



**Board of Health Meeting**  
Monday, November 21, 2022 @ 12:00 PM – Goldsmith 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, November 21, 2022 at 12:01 PM.

A roll call found the following Board members present: Dr. Stephen Hickman, Patrick Wyatt, Dr. Amy Lakritz, Cleo Lucas and Dr. Jim Johns.

Staff members present: James Adams, Christi Allen, Diane Thompson, Annie Butusov, Gus Dria, Laura Roach (remote), Dawn Miller (remote), Kelli Trenger (remote), Christina Henning (remote), Jessica Boley (remote), Pam Gibbs (remote) and Dr. Jon Elias (remote).

Also present was City of Canton Finance Director, Mark Crouse.

**Approve November 21, 2022 Board of Health Meeting Agenda**

Mr. Wyatt moved, and Dr. Johns seconded a motion to approve the November 21, 2022 Board of Health meeting agenda.

Motion carried unanimously.

**Approve October 24, 2022 Board of Health Meeting Minutes**

Mrs. Lucas moved and Dr. Hickman seconded a motion to approve the October 24, 2022 Board of Health meeting minutes.

Motion carried unanimously.

**Approve List of Bills - \$183,096.07**

Dr. Hickman moved, and Mr. Wyatt seconded a motion to approve the list of bills totaling \$183,096.07. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Executive Session to Discuss the Compensation of a Public Employee**

Mr. Wyatt moved, and Mrs. Lucas seconded a motion to enter an executive session to discuss the compensation of a public employee and to include Board members, Jim Adams, and the City of Canton Finance Director, Mark Crouse. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously. The meeting entered executive session at 12:10 PM.

**Return to Normal Session**

Dr. Johns moved, and Mr. Wyatt seconded a motion to exit executive session and return to normal session. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously. The meeting returned to normal session at 12:55 PM.

**Approve Personnel**

**a. Retirement of Connie Standard, Clinical Receptionist/Office Assistant (R2), Effective November 1, 2022**

Dr. Hickman moved with regret, and Dr. Johns seconded a motion to approve the retirement of Connie Standard, Clinical Receptionist/Office Assistant (R2), effective November 1, 2022. A roll call vote was taken:

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

Motion carried unanimously.

**b. Probationary Period Ending for Tiffany Biedenbach, Linkage to Care Specialist (PT5), Retroactive to November 13, 2022**

Dr. Lakritz moved, and Mrs. Lucas seconded a motion to approve the probationary period ending for Tiffany Biedenbach, Linkage to Care Specialist (PT5), retroactive to November 13, 2022 with a pay raise of \$0.51 per hour and a new hourly rate of \$23.90. A roll call vote was taken:

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

Motion carried unanimously.

**c. Appointment of Full-Time HIV/STI Prevention Health Educator (R5)**

Dr. Lakritz moved, and Dr. Johns seconded a motion to approve the appointment of a full-time HIV/STI Prevention Health Educator (R5) to Amanda Stone at an annual salary of \$45,616.00 and with a 90-day probationary period. A roll call vote was taken:

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

Motion carried unanimously.

**d. Approve Compensation Adjustment for Robert Knight, Performance Improvement & Accreditation Coordinator (R5)**

Mrs. Lucas moved, and Dr. Johns seconded a motion to approve a compensation adjustment for Robert Knight, Performance Improvement Accreditation Coordinator, to a new adjusted salary of \$49,122.00, retroactive to January 1, 2022.

Dr. Johns moved, and Mr. Wyatt seconded a motion to postpone this motion until the next Board meeting on December 19, 2022. A roll call vote was taken:

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

Motion to table this action carried unanimously. The original motion is tabled.

**Patient Write Off for \$152.50 (MRN #38809)**

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Mr. Wyatt moved, and Dr. Johns seconded a motion to approve the patient write off for \$152.50 (MRN #38809). A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Recommendations of the Hearing Officer for November 21, 2022**

Mr. Wyatt moved, and Dr. Johns seconded a motion to approve the recommendations of the Hearing Officer for November 21, 2022. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Moral Obligation for Cepheid for a 3-Year Service Agreement for \$6,509.00**

Mrs. Lucas moved, and Dr. Lakritz seconded a motion to approve a moral obligation to Cepheid for a 3-year service agreement for \$6,509.00. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Early Payment of Invoices for December 2022 and January 2023**

Dr. Hickman moved, and Mr. Wyatt seconded a motion to approve the early payment of invoices for December 2022 and January 2023. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Notification of Submission of 2023 Proposed Budget**

The Board was provided copies of the Health Department's submitted 2023 budget.

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

- a. Air Monitoring Equipment for Fire Station #8 from Teledyne Instruments, Inc for an Amount not to Exceed \$41,300.00 (from APC Funds)

Dr. Johns moved and Dr. Hickman seconded a motion to approve the purchase of the above item for an amount not to exceed \$41,300.00 (from APC Funds). A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.



**Approve Resolutions**

**a. 2022-10: Amend Schedule of Fees for Food Protection Licenses, 1<sup>st</sup> Reading**

Jim Adams provided a first reading of Resolution 2022-10, which is a motion to amend section 251.02 of the Canton City Health Code to amend a schedule of fees for food protection licenses and to declare the same to be an emergency.

**Approve Meeting Room Use Agreement with Akron-Canton Regional Foodbank for the use of their JM Smucker Company Commons Room on November 1, 2022**

Dr. Lakritz moved, and Dr. Hickman seconded a motion to approve a meeting room use agreement with Akron-Canton Regional Foodbank for the use of their JM Smucker Company Commons Room on November 1, 2022. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Contract Addendum for THRIVE office space with a Change of Lessor from SCF Development, Ltd. To Telma Investments, LLC. Original Contract Period of February 1, 2021 through January 31, 2023. No change in terms of agreement with respect to cost.**

Mrs. Lucas moved, and Dr. Johns seconded a motion to approve a contract addendum for THRIVE office space with a change of lessor from SCF Development, Ltd. to Telma Investments, LLC. Original contract period of February 1, 2021 through January 31, 2023. No change in terms of agreement with respect to cost. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Agreement with the National Association of County & City Health Officials (NACCHO) to Receive \$40,000.00 for the Health Equity and Overdose Prevention Mentorship Program as a Mentee with a Period of November 1, 2022 to July 31, 2023**

Mr. Wyatt moved, and Dr. Johns seconded a motion to approve an agreement with the National Association of County & City Health Officials (NACCHO) to receive \$40,000.00 for the Health Equity and Overdose Prevention Mentorship Program as a mentee with a period of November 1, 2022 to July 31, 2023. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Approve the Memorandum of Understanding Between the Marathon Petroleum Company LP and the Four Health Departments of Stark County as of October 6, 2022 for Marathon to Serve as a Closed Point of Dispensing Location (POD) for Marathon Employees**

Dr. Johns moved, and Mrs. Lucas seconded a motion to approve the memorandum of understanding between the Marathon Petroleum Company LP and the Four Health Departments of Stark County as of

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October 6, 2022 for Marathon to serve as a closed Point of Dispensing (POD) location for Marathon employees. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Approve FY23 Early Intervention Services Application and Initial Budget in the Amount of \$189,837.00 for the Grant Period of April 1, 2023 to March 31, 2024 with the Ohio Department of Health**

Dr. Lakritz moved, and Mrs. Lucas seconded a motion to approve the FY23 Early Intervention Services application and initial budget in the amount of \$189,837.00 for the grant period of April 1, 2023 to March 31, 2024 with the Ohio Department of Health. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Dental Sealant Program Agreements**

- a. **Approve FY23 Dental Sealant Program Application and Initial Budget in the Amount of \$63,000.00 for the Grant Period of January 1, 2023 to December 31, 2023 with the Ohio Department of Health.**
- b. **Approve the FY23 Dental Sealant Program Agreement with Dr. Meredith Robeson, Dentist, at an amount not to exceed \$1,800.00 for the period of January 1, 2023 through December 31, 2023.**
- c. **Approve FY23 Dental Sealant Program agreement with Anna Mayle, Dental Hygienist, at an amount not to exceed \$12,181.10 for the period of January 1, 2023 through December 31, 2023.**
- d. **Approve FY23 Dental Sealant Program Agreement with Alison Giammarco, Dental Hygienist, at an amount not to exceed \$12,181.10 for the period of January 1, 2023 through December 31, 2023.**

Dr. Hickman moved, and Dr. Johns seconded a motion to approve the above Dental Sealant Program agreements in the specified amounts. A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Agreement Addendum with Existing Organizations for the Stark County THRIVE Pathways HUB CDC Community COVID-19 Response Program, Increasing the Reimbursement Rate for Outreach and Engagement from \$20.00 per hour to \$25.00 per hour and Extending the Grant Period from August 30, 2022 to December 31, 2022. The total amount of the agreement does not change (Originally approved on March 28, 2022)**

Dr. Johns moved, and Dr. Hickman seconded a motion to approve an agreement addendum with existing organizations for the Stark County THRIVE Pathways HUB CDC Community COVID-19 Response

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Program, increasing the reimbursement grant period from August 30, 2022 to December 31, 2022. The total amount of the agreement does not change (originally approved on March 28, 2022). A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Agreement Addendum for Jefferson County Health Department for the FY22 HIV Grant to Decrease their Award Amount from \$13,777.60 to \$7,875.82 (Decrease of \$5,901.78) for a Period of January 1, 2022 to December 31, 2022 (Originally Approved September 27, 2021)**

Dr. Johns moved, and Mr. Wyatt seconded a motion to approve an agreement addendum for Jefferson County Health Department for the FY22 HIV Grant to decrease their award amount from \$13,777.60 to \$7,875.82 (decrease of \$5,901.78) for a period of January 1, 2022 to December 31, 2022 (originally approved September 27, 2021). A roll call vote was taken:

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Acceptance of Division Reports**

- a. Nursing/WIC** – A retirement party will be held for long-time Health Department employee, Connie Standard, on November 30, 2022 from 3:00 PM – 5:00PM in the Goldsmith Room.
- b. Laboratory** – Nothing additional
- c. OPHII/Surveillance** – Nothing additional.
- d. THRIVE** – Nothing additional.
- e. Vital Statistics** – Nothing additional.
- f. Air Pollution Control** – Nothing additional.

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

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

Dr. Lakritz – Yes    Mrs. Lucas – Yes

Motion carried unanimously.

**Announcement of Next Meeting: Monday, December 19, 2022 at 12:00 PM**

The next regular meeting of the Board of Health of Canton City Public Health will be Monday, December 19, 2022 at 12:00PM.

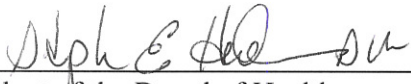
**Adjourn**

Dr. Johns moved, and Mr. Wyatt seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:21 PM.

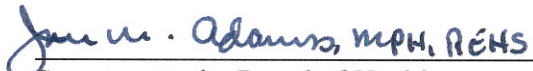


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President of the Board of Health



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Secretary to the Board of Health

December 19, 2022

Date of Approval