



JEFFERSON COUNTY General Health District

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**BOARD OF HEALTH
MINUTES OF REGULAR MEETING
November 19, 2024
8:15 a.m.**

The regular monthly meeting of the Board of Health was held on Tuesday, November 19, 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
Michele Henry, Administrative Assistant
Kelly Wilson, Director of Finance
Marc Maragos, Environmental Director
Carla Gampolo, Registered Sanitarian
Dr. Jane Culp, Medical Director
Kylie Smogonovich, Director of Nursing
Stephanie Chester, WIC Director
Rick Stead, PHEP Coordinator

Absent:

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 October 15, 2024 Minutes of the Regular Board Meeting.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-117	Mr. Bell moved and Mrs. Brown seconded a motion to approve the October 15, 2024 minutes of the Regular Board Meeting.	1 st - Bell 2 nd - Brown Bell - Aye Mihalyo - Aye



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	Motion passed unanimously.	Kissinger – Aye Mougianis - Aye Brown – Aye
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OCTOBER 2024 REVENUE REPORT

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

Dr. Kissinger and Mary Mihalyo asked if they could receive a comparison report from last year to this year to show the history of the general fund balance.

Kelly Wilson stated she would have that for the board at the December meeting.

Kelly Wilson also reported that in December she will be bringing the request for advances for year end, so that no funds end in the negative.

<i>Action</i>	<i>Approval of October 2024 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2024-118	Mr. Bell moved and Dr. Kissinger seconded a motion to approve of October 2024 Revenue Report. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell – Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Aye

OCTOBER 2024 EXPENSE REPORT

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

<i>Action</i>	<i>Approval of October 2024 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-119	Mrs. Brown moved and Dr. Kissinger seconded a motion to approve of October 2024 expense report. Motion passed unanimously.	1 st - Brown 2 nd – Kissinger Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Aye

PERSONNEL - None



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TRAVEL REQUESTS –

Health Commissioner Henry stated that Carla Gampolo attended an Ohio Environmental Health Association Leadership conference in Columbus on November 13th and 14th. The total cost was for lodging in the amount of \$342.64. This course was very informative in both the department use and for use through the accreditation process.

Dr. Kissinger asked about travel fees, Carla stated that she took the company vehicle. So no mileage was reimbursed. Dr. Kissinger asked about meals, it was clarified that Carla was reimbursed for meals.

<i>Action</i>	<i>Motion to Approve the Travel Request for Carla Gampolo.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-120	Mr. Bell moved and Mrs. Mihalyo seconded a motion to approve the travel request for Carla Gampolo. 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 three contracts this month.

First is the OneOhio Recovery Foundation Grant Agreement - this is a grant applied for by our nursing department and the Fiscal Department. We are one of two counties in the state to receive this grant award. The grant amount is \$187,951.00 to help empower youth and build resilience against Opioid temptations through PreVenture.

Second is WIC – Pediatric Agreement with Change Inc. – This is an agreement with Dr. Paul Macdonald from Change, Inc. to provide Pediatric services to clients identified through our WIC program as needing care.

Third is The Franciscan University – 2025 Nursing Students Contract – This is a renewal for our nurses to allow the nursing students from Franciscan University to do a rotation in our clinic.



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<i>Action</i>	<i>Motion to Approve the Three Contracts Presented for the Month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-121	<p>Mrs. Brown moved and Mr. Bell seconded a motion to approve the three contracts presented for the month.</p> <p>Motion passed unanimously.</p>	<p>1st - Brown 2nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Aye</p>

Kelly Wilson spoke up about the OneOhie Recovery Foundation Grant in the amount of \$187,951.00 and what a great thing this is for the health department and the county. Health Commissioner Henry stated there was a news interview with WTOV 9 and an article in the Herald Star highlighting the grant. The nursing department and Kelly Wilson in Administration did a great job in putting the grant together. This was a very competitive grant to obtain.

ADOPTION OF FORMS/POLICIES - None

PURCHASE ORDERS OVER \$5000 –

Health Commissioner Henry stated there are two purchase orders for approval for this month.

The first is for the Public Health Accreditation Board for our annual service fee in the amount of \$5,600.00.

The second is for Questivity Inc. for the purchase of 45 Ipads through the Healthy Aging Grant in the amount of \$24,131.25. Proof of age and income will be required and there will be an education course that must be attended to receive one of the IPads.

<i>Action</i>	<i>Motion to Approve the Purchase Orders for the Public Health Accreditation Board and Questivity Inc. for this Month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-122	<p>Mr. Bell moved and Mrs. Brown seconded a motion to approve the purchase orders for the Public Health Accreditation Board and Questivity Inc. for this month.</p> <p>Motion passed unanimously.</p>	<p>1st - Bell 2nd – Brown Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Aye</p>



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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.

Mary Mihalyo asked if there was a way of tracking RSV in the county. Dr. Culp responded we receive our guidance from ACIP. Health Commissioner Henry stated with the new Get Vaccinated Grant we have access to data about vaccination rates and can provide that information to the board.

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 REPORT

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

Carla Gampolo spoke about the course she took on Leadership with the Ohio Environmental Health Association earlier in the month. The course was very informational and she came back with 12 pages of notes and information to share with the environmental staff.

ACCREDITATION REPORT

Health Commissioner Henry stated we continue to work on accreditation. We continue to hold weekly meetings and work diligently on compiling and uploading files to PHAB.

PHEP REPORT

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

CORRESPONDENCE - NONE

COMMITTEE REPORTS



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Environmental – Nothing to report.

Mr. Bell discussed an article from WTOV9 about school lunches and our children. Carla Gampolo spoke up and stated as the inspector of the local schools, all the local schools are carefully washing and preparing fruits and vegetables prior to them being served to the children. No further action required.

Administration/Finance – Nothing to report

Clinical – Nothing to report.

Personnel – Nothing to report.

Events- Nothing to report

OLD BUSINESS -

2025 Environmental Program Fees (Third and Final Reading of Fees):

Health Commissioner Henry read the 2025 proposed fees for the third and final public reading of fees. Dr. Kissinger asked how we determine the fees that are charged for our programs. Health Commissioner Henry explained it is based on the time spent in the program performing inspections and operational costs. The Ohio Department of Health provides us with a template to input our numbers for cost methodology and the number is automatically calculated to set the pricing.

<i>Action</i>	<i>Motion to Approve the Third and Final Reading of Fees for 2025.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-123	Mr. Bell moved and Dr. Kissinger seconded a motion to approve the third and final reading of fees for 2025. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Aye

Healthy Aging Grant Closeout:

Health Commissioner Henry stated that we have expended all the funds in the Healthy Aging Grant. The last item to be distributed will be iPads to the senior population. Proof of age and income will be required and there will be an education course that must be attended to receive one of the iPads.

NEW BUSINESS



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Plumbing Inspections:

Health Commissioner Henry stated we have a contract with the City of Steubenville to use their plumbing inspector to perform plumbing inspections for the Health Department in all other areas in the county. The building inspector has announced his retirement with the City of Steubenville. We will be contacting our Attorney Shawn Blake to see if it is legally possible to contract with the inspector to perform inspections for us on a part time basis. More to come on this as we receive more information.

PUBLIC PARTICIPATION – NONE

EXECUTIVE SESSION – NONE

Prior to adjournment, Health Commissioner Henry asked for a joint Finance/Personnel Committee meeting to discuss 2025 employee wages and the employee salary schedule. This meeting will be held prior to the December board meeting.

ADJOURNMENT

<i>Action</i>	<i>Motion to Adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2024-124	Mr. Bell moved and Mrs. Mihalyo seconded a motion to adjourn. Motion passed unanimously.	1 st - Bell 2 nd – Mihalyo Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Aye

There being no further business before the Board, the meeting was adjourned at 9:23 a.m.

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

ATTESTED:


Anthony Mougianis, Board President


Andrew Henry, Health Commissioner

