



JEFFERSON COUNTY General Health District

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**BOARD OF HEALTH
MINUTES OF REGULAR MEETING
JUNE 16, 2026
8:15 a.m.**

The regular monthly meeting of the Board of Health was held on Tuesday, June 16, 2026 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, Vice-President
Mary Mihalyo, President
Mark Kissinger, DO
Terry Bell

Staff:

Andrew Henry, Health Commissioner
Kelly Wilson, Fiscal Director
Michele Henry, Administrative Assistant
Marc Maragos, Environmental Director
Carla Gampolo, Registered Sanitarian
Danielle Horn, Nursing Director
Stephanie Chester, WIC Director
Rick Stead, PHEP Coordinator
Dr. Coleen Hart, Medical Director

Absent: Suzanne Brown

Prosecutor: Not in attendance

Guests: See sign-in sheet

CALL TO ORDER

The meeting was called to order at 8:15 a.m. by Mary Mihalyo, President. Roll call was taken. All board members except Suzanne Brown were in attendance. The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Mrs. Mihalyo asked for any corrections, notations, etc. for the Board Minutes presented. There being none, she asked for a motion to accept the minutes as submitted.

Action	Motion to Approve the May 19, 2026 Minutes of the Regular Board Meeting.	Vote Detail (Roll Call)
Motion – 2026-068	Mr. Mougianis moved and Dr. Kissinger seconded a motion to approve the May 19, 2026 minutes of the Regular Board Meeting.	1 st - Mougianis 2 nd - Kissinger Bell – Aye Mihalyo - Aye



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	Motion passed unanimously.	Kissinger – Aye Mougianis - Aye Brown - Absent
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CORRECTED APRIL 2026 RECEIPTS & EXPENDITURES (Beginning balance)

Kelly Wilson stated in reconciling her reports for this month, her totals were off and she realized she had forgotten to update the balance from the April report.

Mrs. Mihalyo asked for an approval of the corrected beginning balance from April Receipts and Expenditures.

Action	Approval of Corrected April 2026 Receipts & Expenditures Beginning Balance.	Vote Detail (Roll Call)
Motion-2026-069	Mr. Mougianis moved and Dr. Kissinger seconded a motion to approve of Corrected April 2026 Receipts & Expenditures Beginning Balance. Motion passed unanimously.	1 st - Mougianis 2 nd – Kissinger Bell – Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown - Absent

MAY 2026 REVENUE REPORT

Mrs. Mihalyo asked for an approval of the revenue.

Action	Approval of May 2026 Revenue Report	Vote Detail (Roll Call)
Motion-2026-070	Mr. Bell moved and Dr. Kissinger seconded a motion to approve of May 2026 Revenue Report. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell – Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown - Absent

MAY 2026 EXPENSE REPORT

Mrs. Mihalyo asked for an approval of the expenses.

Action	Approval of May 2026 Expense Report	Vote Detail (Roll Call)
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Motion – 2026-071	Mr. Bell moved and Dr. Kissinger seconded a motion to approve of May 2026 expense report. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown - Absent
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JUNE 2026 THEN AND NOWS – None

NEW BUSINESS

Jefferson County Resource Network Funding:

Beth Rupert Warren was in attendance and Mrs. Mihalyo made the decision to deviate from the agenda to allow her to speak now. Ms. Warren provided handouts to the board showing the website traffic and the total community connections. (See attached to board minutes) The resource network is partnering with the public library and Franciscan University to provide community navigators at the downtown library location starting in the fall.

Social work students from the university will be available two days a week, this will provide a case worker per say to help the community to obtain a social worker. We will eventually spread out to all eight county libraries. Milton Recovery just partnered with the resource network and donated \$10,000 for the next funding cycle, the Veteran's Administration gave \$10,000 and the Bergholz Foundation was able to give \$2,000.

Health Commissioner Henry stated last year the JCGHD gave a sponsorship of \$2,000. The request this year is \$5,000. The board asked which fund the money would be coming from. Health Commissioner Henry stated it would be from the general fund. The Board agreed on a sponsorship of \$2,500.

Action	<i>Motion to Approve a Donation to the Jefferson County Resource Network in the Amount of \$2,500 from the General Fund.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-072	Mr. Bell moved and Dr. Kissinger seconded a motion to approve a sponsorship to the Jefferson County Resource Network in the amount of \$2,500 from the General Fund. Motion passed unanimously.	1 st - Bell 2 nd – Kissinger Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye



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		Brown - Absent
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PERSONNEL –

Health Commissioner Henry stated we would like to hire Brody Krantz as a sanitarian in training. Brody is a recent graduate of Kent State University and has a degree in Environmental Science and previously spent time with us as an intern. We feel this would give Brody ample time to be on boarded and ready to go when Jack McGuire retires. Brody would start on Monday, June 22, 2026 at a beginning wage for a sanitarian in training of \$20.75 an hour. His salary will be funded through the CD&D fund.

Action	<i>Motion to Approve the Hiring of Brody Krantz as a Full- Time Sanitarian in Training.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-073	Dr. Kissinger moved and Mr. Bell seconded a motion to approve the hiring of Brody Krantz as a full-time sanitarian in training. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown - Absent

TRAVEL REQUESTS –

There is one travel request for this month. It is for the WIC department for four staff members to attend Breast Feeding Conferences in Wheeling. The cost will be covered by the WIC Grant. The total approximate cost is \$1,305.93 which includes registration costs, membership fees, additional fees and taxes.

Action	<i>Motion to Approve the WIC Travel Request Presented for the month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-074	Mr. Mougianis moved and Mr. Bell seconded a motion to approve the WIC travel request presented for the month. Motion passed unanimously.	1 st - Mougianis 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown - Absent

CONTRACTS/MOU's -



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The contract presented is a renewal of the Towers Building Lease. The Commissioners approved the lease and per the Ohio Revised Code are required to provide the health department with office space. The Lease is for the 6th floor of the Towers Building. The lease is provided by Cedar One who manages the space for the building. The lease runs from March 1, 2026 through February 28, 2029.

Action	<i>Motion to Approve the Towers Building Lease Presented for the month.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-075	Dr. Kissinger moved and Mr. Bell seconded a motion to approve the Towers Building Lease presented for the month. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown - Absent

ADOPTION OF FORMS/POLICIES –

There is one policy for review and approval this month; AI Policy (Artificial Intelligence). It has become common practice throughout the state for different government agencies to adopt an AI Policy (Artificial Intelligence Policy). We reviewed other policies that are being used around the state and tailored it to fit our health department. AI has been used to assist with grant writing.

There are security measures, we have Microsoft 365 which comes with Copilot, which is a secure system that we have a log in for. We will not use AI to generate images to create flyers or promotions. We use images through Canva to collect information to create flyers.

Action	<i>Motion to Approve the AI Policy.</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-076	Mr. Mougianis moved and Dr. Kissinger seconded a motion to approve the AI Policy. Motion passed unanimously.	1 st - Mougianis 2 nd – Kissinger Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown - Absent

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.

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.

Dr. Kissinger asked if we had a recourse with Johnny's Tire in regards to the water in the tires and the mosquitos. The roof of the building housing the tires is not in good shape and is allowing a lot of water inside and collecting in the tires.

There was a long discussion about the health issues being caused by the standing water. As a health department we have an obligation to manage the mosquito issue. Health Commissioner stated we could issue orders on any tires that are exposed to the elements, at the very least they need to replace the roof.

ACCREDITATION REPORT – NONE

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.



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OLD BUSINESS - NONE

NEW BUSINESS

Perdue Nuisance Complaint: Health Commissioner Henry stated that we can disregard this complaint for now as we have received an email from the property owner along with pictures that this issue has been temporarily abated.

PUBLIC PARTICIPATION – NONE

EXECUTIVE SESSION – NONE

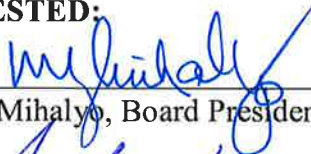
ADJOURNMENT

<i>Action</i>	<i>Motion to Adjourn</i>	<i>Vote Detail (Roll Call)</i>
Motion – 2026-077	Dr. Kissinger moved and Mr. Bell seconded a motion to adjourn. Motion passed unanimously.	1 st - Kissinger 2 nd – Bell Bell - Aye Mihalyo - Aye Kissinger – Aye Mougianis - Aye Brown – Absent

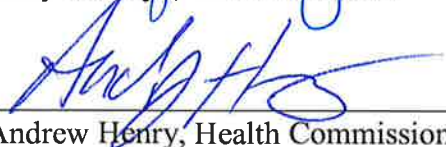
There being no further business before the Board, the meeting was adjourned at 9:05 a.m.

The next regular meeting of the Board of Health is scheduled for Tuesday, July 21, 2026 at 8:15 a.m. in the Towers Building, 2nd Floor.

ATTESTED:



Mary Mihalyo, Board President



Andrew Henry, Health Commissioner

