



**Special Meeting of the Board of Health**  
Tuesday, November 10, 2020 @ 12:15 PM – Board Room  
**Minutes**

**Call to Order and Roll Call**

Dr. Hickman called to order the special meeting of the Board of Health of Canton City Public Health on Tuesday, November 10, 2020 at 12:15 PM with a quorum present.

Dr. Hickman, Mr. Wyatt, Dr. Lakritz and Dr. Johns were present. Also present were James Adams and Sean Green.

**Approve Personnel:**

**a. Approve Updated Nursing Classification Schedule**

Dr. Johns moved and Mr. Wyatt seconded a motion to approve the Nursing Classification Schedule to include two new positions: Full-time Contact Monitoring Team Leader (R4) and part-time Contact Monitoring Team Specialist (PT4). A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Dr. Johns – Yes

Mr. Wyatt – Yes

Motion carried unanimously.

Ms. Lucas joined at this time, 12:31pm.

**b. Approve New Full-Time Contact Monitoring Team Leader (R4) Position Description**

Dr. Johns moved and Mr. Wyatt seconded a motion to approve the new full-time Contact Monitoring Team Leader (R4) position description as presented.

Dr. Lakritz expressed concern over adding a full-time designation to a position that will most likely be rendered unnecessary once COVID wanes. Dr. Hickman suggested that the Board change the previously approved classification schedule to a total of three new positions. The Board agreed to revisit the approval of the Nursing Classification Schedule after discussing the remaining personnel items on the agenda.

A roll call to vote was taken to approve the new Full-Time Contact Monitoring Team Leader (R4) position description:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Ms. Lucas – Yes

Dr. Johns – Yes

Mr. Wyatt – Yes

Motion carried unanimously.

**c. Approve New Part-Time Contact Monitoring Team Specialist (PT4) Position Description**

Ms. Lucas moved and Dr. Johns seconded a motion to approve the new part-time Contact Monitoring Team Specialist (PT4) position description as presented.

Dr. Hickman – Yes

Dr. Lakritz – Yes

Ms. Lucas – Yes

Dr. Johns – Yes

Mr. Wyatt – Yes

Motion carried unanimously.

**d. Motion to Reconsider Previous Motion Approving Updated Nursing Classification Schedule**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to reconsider the previous motion approving the Nursing Classification Schedule.

Motion carried unanimously.

**e. Motion to Approve Amended Nursing Classification Schedule**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to amend the Nursing Classification Schedule to include three new positions: a part-time Contact Monitoring Team Leader (PT4), a full-time Contact Monitoring Team Leader (R4) and a part-time Contact Monitoring Team Specialist (PT4). Authorized no more than three staff members at any one time. Included in the motion is an agreement that the full-time position will not be filled without first seeking Board approval. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Ms. Lucas – Yes

Dr. Johns – Yes


Mr. Wyatt – Yes

Motion carried unanimously.

**Adjourn**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 12:46 PM.

  
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President of the Board of Health

  
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Secretary to the Board of Health

December 21, 2020  
Date of Approval