



Board of Health Meeting
Monday, March 22, 2021 @ 12:00 PM – Board Room
Minutes

Call to Order and Roll Call

Mayor Bernabei called to order the regular meeting of the Board of Health of Canton City Public Health (CCPH) on Monday, March 22, 2021 at 12:04 PM with a quorum present.

A roll call found the following Board members present (all via Microsoft Teams): Dr. Stephen Hickman, Mr. Patrick Wyatt, Dr. Amy Lakritz, Dr. James Johns and Ms. Cleo Lucas.

Staff members present: James Adams, Sean Green, Diane Thompson, Christi Allen and Gus Dria.

Approve February 22, 2021 Board of Health Meeting Minutes

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the February 22, 2021 Board of Health meeting minutes. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

Approve List of Bills - \$217,361.54

Dr. Hickman moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$217,361.54. Dr. Lakritz asked if the Health Department is restarting the Dental Sealant Program; Jim Adams confirmed this. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

Approve Personnel:

a. Approve Probationary Period Ending for Victor Babcock, EH Public Health Technician (PT1), Retroactive to March 1, 2021

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the probationary period ending for Victor Babcock, EH Public Health Technician (PT1) retroactive to March 1, 2021 with a pay increase of \$0.32 and a new salary of \$14.81 per hour. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

b. Approve Probationary Period Ending for Pamela Kotagides, Contact Monitoring Team Specialist (PT4), Retroactive to March 21, 2021

Dr. Hickman moved and Ms. Lucas seconded a motion to approve the probationary period ending for Pamela Kotagides, Contact Monitoring Team Specialist (PT4), retroactive to March 21, 2021 with a pay increase of \$0.47 with a new salary of \$21.01 per hour. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

c. Accept Resignation of Kayleen Knight, Public Health Clerk II (R2), Effective March 22, 2021

Ms. Lucas moved and Dr. Johns seconded a motion to accept the resignation of Kayleen Knight, Public Health Clerk II (R2) effective March 22, 2021. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

d. Accept Resignation of Kristin Kennedy, Staff Sanitarian II (R5), Effective April 6, 2021

Dr. Hickman moved and Dr. Lakritz seconded a motion to accept the resignation of Kristin Kennedy, Staff Sanitarian II (R5) effective April 6, 2021. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

e. Approve Staff Sanitarian II (R5) Position Description

Dr. Lakritz moved and Dr. Johns seconded a motion to approve the Staff Sanitarian II (R5) position description in the new format. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

f. Appointment of Part-Time Seasonal Vector Control Technician (PT13)

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the appointment of part-time seasonal Vector Control Technician (PT13) to Madisyn Smith with a start date of May 3, 2021 at \$10.85 an hour with no 90-day probationary period. This position is budgeted to

work up to 16 weeks (through August 23, 2021). Salary to come out of the Environmental Health General Fund (7601.307001).

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

g. Appointment of Part-Time EH Public Health Technician (PT1)

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the appointment of part-time EH Public Health Technician (PT1) to Joshua Fontes with a start date of March 29, 2021 at \$14.49 per hour with a 90-day probationary period. Salary to come out of the Recycling Fund (2354.307001). A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

h. Appointment of Part-Time Family Nurse Practitioner (PT10)

Dr. Hickman moved and Dr. Johns seconded a motion to approve the appointment of part-time Family Nurse Practitioner (PT10) to Jennifer Guy with a start date to be determined, at \$40.00 per hour with a 90-day probationary period. Included in the motion is a second choice of Lauren Karg with a start date to be determined, at a rate of \$40.00 per hour with a 90-day probationary period. Salary to come out of the Nursing General Fun (7601.303001). A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Approve Recommendations of the Hearing Officer for March 22, 2021

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve recommendations of the Hearing Officer for March 22, 2021. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Approve Strategic Plan 2021 – 2023, Appendix A – Action Plan

Dr. Johns moved and Dr. Hickman seconded a motion to approve Strategic Plan 2021 – 2023, Appendix A – Action Plan. The Strategic Plan itself was approved at the end of 2020, this motion is for approval of the action plan only.

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Approve Amended Agreement with the Center for Marketing & Opinion Research

Dr. Hickman moved and Dr. Johns seconded a motion to approve the amended agreement with the Center for Marketing & Opinion Research to operate COVID-19 vaccination clinic call center for pre-registration and clinic appointment management at a rate of \$50.00 per hour for a total amount not to exceed \$73,000.00 (1,460 hours) effective January 13, 2021. [This is the third change order for this contract. The Board approved an initial contract of \$8,000 (160 hours) on January 25, 2021. The Board subsequently approved an additional \$16,000 (320 hours) on February 22, 2021. This change order is for an additional \$49,000 (980 hours).] A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Approve an Addendum Agreement with Mary Church Terrell Federated Club (Ohio Association of Colored Women's Club)

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve an addendum agreement with Mary Church Terrell Federated Club (Ohio Association of Colored Women's Club) for a Sister Circles Support and Mentoring Program for African-American Pregnant Women through December 31, 2021 with an additional amount of \$10,000.00 and a new total of \$17,253.00 (Originally Approved December 17, 2019 for \$7,253.00). A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Approve GeneXpert Service Agreement with Cepheid

Dr. Lakritz moved and Dr. Johns seconded a motion to approve the GeneXpert Service Agreement with Cepheid for equipment, parts and labor at an amount not to exceed \$6,900.00 for the period of March 9, 2021 to March 8, 2022 (Originally approved January 27, 2020 for \$19,523.38; \$6,509.46 a year for three years for the Period of 01/01/2020 – 12/31/2022). A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Approve a Subsidized Employment Program (SEP) Contract with the Stark County Job and Family Services (SCJFS) Effective April 1, 2021 through September 30, 2021

Dr. Lakritz moved and Dr. Johns seconded a motion to approve a Subsidized Employment Program (SEP) contract with the Stark County Job and Family Services (SCJFS) effective April 1, 2021 through September 30, 2021 [Employment of Michael Smith, EH Public Health Technician (PT1), as a part-time employee for a minimum of 30 hours per week and providing a monthly subsidy payment to Canton City Public Health in the amount of \$1,000.00 per month]

The Board discussed the number of hours a part time employee must work in order to be entitled to full-time benefits. With this being unclear, the Board agreed to table this motion until the April 26, 2021 Board of Health meeting so that further information may be gathered on the subject. At the least, CCPH will consult with the Canton City Human Resources Department.

Dr. Lakritz moved and Dr. Johns seconded a motion to table this motion until the April 26, 2021 Board of Health meeting. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Acceptance of Division Reports

- a. Nursing/WIC – Department has held over 190 COVID vaccination clinics so far.
- b. Laboratory – Nothing additional
- c. THRIVE – Dr. Peter Leahy, Dr. Bethany Lanese, Dr. Abbey Eng and Stephanie Abbruzzese provided a THRIVE evaluation presentation to the Board.
- d. Environmental Health – Nothing additional
- e. Vital Statistics – Nothing additional
- f. Fiscal – Nothing additional
- g. Health Commissioner – The number of new COVID cases in Stark County is continuing to decrease. So far, CCPH has administered over 9,000 vaccinations (combined first and second doses); majority of vaccinations have been Moderna. Race Equity Committee still working to resolve the race disparities regarding COVID vaccinations.
- h. Accreditation Team – Robert Knight submitted to the Board the Annual Report to FAAB. Items are to due FAAB by the end of the month.

Mr. Wyatt moved and Dr. Hickman seconded a motion to accept the division reports. A roll call to vote was taken:

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Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Announcement of Next Meeting: Monday, April 26, 2021 at 12:00 PM


The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, April 26, 2021 at 12:00 PM.

Adjourn

Mr. Wyatt moved and Dr. Johns seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:55 PM.



President of the Board of Health



Secretary to the Board of Health

April 26, 2021

Date of Approval