



## Board of Health of the Canton City Health Department

Regular Meeting

Monday, December 16, 2013

@ 12:00pm



**Public Health**  
Prevent. Promote. Protect.

### MEETING MINUTES

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#### **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, December 16, 2013 at 12:37pm with a quorum present.

Members Dr. Hickman, Ms. Snell and new member Dr. Lakritz were present. Mr. Schott and Dr. Fiorentino were excused.

#### **Approval of Minutes of Meeting Held November 25, 2013**

Ms. Snell moved and Dr. Lakritz seconded a motion to approve the minutes of the regular meeting held November 25, 2013. Motion passed unanimously.

#### **Approval of List of Bills Totaling \$106,575.17**

Ms. Snell moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$106,575.17. Motion passed unanimously.

#### **Consideration of Executive Session**

There was no executive session.

#### **Personnel**

a. Ms. Snell moved and Dr. Lakritz seconded a motion to hire Janessa Scott as a temporary seasonal part-time employee in Vital Statistics at a rate of \$9.52. Motion passed unanimously.

#### **Approval of Recommendations of the Hearing Officer for Hearings Held on December 16, 2013**

Dr. Lakritz moved and Ms. Snell seconded a motion to approve the recommendations of the hearing officer for hearings held on December 16, 2013. Motion passed unanimously.

#### **Consideration of Resolution 11-2013 to Amend a Schedule of Fees for Food Protection Licenses, third reading**

Ms. Snell moved and Dr. Lakritz seconded a motion to approve resolution 11-2013 to amend a schedule of fees for food protection licenses. A roll call vote was taken:

Dr. Hickman – Yes

Ms. Snell – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

#### **Consideration of Resolution 13-2013 Rescinding Longevity Pay Effective January 1, 2014**

Dr. Lakritz moved and Ms. Snell seconded a motion to approve resolution 13-2013 rescinding longevity pay effective January 1, 2014. A roll call vote was taken:

Dr. Hickman – Yes

Ms. Snell – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

**Consideration of Resolution 14-2013 Approving Travel Clinic Fees**

Ms. Snell moved and Dr. Lakritz seconded a motion to approve travel clinic fees. A roll call vote was taken:

Dr. Hickman – Yes                      Ms. Snell – Yes                      Dr. Lakritz – Yes

Motion passed unanimously.


**Consideration for all employees to utilize their Personal Holiday for December 26, 2014, therefore, closing the Health Department**

Dr. Lakritz moved and Ms. Snell seconded a motion for all employees for 2014 to utilize their Personal Holiday for December 26, 2014, therefore closing the Health Department for that day. Motion passed unanimously.

**Consideration of Management Services Agreement between the City of Canton and the Canton City Health Department (Sanitation Supervision)**

Ms. Snell moved and Dr. Lakritz seconded a motion to approve the Management Services agreement between the City of Canton and the Canton City Health Department (Sanitation Supervision). Motion passed unanimously.

**Consideration of a Management Services Agreement with the Stark County Educational Service Center for the services of a Medical Director**

 Dr. Lakritz moved and Ms. Snell seconded a motion to approve the Management Services Agreement with the Stark County Educational Service Center for the services of a Medical Director for the Canton City Health Department. Motion passed unanimously.

**Consideration of acceptance of an Agreement Addendum for the 2013 HIV Grant in the amount of \$3,265.48 awarded to Planned Parenthood of Greater Ohio**

All ready approved at the last Board of Health meeting. No action was taken.

**Consideration of acceptance of a Memorandum of Agreement for various 2014 HIV Grants**

Dr. Lakritz moved and Ms. Snell seconded a motion to accept a Memorandum of Agreement for various 2014 HIV grants. Motion passed unanimously.

**Consideration of acceptance of a Memorandum of Agreement for various 2014 IAP Grants**

Dr. Lakritz moved and Ms. Snell seconded a motion to approve a Memorandum of Agreement for the IAP grants with the Alliance City Health Department, the Stark County Health Department, the Portage County Health Department and the Mahoning County Board of Health. Motion passed unanimously.

**Consideration of acceptance of a Memorandum of Agreement for the STD Prevention Grant with the Mahoning County Board of Health**

Ms. Snell moved and Dr. Lakritz seconded a motion to accept a Memorandum of Agreement for the STD Prevention Grant with the Mahoning County Board of Health. Motion passed unanimously.

**Consideration to enter into an agreement with the City of Canton to authorize rates for the indigent burial fees**

Ms. Snell moved and Dr. Lakritz seconded a motion to enter into an agreement with the City of Canton to authorize rates for the indigent burial fees. Motion passed unanimously.

**Consideration to enter into an agreement to conduct Dental Sealant Programs for Stark and Carroll Counties for second and sixth grade students**

Dr. Lakritz moved and Ms. Snell seconded a motion to enter into an agreement with Anna Mayle, RDH; Alison Giammarco, RDH and Meredith Robeson, DDS to conduct a Dental Sealant Program for Stark and Carroll Counties second and sixth grade students. Motion passed unanimously.

**Approval of Out of District Travel**

- a) Request approval for Pamela Gibbs, Health Service Coordinator, for travel on 1/7/14 & 1/8/14 for a Grant Requirement and OCPG Meeting in Columbus, Ohio at a cost not to exceed \$211.83 (2318)
- b) Request approval for Laura Roach, WIC Director, for travel on 1/16/14 for a WIC Regional Director's meeting in Akron, Ohio at a cost not to exceed \$49.00 (2316)

Ms. Snell moved and Dr. Lakritz seconded a motion to approve the above out of District travel expense. Motion passed unanimously.

**Acceptance of Division Reports**

Division reports were reported before the meeting started since there was not a quorum.

- a. Medical Director – Dr. Chong had no written report.
- b. Nursing/WIC – No additional comments.
- c. Laboratory – No additional comments.
- d. OPHI/Surveillance – Christina Henning was not present and did not have a report.
- e. Environmental Health – Mark Adams only addition to his report was that there were cases of rabies in 3 feral cats in Youngstown.
- f. Air Pollution Control – No additional comments.
- g. Fiscal – No additional comments.
- h. Health Commissioner – James Adams provided his written report at the meeting.

Dr. Lakritz moved and Ms. Snell seconded a motion to approve the above division reports. Motion passed unanimously.

**Other Business**

There was no other business.

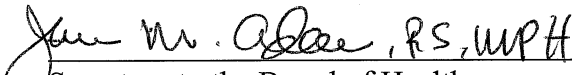
**Announcement of Next Meeting: Monday, January 27, 2014 @ 12:00pm**

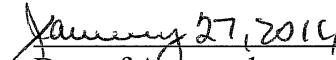
The next regular scheduled meeting of the Board of Health of the Canton City Health Department will be on Monday, January 27, 2014 at 12:00pm at the Canton City Health Department. The 2014 calendar dates for the Board of Health meetings will be sent out before January 1, 2014.

**Adjourn**

Ms. Snell moved and Dr. Lakritz seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:15pm.

  
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President of the Board of Health

  
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Secretary to the Board of Health

  
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Date of Approval