



Board of Health of the
Canton City Health District



Public Health
Prevent. Promote. Protect.

**MINUTES OF THE
REGULAR MEETING
MONDAY, OCTOBER 28, 2013**

Call to Order and Roll Call

Dr. Hickman called to order the regular meeting of the Board of Health of the Canton City Health Department on Monday, October 28, 2013 at 12:05pm with a quorum present.

Members Dr. Hickman, Mr. Schott and Dr. Fiorentino were present. Mrs. Snell was excused.

Dr. Hickman welcomed Susanne Kripple, District Director for Northeast Ohio Environmental Health Association. Ms. Kripple presented an award to Christina Henning for membership recognition and to Mark Adams for outstanding District sanitarian.

Approval of Minutes of Regular Meeting Held September 23, 2013

Mr. Schott moved and Dr. Fiorentino seconded a motion to approve the minutes of the regular meeting held September 23, 2013. Motion passed unanimously.

Approval of Minutes of Special Meeting Held September 23, 2013

Dr. Fiorentino moved and Mr. Schott seconded a motion to approve the minutes of the special meeting held October 14, 2013. Motion passed unanimously.

Approval of List of Bills Totaling \$299,192.68

Dr. Fiorentino moved and Mr. Schott seconded a motion to approve the list of bills totaling \$299,192.68. Motion passed unanimously.

Consideration of Executive Session

Dr. Fiorentino moved and Mr. Schott seconded a motion to go into executive session to consider compensation of a public employee to include the Board of Health, Commissioner Adams, Ms. Page, Ms. Allen and Ms. Dzienis. A roll call vote was taken:

Dr. Hickman – Yes Mr. Schott – Yes Dr. Fiorentino – Yes

The Board went into executive session at 12:10pm.

Mr. Schott moved and Dr. Fiorentino seconded a motion to return to regular session. A roll call vote was taken:

Dr. Hickman – Yes Mr. Schott – Yes Dr. Fiorentino – Yes

The Board returned to regular session at 12:45pm.

Personnel

a. Dr. Fiorentino moved and Mr. Schott seconded a motion to approve the completion of probationary period for Sharon Foster, WIC Clinic Assistant, effective 10/8/13. Motion passed unanimously.

- b. Mr. Schott moved and Dr. Fiorentino seconded a motion to approve the completion of probationary period for Marisa Toppi, APC Engineer, effective 10/23/13. Motion passed unanimously.
- c. Mr. Schott moved and Dr. Fiorentino seconded a motion to approve the revised position description of APC Engineering Tech II. Motion passed unanimously.
- d. Dr. Fiorentino moved and Mr. Schott seconded a motion to approve the job description for the Medical Director as presented. Motion passed unanimously.
- e. No action was taken on the consideration of approval of Wage and Salary Schedule for Board of Health.

Approval of Recommendations of the Hearing Officer for Hearings Held on October 28, 2013

Mr. Schott moved and Dr. Fiorentino seconded a motion to approve the recommendations of the hearing officer for hearings held on October 28, 2013. Motion passed unanimously.

Approval of Grant Applications

- a. HIV Prevention - \$300,439 (\$439 increase)
- b. STD Control Program - \$30,000 (cut significantly)
- c. Dental Program - \$48,000 (same as prior year)
- d. Immunization Action Plan - \$132,209 (increased significantly)

Dr. Fiorentino moved and Mr. Schott seconded a motion to approve the grant applications for HIV Prevention, STD Control Program, Dental Program and the Immunization Action Plan as presented by Diane Thompson. Motion passed unanimously.

Consideration of Approval of General Fund Budget for Fiscal Year 2014

Mr. Schott moved and Dr. Fiorentino seconded a motion to approve the General Fund Budget for fiscal year 2014 for \$1,954,590.00 (an approximate 5% decrease from 2013). Motion passed unanimously.

Consideration of Agreement with Board of Stark County Commissioners to Share Certain Animal Bite Information with the Stark County Dog Warden

Mr. Schott moved and Dr. Fiorentino seconded a motion to share certain animal bite information with the Stark County Dog Warden as recommended by the Stark County Prosecutor. Motion passed unanimously.

Consideration of Acceptance of the Janitorial Services Contract with JanTech Building Services at a Cost of \$1,217.00 per Month

Dr. Fiorentino moved and Mr. Schott seconded a motion to approve the janitorial services contract with JanTech Building Services at a cost of \$1,217.00 per month effective January 1, 2014. Motion passed unanimously. This is \$300.00 less than the current janitorial services contract.

Approval of Resolution 11-2013 to Amend a Schedule of Fees for Food Protection Licenses

This is the 1st of 3 readings. Dr. Fiorentino moved and Mr. Schott seconded a motion to approve the amended schedule of fees for food protections licenses. Motion passed unanimously.

Approval of Out of District Travel

- a. Request approval for Leigh Page, Fiscal Officer, for travel on November 7, 2013 and November 8, 2013 for the Leadership Essentials for Health Districts Success held in Parma, Ohio at a cost not to exceed \$203.00 (1001 301001).
- b. Request approval for Dana Hale, Staff Nurse III, for travel on November 7, 2013 and November 8, 2013 for the Leadership Essentials for Health Districts Success held in Parma, Ohio at a cost not to exceed \$248.00 (1001 303001).
- c. Request approval for Laura Roach, WIC Director, for travel on November 7, 2013 and November 8, 2013 for the Leadership Essentials for Health Districts Success held in Parma, Ohio at a cost not to exceed \$248.00 (2316).

Dr. Fiorentino moved and Mr. Schott seconded a motion to approve the above out of District travel expense. Motion passed unanimously.

Acceptance of Division Reports

- a. Medical Director – Dr. Chong had no additional comments.
- b. Nursing/WIC – Diane Thompson provided a written report.
- c. Laboratory – Jim Ames was absent. Health Commissioner James Adams reported for Mr. Ames.
- d. OPHI/Surveillance – Christina Henning provided a written report. Ms. Henning had no additional comments.
- e. Environmental Health – Marks Adams had no additional comments.
- f. Air Pollution Control – Terri Dzienis had no additional comments.
- g. Fiscal – Leigh Page has no additional comments.
- h. Health Commissioner – James Adams updated the Board on the Infant Mortality Project. This is a 3-year project with the Ohio Equality Institute.

Mr. Schott moved and Dr. Fiorentino seconded a motion to approve the above division reports. Motion passed unanimously.

Other Business

Terri Dzienis announced that the department winter party is on Saturday, December 14, 2013 at 6:30pm.

Announcement of Next Meeting November 25, 2013

The next regular scheduled meeting of the Board of Health of the Canton City Health Department will be on Monday, November 25, 2013 at 12:00pm at the Canton City Health Department.

Adjourn

Dr. Fiorentino moved and Mr. Schott seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:17pm.



President of the Board of Health



Secretary to the Board of Health

November 25, 2013

Date of Approval

