



**Public Health**  
Prevent. Promote. Protect.  
Canton City Public Health

**Board of Health Meeting**  
Monday, May 24, 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, May 24, 2021 at 12:00 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 and Dr. James Johns.

Staff members present: James Adams, Diane Thompson, Annie Butusov, Amanda Archer, Christi Allen, Robert Knight and Gus Dria.

**Approve April 26, 2021 Board of Health Meeting Minutes**

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

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                        Mr. Wyatt – Yes

Motion carried unanimously.

**Approve May 3, 2021 Special Board of Health Meeting Minutes**

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve the May 3, 2021 special Board of Health meeting minutes. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                        Mr. Wyatt – Yes

Motion carried unanimously.

**Approve List of Bills for \$192,595.91**

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the list of bills totaling \$192,595.91. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                        Mr. Wyatt – Yes

Motion carried unanimously.

**Executive Session to Consider the Dismissal, Discipline or Compensation of a Public Employee**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to enter an executive session to consider the dismissal, discipline or compensation of a public employee. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                        Mr. Wyatt – Yes

Motion carried unanimously. The Board entered an executive session at 12:04 PM.

The Board returned to normal session at 12:15 PM.

**Approve Personnel:**

a. **Appointment of Two Public Health Clerks (R2)**

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the appointment of full-time Public Health Clerk II (R2) to Justin Kuemerle with a start date of June 7, 2021 at \$32,106.00 with a 90-day probationary period. Salary to come out of the Admin/VS General Fund (7601.301001). A roll call to vote was taken:

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

Motion carried unanimously.

Dr. Hickman moved and Dr. Johns seconded a motion to approve the appointment of full-time Public Health Clerk II (R2) to Juliana Welling with a start date of June 7, 2021 at \$32,106.00 with a 90-day probationary period. Salary to come out of the Admin/VS General Fund (7601.301001). A roll call to vote was taken:

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

Motion carried unanimously.

**b. Appointment of Two EH Public Health Technicians (PT1)**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the appointment of part-time EH Public Health Technician (PT1) to Devante Campbell with a start date to be determined at \$14.49 an 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  
Dr. Johns – Yes                         Mr. Wyatt – Yes

Motion carried unanimously.

Mr. Wyatt moved and Dr. Hickman seconded a motion to approve the appointment of part-time EH Public Health Technician (PT1) to Christian Vissoc with a start date of June 1, 2021 at \$14.49 an 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  
Dr. Johns – Yes                         Mr. Wyatt – Yes

Motion carried unanimously.

**c. Appointment of Staff Sanitarian I (R4)**

Dr. Johns moved and Dr. Lakritz seconded a motion to approve the appointment of full-time Staff Sanitarian I (R4) to Troy Danko with a start date of June 7, 2021 at \$40,848.00 with a 90-day probationary period. Salary to come out of various funds based on the work that he will complete in EH. A roll call to vote was taken:

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

Motion carried unanimously.

d. **Retirement of Brian Gero, Staff Sanitarian II (R5), Effective July 2, 2021**

Dr. Hickman moved with regret and Dr. Lakritz seconded a motion to approve the retirement of Brian Gero, Staff Sanitarian II (R5) effective July 2, 2021. Brian has worked at the Health Department since November 1, 1978 (almost 43 years). A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                      Mr. Wyatt – Yes

Motion carried unanimously.

e. **Resignation of Victor Babcock, EH Public Health Technician (PT1), Effective May 14, 2021**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the resignation of Victor Babcock, EH Public Health Technician (PT1), effective May 14, 2021. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                      Mr. Wyatt – Yes

Motion carried unanimously.

f. **Termination for Lack of Work for Pamela Kotagides, Contact Monitoring Team Specialist (PT4), Effective May 19, 2021**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the termination, for lack of work, for Pamela Kotagides, Contact Monitoring Team Specialist (PT4), effective May 19, 2021. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                      Mr. Wyatt – Yes

Motion carried unanimously.

g. **Termination of Thea Bartlett, WIC Peer Helper (PT13) as of May 18, 2021**

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve the termination of Thea Bartlett, WIC Peer Helper (PT13), effective May 18, 2021. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                      Mr. Wyatt – Yes

Motion carried unanimously.

h. **Tuition Reimbursement for Annmarie Butusov, Director of Environmental Health (R7), for \$400.00 for the Spring 2021 Semester**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve a tuition reimbursement for Annmarie Butusov, Director of Environmental Health (R7) in the amount of \$400.00 for the Spring 2021 semester in accordance with the Canton City Health Code 207.13 to come out of the Environmental Health Fund (7601.307001). A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                      Mr. Wyatt – Yes

Motion carried unanimously.

**Approve Recommendations of the Hearing Officer for May 24, 2021**

Mr. Wyatt moved and Dr. Hickman seconded a motion to approve the recommendations of the Hearing Officer for May 24, 2021. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                         Mr. Wyatt – Yes

Motion carried unanimously.

**Grants in Response to COVID-19**

**a. Approve Agreement with the Stark County Combined General Health District**

Mr. Wyatt moved and Dr. Johns seconded a motion to approve an agreement with the Stark County Combined General Health District to receive an amount of \$63,645.00 for the FY21 COVID-19 Vaccine and Equity Supplemental Grant (VE21) for a period of December 1, 2020 to June 30, 2021. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                         Mr. Wyatt – Yes

Motion carried unanimously.

**Approve Moral Obligation for Acme Fresh Market for \$7,244.23 for THRIVE Care Packages**

Dr. Johns moved and Dr. Hickman seconded a motion to approve a moral obligation for Acme Fresh Market for \$7,244.23 for THRIVE care packages. A roll call to vote was taken:

Dr. Hickman – Yes     Dr. Lakritz – Yes

Dr. Johns – Yes         Mr. Wyatt – Yes

Motion carried unanimously.

**Approve the FY21 Ohio Equity Institute Grant to Receive an Additional Amount of \$57,964.75**

**a) Stark County Health Department Contract – Additional Amount of \$4,843.75 with a new total of \$24,218**

Dr. Hickman moved and Dr. Lakritz seconded a motion to approve the FY21 Ohio Equity Institute Grant to receive an additional amount of \$57,964.75 (new total of \$289,823.75) for an extended period to end December 31, 2021 (originally approved June 22, 2021 for \$231,859.00 for a period of October 1, 2020 through September 30, 2021). Through this funding, CCPH will be making an additional contract with the Stark County Health Department for their work on this project in the amount of \$4,843.75, bringing the total contract to \$24,218 for this period. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                         Mr. Wyatt – Yes

Motion carried unanimously.

**Approve FY22 Integrated Naloxone Access and Infrastructure Grant with Stark County's Treatment Accountability for Safer Communities Agency**

Dr. Lakritz moved and Dr. Johns seconded a motion to approve a FY22 Integrated Naloxone Access and Infrastructure Grant with Stark County's Treatment Accountability for Safer Communities Agency in the

amount of \$3,000.00 for the period of May 24, 2021 to August 31, 2021 to distribute Naloxone kits. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                        Mr. Wyatt – Yes

Motion carried unanimously.

**Approve Partnership Agreement for Integrated Naloxone Access and Infrastructure Grant to Distribute Naloxone Under CCPH's Protocol, Effective May 24, 2021**

Dr. Lakritz moved and Dr. Hickman seconded a motion to approve a partnership agreement for Integrated Naloxone Access and Infrastructure Grant to distribute Naloxone under CCPH's protocol, effective May 24, 2021 with annual renewal periods that will automatically renew every year with Stark County's Treatment Accountability for Safer Communities Agency. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                        Mr. Wyatt – Yes

Motion carried unanimously.

**Approve a Service Agreement with Interpreters XP, LLC for Interpretation Services for COVID Vaccination Clinics**

Dr. Hickman moved and Dr. Lakritz seconded a motion to approve a service agreement with Interpreters XP, LLC for interpretation services for COVID vaccination clinics as of April 28, 2021 at \$65.00 an hour with a minimum of two hours and mileage at \$0.575 per mile round trip for in-person service. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                        Mr. Wyatt – Yes

Motion carried unanimously.

**Approve an Agreement with Wendy Monaghan for Interpretation Services for COVID Vaccination Clinics**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an agreement with Wendy Monaghan for interpretation services for COVID vaccination clinics for a period of May 1, 2021 to December 31, 2021 at \$23.00 an hour not to exceed 100 hours or up to \$2,300.00. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                        Mr. Wyatt – Yes

Motion carried unanimously.

**Approve an Agreement with Alicia Rozenbom for Interpretation Services for COVID Vaccination Clinics**

Dr. Lakritz moved and Dr. Johns seconded a motion to approve an agreement with Alicia Rozenbom for interpretation services for COVID vaccination clinics for a period of May 1, 2021 to December 31, 2021 at \$23.00 an hour not to exceed 100 hours or up to \$2,300.00. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                      Mr. Wyatt – Yes

Motion carried unanimously.

**Approve Purchases/Services of the following items that are equal to or greater than \$5,000.00 (per resolution 2016-04):**

**a) Skid Steer from Ohio CAT for an Amount not to Exceed \$50,000.00**

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the purchase of a skid steer from Ohio CAT for an amount not to exceed \$50,000.00.

Mr. Wyatt asked if there is a trailer available to haul the equipment as needed. Annie Butusov stated that Environmental Health is working with the City of Canton Street Department to locate a trailer and obtain a price quote. Mayor Bernabei suggested that the motion should be amended to include the purchase of a trailer in addition to the skid steer.

Dr. John's moved and Mr. Wyatt seconded a motion to amend the original motion to include the purchase of a trailer in addition to the skid steer for a combined total not to exceed \$50,000.

A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes

Dr. Johns – Yes                      Mr. Wyatt – Yes

Motion carried unanimously.

**Acceptance of Division Reports**

- a. **Nursing/WIC** – Nothing additional.
- b. **Laboratory** – Have begun beach water testing.
- c. **Environmental Health** – Nothing additional.
- d. **Vital Statistics** – Nothing additional.
- e. **Health Commissioner** – Jim Adams and Amanda Archer provided a PowerPoint presentation summarizing the CCPH vaccination efforts for the month of April and year-to-date.

Mr. Wyatt moved and Dr. Johns seconded a motion to accept the division reports. 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.

**Other Business**

Dr. Hickman discussed the 2019 report on rabies for the United States.

**Announcement of Next Meeting: Monday, June 28, 2021 at 12:00 PM**

The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, June 28, 2021 at 12:00 PM.

**Adjourn**

Dr. Hickman moved and Dr. Johns seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:17 PM.

Board of Health Minutes

May 24, 2021

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Walter E. Hebel, DVM

President of the Board of Health

John W. Adams, MPH, BS

Secretary to the Board of Health

June 28, 2021

Date of Approval