



JEFFERSON COUNTY General Health District

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BOARD OF HEALTH MINUTES OF REGULAR MEETING February 18, 2025 8:15 a.m.

The regular monthly meeting of the Board of Health was held on Tuesday, February 18, 2025 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
Kylie Smogonovich, Nursing Director
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.

Action	Motion to Approve the January 23, 2025 Minutes of the Regular Board Meeting.	Vote Detail (Roll Call)
Motion – 2025-014	Mr. Bell moved and Mrs. Mihalyo seconded a motion to approve the January 23, 2025 minutes of the Regular Board Meeting. Motion passed unanimously.	1 st - Bell 2 nd - Mihalyo Bell - Aye Mihalyo - Aye Kissinger – Aye



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		Mougianis - Aye Brown – Aye
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JANUARY 2025 REVENUE REPORT

Kelly Wilson reported as far as the revenue for the month there was nothing out of the ordinary. The advances from December were reversed and completed.

<i>Action</i>	<i>Approval of January 2025 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2025-015	Mrs. Brown moved and Mr. Bell seconded a motion to approve of January 2025 Revenue Report. Motion passed unanimously.	1 st - Brown 2 nd – Bell Bell – Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Aye

JANUARY 2025 EXPENSE REPORT

Kelly Wilson reported as far as the expenses for the month there was nothing out of the ordinary. Kelly Wilson stated the expenses for January were a little less than normal months due to the fact the county books didn't reopen until the second week of January.

Dr. Kissinger asked what the All Traffic Solutions was, Health Commissioner Henry stated that was the electronic traffic boards with programmable displays.

<i>Action</i>	<i>Approval of January 2025 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2025-016	Dr. Kissinger moved and Mrs. Mihalyo seconded a motion to approve of January 2025 expense report. Motion passed unanimously.	1 st - Kissinger 2 nd – Mihalyo Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Aye

PERSONNEL –

Health Commissioner Henry said we would like to offer Courtney Griffith the Full-time registered nurse position for the Community Health Worker Position. This will be a grant funded position that runs through the end of December 2026. She will be running the Pre-Venture grant



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providing education to local schools and the public on opioid drug abuse. Upon approval of the board Courtney will start on Wednesday, February 19, 2025 at the starting wage of \$28.34.

Action	<i>Motion to Approve the Hiring of Courtney Griffith as a Full Time Registered Nurse Effective February 19, 2025.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2025-017	Mrs. Brown moved and Mr. Bell seconded a motion to approve the hiring of Courtney Griffith as a full-time registered nurse effective February 19, 2025. Motion passed unanimously.	1 st - Brown 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Aye

TRAVEL REQUESTS –

Health Commissioner Henry stated that there are three one travel requests for the month.

The first one is for Stephanie Chester for Ohio Lactation Consultant Association in Westerville, Ohio on March 14th and 15th for approximate total cost of \$1,345.90 costs are built into the WIC grant.

The second one is for David McFarland for Ohio Environmental Health Association Education Conference in Dublin, Ohio on April 10th and 11th for an approximate total cost of \$643.65.

The third one is for Rick Stead for South-East Ohio Healthcare Coalition (COTS) in Nelsonville, Oh on April 9 for the approximate total cost of \$109.00.

Action	<i>Motion to Approve the Three Travel Requests for the Month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2025-018	Dr. Kissinger moved and Mr. Bell seconded a motion to approve the three travel requests for the month. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Aye

CONTRACTS/MOU's - None



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ADOPTION OF FORMS/POLICIES – None

PURCHASE ORDERS OVER \$5000 – None

HEALTH COMMISSIONER'S REPORT

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

MEDICAL DIRECTOR'S REPORT

No report – Dr. Culp was absent from the meeting.

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.

The board members asked the environmental staff questions about the food service program inspections, frequency, complaint procedure etc. Marc Maragos and Carla Gampolo answered their questions.

ACCREDITATION REPORT

Health Commissioner Henry stated all the paperwork was submitted two days prior to the deadline. We are awaiting a response from PHAB to see if we need to submit additional paperwork or if a corrective action plan might be needed.

Mr. Mougianis, Board President thanked all the staff for their hard work and dedication for the document submission to PHAB prior to the deadline.

PHEP REPORT

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

CORRESPONDENCE - NONE



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COMMITTEE REPORTS

Environmental – Nothing under the jurisdiction of the board of health to report.
No further action required.

Administration/Finance – Nothing to report.

Clinical – Nothing to report. We are in the middle of flu season there has been a lot of influenza A. If you haven't been vaccinated there is still time. Influenza B could come later

Personnel – Nothing to report. Suzanne stated she will come in to welcome Courtney tomorrow.

Events- Nothing to report

OLD BUSINESS - None

NEW BUSINESS

DAC Meeting:

Health Commissioner Henry stated the annual District Advisory Council Meeting will be held on Wednesday, March 12, 2025 at 6:30 p.m. Deadlines to submit applications for Mary Mihalyo's board seat is March 7, 2025 at 3:00 p.m. Mary Mihalyo stated she will be reapplying.

CHIP Revisions:

Health Commissioner Henry stated we met for our annual CHIP review. There are multiple items that were updated to align more with the Health Department's scope. The CHIP will be updated in September 2025 when both the CHIP and the CHA will be updated. Health Commissioner Henry will send out the draft changes to the board. Health Commissioner Henry is working to complete the 2024 Annual Report which will be presented at the DAC meeting and will be forwarded to the board prior to the DAC meeting.

PUBLIC PARTICIPATION – NONE

EXECUTIVE SESSION – NONE

ADJOURNMENT

Action	Motion to Adjourn	Vote Detail (Roll Call)
Motion – 2025-019	Mrs. Brown moved and Mr. Bell seconded a motion to adjourn. Motion passed unanimously.	1 st - Brown 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye



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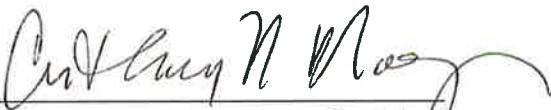
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		Mougianis - Aye Brown – Aye
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There being no further business before the Board, the meeting was adjourned at 8:53 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, March 18, 2025 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:


Anthony Mougianis, Board President


Andrew Henry, Health Commissioner