units. The Board discussed locations in the south end of Steubenville, like the Ohio Valley Health Center or the Library, and also at or near Maryland Market in Steubenville.

TB/BCMh:

The levy for TB and BCMh fund the letter was sent to the county commissioners. We will be attending the Commissioners meeting on Thursday for the Overdose Awareness Day Proclamation and also will be discussing the levy as well. It is up to the commissioners for this levy, we are just providing the recommendation.

NEW BUSINESS

Community Foundation for the Ohio Valley (River Valley Health Fund):

Health Commissioner Henry stated we received grant funding from the Community Foundation for the Ohio Valley (River Valley Health Fund) in the amount of \$4,900 for a lead testing machine. We were active in promoting Lead Safety and Education this past spring. We did not have lead testing to follow-up, so now we will be able to provide that service to our clients.

YMCA – Healthy Aging Request:

Health Commissioner Henry stated this is an additional request for the YMCA to purchase exercise equipment. They would like to purchase a recumbent elliptical in the amount of \$5,300.



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<i>Action</i>	<i>Motion to Approve Healthy Aging Funding in the Amount \$5,300.00 for the YMCA for Exercise Equipment.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-088	Dr. Kissinger moved and Mrs. Brown seconded a motion to approve Healthy Aging Funding in the amount of \$5,300 for the YMCA for exercise equipment. Motion passed unanimously.	1 st - Kissinger 2 nd – Brown Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

Mr. Mougianis asked how much money was left in the Healthy Aging Grant. Kelly Wilson stated there is approximately \$24,000 – \$25,000. Kelly is in the process of collecting receipts and data from the recipients to see what they have spent.

Kelly Wilson stated that the Healthy Aging and Confinement Facilities grants where we were just the pass thru entity was very time consuming in the fiscal area. Health Commissioner Henry stated it was a good thing for the community but agreed a lot of time was spent managing the grants.

Nuisance Complaint – Christopher and Ashley Sasak:

The individuals ordered to appear did not show up at the meeting. Jack McGuire spoke and said these individuals have been through the entire process of first inspection fee, second inspection fee that was ignored and not paid. The next move is to turn them over to the prosecutor’s office.

Jack McGuire continued, we need to find a way to get these cases heard by the prosecutor. We have a stack of files there now waiting to be heard. The Health Department is doing all we can but we have exhausted our tools to abate this issue. The board issues a final order to abate the nuisance, and should they not comply, the file will be sent to the prosecutor’s office.

Health Commissioner Henry will work with our prosecutor to get our cases taken to court. Discussion around an environmental court was had by the board. There are only three such courts in the state of Ohio and only two are active.

<i>Action</i>	<i>Motion to Issue a Final Order for Christopher and Ashley Sasak to Abate the Nuisance Within 14 Days.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-089	Dr. Kissinger moved and Mrs. Mihalyo seconded a motion to issue a final order for Christopher and Ashley Sasak to abate the nuisance within 14 days. Motion passed unanimously.	1 st - Kissinger 2 nd – Mihalyo Bell - Aye Mihalyo – Aye Kissinger – Aye



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		Mougianis - Aye Brown - Aye
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Workforce Development Plan:

Health Commissioner Henry stated the original plan was dated May 19, 2020 and will be revised as of today's date August 20, 2024. The updates included updated information for the competency assessments we did, the organizational chart, general updates to the training schedule, and workforce goals.

<i>Action</i>	<i>Motion to Approve the Revised Workforce Development Plan.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-090	Mr. Bell moved and Dr. Kissinger seconded a motion to approve the revised Workforce Development Plan. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

Revised Budget:

Health Commissioner Henry stated this will be the second revised budget for 2024. This will give us the funding allocated to get through to the final budget at the end of 2024. Kelly Wilson explained how the accounting system works and how it is tied to the county system.

<i>Action</i>	<i>Motion to Approve the Revised Budget</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-091	Mr. Bell moved and Dr. Kissinger seconded a motion to approve the revised budget. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

Roll call taken, all board members were in agreement.

PUBLIC PARTICIPATION – NONE



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EXECUTIVE SESSION

<i>Action</i>	<i>Motion to Enter Executive Session for Compensation of Public Employees</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-092	Dr. Kissinger moved and Mrs. Mihalyo seconded a motion to enter Executive Session for Compensation of Public Employees. Motion passed unanimously.	1 st - Kissinger 2 nd – Mihalyo Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

Health Commissioner Henry and Kelly Wilson were asked to stay for executive session.

<i>Action</i>	<i>Motion to Return to Regular Session</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-093	Dr. Kissinger moved and Mr. Bell seconded a motion to return to regular session. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye

No discussion or action taken as a result of the Executive Session.

ADJOURNMENT

<i>Action</i>	<i>Motion to Adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-094	Dr. Kissinger moved and Mrs. Mihalyo seconded a motion to adjourn. Motion passed unanimously.	1 st - Kissinger 2 nd – Mihalyo Bell - Aye Mihalyo – Aye Kissinger – Aye Mougianis - Aye Brown – Aye



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There being no further business before the Board, the meeting was adjourned at 9:50 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, September 17, 2024 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:



Anthony Mougianis, Board President



Andrew Henry, Health Commissioner