



JEFFERSON COUNTY General Health District

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

The regular monthly meeting of the Board of Health was held on Tuesday, March 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
Mark Kissinger, DO
Terry Bell
Mary Mihalyo

Staff:

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

Absent: Suzanne Brown, Michele Henry

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 except Suzanne Brown 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 February 18, 2025 Minutes of the Regular Board Meeting.	Vote Detail (Roll Call)
Motion – 2025-020	Mr. Bell moved and Mrs. Mihalyo seconded a motion to approve the February 18, 2025 minutes of the Regular Board Meeting.	1 st - Bell 2 nd - Mihalyo Bell - Aye Mihalyo - Aye



JEFFERSON COUNTY General Health District

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	Motion passed unanimously.	Kissinger – Aye Mougianis - Aye Brown – Absent
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FEBRUARY 2025 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 February 2025 Revenue Report</i>	<i>Vote Detail (Roll Call)</i>
Motion-2025-021	Dr. Kissinger moved and Mr. Bell seconded a motion to approve of February 2025 Revenue Report. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell – Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Absent

FEBRUARY 2025 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 February 2025 Expense Report</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2025-022	Mr. Bell moved and Dr. Kissinger seconded a motion to approve of February 2025 expense report. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Absent

PERSONNEL –

Health Commissioner Henry stated we have two personnel items for this month.

We are sad to report that our previous hire did resign on Feb 22, 2025, after being hired on Feb. 19, 2025. Therefore, the position was reposted, interviews were conducted and we have chosen the replacement for the Community Health Worker Position.

Health Commissioner Henry said we would like to offer Lysiah Rice the Full-time Community Health Worker Position. Pending board approval, she will start on March 31, 2025 at a pay rate



JEFFERSON COUNTY General Health District

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of \$22.00 per hour. She brings good experience with her, she worked at the CAC under a grant funded position. She understands that the position is predicated on continuing to get the grant funds. She also worked at Coleman and has some mental health experience.

Action	<i>Motion to Approve the Resignation of Courtney Griffith and the Hiring of Lysaih Rice as a Full Time Community Health Worker Effective March 31, 2025.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2025-023	Mr. Bell moved and Mrs. Mihalyo seconded a motion to approve the resignation of Courtney Griffith and the hiring of Lysaih Rice as a full-time Community Health Worker effective March 31, 2025. Motion passed unanimously.	1 st - Bell 2 nd – Mihalyo Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Absent

TRAVEL REQUESTS –

Health Commissioner Henry stated that there is one large travel request for the month. This will be for three of our employees, Andrew Henry, Kelly Wilson and Kylie Smogonovich. This will be to attend the National Committee for Quality Assurance (NCQA) in Baltimore. This is a two-day conference. We would be leaving on April 6 and return after the conference on April 8, 2025. This will be paid for by the Workforce Development Grant there was funding specifically for Health Equity Training. This conference is geared towards Health Equity and Quality and approved by ODH. We want to take advantage of this training now while it is available as we do not know what will be available later due to the funding at the federal level.

Action	<i>Motion to Approve the Three Travel Requests for the Month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2025-024	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 – Absent



JEFFERSON COUNTY General Health District

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CONTRACTS/MOU's –

Health Commissioner Henry stated we have two contracts to review for the month.

The first one is Mahoning Valley Pathways Hub Agreement 2025 we have two community health workers and Kylie Smogonovich who serves as a supervisor. We had two clients in the hub as it was a little slow to get started, they did recently add several more to us. Within the agreement there are reimbursement rates from the Ohio Medicaid Programs for providing the linkage to care services that we provide to them. We are due for our first payment in the coming weeks from them.

The second one is ODH Health Homes Awareness Month Agreement 2025 (Lead Grant) that runs through the spring months.

<i>Action</i>	<i>Motion to Approve the Two Contracts Presented for the Month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2025-025	Mr. Bell moved and Dr. Kissinger seconded a motion to approve the two contracts presented for the month. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Absent

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

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

Mr. Mougianis asked why the measles cases are trending up? Is it due to the lack of immunizations? Dr. Culp stated there are multiple factors, the biggest outbreaks have been in Texas, Mexico and California and the immigration may have an impact on it. There was one outbreak in Texas that was related to a Mennonite group which does not normally immunize their children.



JEFFERSON COUNTY General Health District

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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.

ACCREDITATION REPORT

Health Commissioner Henry stated we were notified from PHAB within the past few weeks that we are on deck for our documentation review. It could be up to 90 days for our final report from that review.

We will be working to update our personnel manual. We have been updating policies and procedures as we go along but the complete manual has not been updated in several years. We are preparing the facilities for the upcoming site visit. Rick Stead did conduct a handicap assessment of the building last fall. Overall, there are things we can work on and things that are building issues that we may or may not be able to get fixed.

PHEP REPORT

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

CORRESPONDENCE – NONE

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.

Personnel – Nothing to report.

Events - Nothing to report

OLD BUSINESS - None



JEFFERSON COUNTY General Health District

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NEW BUSINESS

2024 Unaudited Financial Statements:

Unaudited financial statements are due on March 1 every year to Ohio Auditor of State, the financial statements have been filed and are available in the Administration Office for review.

2025 Revised Appropriations:

In March of 2024, when the original appropriations for 2025 were completed, Kelly Wilson stated we didn't know that there would be the One Ohio Pre-venture grant or that the EO 23 grant would be extended through December 31, 2025. Also, the Maternal Child Health grant ended and we wouldn't have additional funding past 2024.

The appropriations need to be revised to account for those line items grants. These are line items that will be reviewed by the auditors.

<i>Action</i>	<i>Motion to Approve the 2025 Revised Appropriations.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2025-026	Dr. Kissinger moved and Mr. Bell seconded a motion to approve the 2025 Revised Appropriations. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Absent

2026 Original Budget:

Kelly Wilson reported that by April 1 of every year we have to submit our budget to the county for the next year what the expected appropriations and our anticipated revenue will be. This is very early to project what your income and expenses will be this far in advance.

Kelly Wilson suggested that in June or July of 2025 that we have a finance committee meeting to talk about grant funding and how that will affect the bottom line and our operations as a whole. At this point time the funding from Federal to State level is minimal.

<i>Action</i>	<i>Motion to Approve the 2026 Original Budget.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2025-027	Dr. Kissinger moved and Mrs. Mihalyo seconded a motion to approve the 2026 Original Budget. Motion passed unanimously.	1 st - Kissinger 2 nd – Mihalyo Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye



JEFFERSON COUNTY General Health District

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		Brown – Absent
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PUBLIC PARTICIPATION – NONE

EXECUTIVE SESSION – NONE

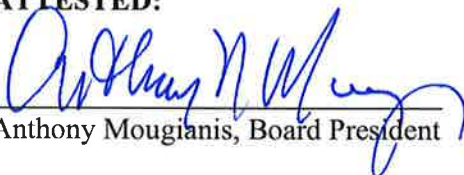
ADJOURNMENT

<i>Action</i>	<i>Motion to Adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2025-028	Mr. Bell moved and Dr. Kissinger seconded a motion to adjourn. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Absent

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, April 15, 2025 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:


Anthony Mougianis, Board President


Andrew Henry, Health Commissioner

