



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting
Monday, December 17, 2018 @ 12:00 PM – Board Room
Minutes

Call to Order and Roll Call

Dr. Hickman called to order the regular meeting of the Board of Health of Canton City Public Health on Monday, December 17, 2018 at 12:00 PM with a quorum present.

Dr. Hickman, Mr. Wyatt, Dr. Fiorentino and Ms. Lucas were present. Also present were James Adams, Christi Allen and Robert Knight.

Approve November 26, 2018 Board of Health Meeting Minutes

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve the November 26, 2018 Board of Health meeting minutes. Motion passed unanimously.

Mayor Bernabei arrived at this time, 12:01 PM.

Mayor Bernabei thanked the members of the Board of Health and the staff of Canton City Public Health for their hard work in 2018.

Mayor Bernabei left at this time, 12:02 PM.

Approve List of Bills - \$287,146.70

Dr. Fiorentino moved and Ms. Lucas seconded a motion to approve the list of bills totaling \$287,146.70. Motion passed unanimously.

Approve Personnel

a. Appointment of Staff Nurse II (R5)

Dr. Fiorentino moved and Ms. Lucas seconded a motion to approve the appointment of Carri Williams as the full-time Staff Nurse II (R5) at a starting salary not to exceed \$49,549.00, with a ½ step pay increase after a 90-day satisfactory probationary period with a start date to be determined. The second choice is Allison Black with a starting salary of \$45,463.00 with a start date to be determined. The salary will be paid from the Nursing General Fund (1001 303001) and IAP fund (2321). Motion passed unanimously.

b. Appointment of WIC Peer Helper (PT13)

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the appointment of Rachel Brown as the part-time WIC Peer Helper at \$10.64 per hour with a ½ step pay increase to \$10.86 per hour after a 90-day satisfactory probationary period with a start date to be determined. The salary will be paid from WIC funds (2316). Motion passed unanimously.

c. Resignation of David Hampton, Air Pollution Control Engineer (R6)

Mr. Wyatt moved and Ms. Lucas seconded a motion to accept the resignation of David Hampton, Air Pollution Control Engineer (R6), effective January 29, 2019. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for December 17, 2018

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the recommendations of the hearing officer for the December 17, 2018 hearings. Motion passed unanimously.

Dr. Lakritz arrived at this time, 12:09 PM.

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Authorize a Contract with Jon Elias, MD as the Health Department's Medical Director for \$13,500.00 for a Period of January 1, 2019 through December 31, 2019 (\$1,000.00 a Month Plus up to \$1,500.00 for Reimbursement for Travel and Training)

Mr. Wyatt moved and Ms. Lucas seconded a motion to authorize a contract with Jon Elias, MD as the Health Department's Medical Director for \$13,500.00 for a period of January 1, 2019 through December 31, 2019 (\$1,000.00 a month plus up to \$1,500.00 for reimbursement for travel and training). Motion passed unanimously.

Approve a Contract with R & G Janitorial Inc. at an Amount not to Exceed \$24,000.00 (\$2,000.00/month) for Custodial Cleaning Services for the Period of January 1, 2019 through December 31, 2019

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve a contract with R & G Janitorial Inc. at an amount not to exceed \$24,000.00 (\$2,000.00/month) for custodial cleaning services for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

Approve an Agreement with Creative Rehab to Provide Training Services to their Clients and Students at the Recycle Center for the Period of January 1, 2019 through December 31, 2019 at no Cost to Canton City Public Health.

Ms. Lucas moved and Dr. Fiorentino seconded a motion to approve an agreement with Creative Rehab to provide training services to their clients and students at the Recycle Center for the period of January 1, 2019 through December 31, 2019 at no cost to Canton City Public Health. Motion passed unanimously.

Approve the FY18 Dental Sealant Program Agreement with Dr. Meredith Robeson at an Amount not to Exceed \$1,800.00 for the Period of January 1, 2019 through December 31, 2019

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the FY18 dental sealant program agreement with Dr. Meredith Robeson at an amount not to exceed \$1,800.00 for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

Approve FY18 Dental Sealant Program Agreement with Anna Mayle at an Amount not to Exceed \$11,377.00 for the Period of January 1, 2019 through December 31, 2019

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the FY18 dental sealant program agreement with Anna Mayle at an amount not to exceed \$11,377.00 for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

Approve FY18 Dental Sealant Program Agreement with Alison Giammarco at an Amount not to Exceed \$11,377.00 for the Period of January 1, 2019 through December 31, 2019

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the FY18 dental sealant program agreement with Alison Giammarco at an amount not to exceed \$11,377.00 for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

Acceptance of Division Reports

- a. Medical Director – Nothing additional to report.
- b. Nursing/WIC – Diane Thompson reported that the WIC division has been performing some outreach activities but that WIC numbers are down locally and nationally.
- c. Laboratory – Nothing additional to report.

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- d. OPHI/Surveillance – Amanda Archer reported that there is a small suspected GI outbreak at an elementary school.
- e. THRIVE – Sandy Marinchick reported that the new Neighborhood Navigator started recently and that two of THRIVE’s bus wraps are ready. Amanda Archer reported that the division recently attended a conference where they distributed program literature and that an application has been submitted to the National Association of County and City Health Officials.

Ms. Lucas mentioned that THRIVE has been submitted for an award by Liz Edmunds at Aultman.

- f. Environmental Health – Annmarie Butusov asked the board what information they would like to see included on the division’s monthly reports. Dr. Hickman said that he likes the charts outlining outcomes and he likes to see reports of what the division is doing.

Ms. Butusov reported that the EH division recently attended a free Office 365 training at the Stark County Library. She reported that the Department of Agriculture wants to perform a food service survey on February 4, 2019 but that she has requested that it be rescheduled. She also reported that the division is working on a Memorandum of Understanding with Stark County Health Department to perform inspections on the limited number of on-lot sewage systems remaining in the city and that they are considering asking the board to remove some outdated sections of the health code.

- g. Air Pollution Control – Terri Dzienis reported to the board that she expects the new air monitor to be running some time in January and that Republic Steel has a stack test schedule for tomorrow. She also reported that APC recently received a complaint, via an attorney, about possible unpermitted manufacturing that has reportedly been ongoing at the Sterilite facility in Massillon and that several pieces of evidence were submitted with the complaint.
- h. Vital Statistics – Nothing additional to report.
- i. Fiscal Officer – Christi Allen reported that she is still waiting for the hear if the department’s proposed budget has been approved by City Council.
- j. Health Commissioner – James Adams reported to the board that Annie Butusov recently worked with the Gervasi Vineyard to ensure that their new facility could open on schedule.

Mr. Adams also asked the board members if they were interested in membership in the Ohio Association of Boards of Health. The association offers trainings and holds meetings that might be of interest to the board. The members unanimously agreed that they would like to be members.

Mr. Adams then reported that there are several building repair projects scheduled soon and that in the next few days the department’s phone and network systems are being upgraded by the IT department.

- k. Accreditation – Robert Knight reviewed the status of the department’s document submissions to the Public Health Accreditation Board and said that he expects to receive an update from PHAB about the preliminary document review sometime in January.
- l. Quality Improvement – Nothing additional to report.

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Mr. Wyatt moved and Dr. Lakritz seconded a motion to accept the division reports. Motion passed unanimously.

Other Business

No other business was discussed.

Announcement of Next Meeting: Monday, January 28, 2019 at 12:00 PM

The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, January 28, 2019 at 12:00 PM.

Adjourn

The meeting adjourned at 12:54 PM.



President of the Board of Health



Secretary to the Board of Health

January 28, 2019

Date of Approval