



**Board of Health Meeting**  
Monday, December 21, 2020 @ 12:00 PM – Board 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 on Monday, December 21, 2020 at 12:01 PM with a quorum present.

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

**Approve Amended November 10, 2020 Board of Health Special Meeting Minutes**

Dr. Johns moved and Dr. Hickman seconded a motion to approve the November 10, 2020 Board of Health special meeting minutes. A roll call to vote was taken:

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

Motion carried unanimously.

**Approve November 23, 2020 Board of Health Meeting Minutes**

Dr. Hickman moved and Dr. Johns seconded a motion to approve the November 23, 2020 Board of Health meeting minutes. A roll call to vote was taken:

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

Motion carried unanimously.

**Approve December 15, 2020 Board of Health Special Meeting Minutes**

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the December 15, 2020 Board of Health special meeting minutes. A roll call to vote was taken:

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

Motion carried unanimously.

**Approve List of Bills - \$481,878.21**

Dr. Johns moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$481,878.21.

Regarding the coronavirus cleaning services included in the list of bills, Ms. Lucas asked why it is necessary to hire a different cleaning company to provide these services instead of utilizing the same crew which the Health Department employs on a regular basis. James Adams explained that

the company performs a special cleaning that involves use of a product that the regular cleaning crew does not have access to.

Dr. Lakritz questioned the Health Department's use of funds from COVID grants to pay current staff who have been aiding in COVID activities rather than hiring additional staff to specifically perform these activities. Mr. Adams explained that the Department has made hires to assist with COVID, but can only continue to hire enough people who are willing to apply. He added that the Department feels that the funds available for COVID have been used wisely.

A roll call to vote was taken:

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

Motion carried unanimously.

**Approve Personnel:**

**a. Probationary Period Ending for Marquette Esper, Pathways HUB Coordinator (R4), Effective December 11, 2020**

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the probationary period ending for Marquette Esper, Pathways HUB Coordinator (R4), retroactive to December 11, 2020 with a pay increase of \$825.00 to a salary of \$40,872. A roll call to vote was taken:

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

Motion carried unanimously.

**b. Approve Updated THRIVE Position Classification Schedule to Add Executive Assistant/Office Manager (R4)**

Dr. Hickman moved and Dr. Lakritz seconded a motion to approve updated THRIVE Position Classification Schedule to add Executive Assistant/Office Manager (R4). A roll call to vote was taken:

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

Motion carried unanimously.

**c. Reclassification of Danielle Grimm, Executive Assistant (R4), to THRIVE Executive Assistant/Office Manager (R4) Effective December 22, 2020**

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the reclassification of Danielle Grimm, Executive Assistant (R4), to THRIVE Executive Assistant/Office Manager (R4) effective December 22, 2020. A roll call to vote was taken:

Dr. Hickman – Yes                      Dr. Lakritz – Yes                      Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**d. Vacation Carryover from 2020 to 2021**

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve the following employees to carryover vacation days from 2020 to 2021 with an exception to Health Code 207.18 Vacations, allowing staff to carryover more than five (5) days and to not be required to use them by March 31 of 2021 if carrying over days due to COVID-19 response.

**These employees are asking to carryover vacation days due to COVID-19 response:**

<u>Employee Name</u>	<u>Hours</u>	<u>Days</u>
Henning, Christina	120	15
Archer, Ashley	22	2.75
Standard, Connie	32	4
Ahmad, Shameem	16	2
McCartney, David	24	3

A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Approve Resolutions**

**a. 2020-13: Wage and Salary Increase**

Dr. Lakritz moved and Dr. Johns seconded a motion to approve resolution 2020-13: Wage and Salary Increase adjusting pay compensation for Board of Health employees. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Approve Moral Obligation for Kent State University for \$10,779.68 for the Period of May 14, 2020 to August 12, 2020 for THRIVE Evaluation**

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve moral obligation for Kent State University for \$10,779.68 for the period of May 14, 2020 to August 12, 2020 for THRIVE evaluation. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Grants in Response to COVID-19**

- a. Approve Agreement Addendum with Stark County Combined General Health District to Receive an Additional Amount of \$200,000.00 for a new total of \$274,678.00 (original amount of \$74,678.00 approved September 21, 2020) for a FY21 Contact Tracing Grant with a Period of March 1, 2020 to December 30, 2020**

Mr. Wyatt moved and Dr. Johns seconded a motion to approve agreement addendum with Stark County Combined General Health District to receive an additional amount of \$200,000.00 for a new total of \$274,678.00 (original amount of \$74,678.00 approved September 21, 2020 for a FY21 contact tracing grant with a period of March 1, 2020 to December 30, 2020. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Approve Agreement with Copeco for Maintenance on Six (6) Health Department Copiers for a Period of January 31, 2021 to January 1, 2026 with a Yearly Amount of \$7,590.24 (with up to a 10% yearly increase) with Additional Monthly Overage Costs; Paid from Fund 7601.301001, Administration/VS Fund**

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve agreement with Copeco for maintenance on six (6) Health Department copiers for a period of January 31, 2021 to January 1, 2026 with a yearly amount of \$7,590.24 (with up to a 10% yearly increase) with additional monthly overage costs; paid from fund 7601.301001, Administration/VS Fund. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Approve Service Agreement for Stanley Access Technologies for a Period of January 1, 2021 through December 31, 2025 with a Yearly Payment of \$200.00 (\$1,000.00 total) for Preventative Maintenance on the Stanley Slider Dual Electronic Door; Paid from Fund 7601.301001, Administration/VS Fund**

Dr. Lakritz moved and Dr. Hickman seconded a motion to approve a service agreement for Stanley Access Technologies for a period of January 1, 2021 through December 31, 2025 with a yearly payment of \$200.00 (\$1,000.00 total) for preventative maintenance on the Stanley Slider Dual Electronic Door; paid from Fund 7601.301001, Administration/VS Fund. A roll call to vote was taken:

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Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Authorize a FY21 Contract with Jon Elias, MD as the Health Department's Medical Director for \$13,500.00 for a Period of January 1, 2021 through December 31, 2021 (\$1,000.00 a Month Plus up to \$1,500.00 for Reimbursement for Travel and Training); Paid from Fund 7601 303001, Nursing Fund**

Dr. Lakritz moved and Dr. Hickman seconded a motion to authorize a FY21 contract with Jon Elias, MD as the Health Department's Medical Director for \$13,500.00 for a period of January 1, 2021 through December 31, 2021. (\$1,000.00 a month plus up to \$1,500.00 for reimbursement for travel and training); paid from fun 7601.303001, Nursing fund. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Approve a FY21 Agreement with LaToya Dickens-Jones to Provide Nurse Practitioner Services on an as Needed Basis for the Health Department from January 1, 2021 through December 31, 2021 at a Rate of \$35.48 per Hour not to Exceed \$2,128.80 (up to 60 hours); Paid from Fund 7601 303001, Nursing Fund**

Dr. Hickman moved and Dr. Lakritz seconded a motion to approve a FY21 agreement with LaToya Dickens-Jones to provide Nurse Practitioner services on an as needed basis for the Health Department from January 1, 2021 through December 31, 2021 at a rate of \$35.48 per hour not to exceed \$2,128.80 (up to 60 hours); paid from fund 7601.303001, Nursing fund. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Approve a FY21 Contract with R & G Janitorial Inc. at an amount not to Exceed \$25,800.00 (\$2,150.00/month) for Custodial Cleaning Services for the Health Department for the period January 1, 2021 through December 31, 2021; Paid from Fund 7601 301001, Administration/VS Fund**

Mr. Wyatt moved and Dr. Johns seconded a motion to approve a FY21 contract with R&G Janitorial Inc. at an amount not to exceed \$25,800.00 (\$2,150.00/month) for custodial cleaning services for the Health Department for the period January 1, 2021 through December 31, 2021: paid from fund 7601.301001, Administration/VS fund. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Approve a FY21 Agreement with SCF Development, Ltd. for Lease of Office space at 400 Market Ave N, 3rd Floor, Canton, Ohio 44702 for the THRIVE Offices for the period of February 1, 2021 through January 31, 2023 at an amount not to exceed \$36,624.72 (\$1,526.03/month); Paid from Fund 2314, THRIVE**

Ms. Lucas moved and Dr. Johns seconded a motion to approve a FY21 agreement with SCF Development, Ltd. for lease of office space at 400 Market Ave N, 3<sup>rd</sup> floor, Canton, Ohio 44702 for the THRIVE offices for the period of February 1, 2021 through January 31, 2023 at an amount not to exceed \$36,624.72 (\$1,526.03/month); paid from fund 2314, THRIVE. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Approve an Amendment to the HUB Services Agreement dated September 2019 established between the Hospital Council of Northwest Ohio Pathways HUB and Canton City Public Health.**

Dr. Lakritz moved and Dr. Johns seconded a motion to approve an amendment to the HUB Services Agreement dated September 2019 established between the Hospital Council of Northwest Ohio Pathways HUB and Canton City Public Health. Effective January 1, 2021, this amendment establishes a month-to-month agreement that either party can terminate at the end of any month after providing notice to the other party prior to the first of the month of termination. HCNO will pay THRIVE 100% of the “Managed Care Payment to THRIVE” and 100% of the “Managed Care Payment to HCNO” for THRIVE Care Coordination billed through HCNO managed care contracts for outcome payments related to services provided by the Stark County THRIVE Pathways HUB. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Authorize a Contract with Care Coordination Services (CCS) for Support Services, Upgrades, and Other Services Pursuant to the Software License Agreement Providing Stark County THRIVE Pathways HUB Staff and Care Coordination Agencies Access and Use of the CCS’s Community Health Record Platform, Including its Accompanying Applications for the Period of January 1, 2021 through December 31, 2025 at an Amount not to Exceed \$255,560.46.**

Ms. Lucas moved and Dr. Lakritz seconded a motion to authorize a contract with Care Coordination Services (CCS) for support services, upgrades and other services pursuant to the

Software License Agreement providing Stark County THRIVE Pathways HUB staff and Care Coordination Agencies access and use of the CCS's Community Health Record platform, including its accompanying applications for the period of January 1, 2021 through December 31, 2025 at an amount not to exceed \$255,560.46. The license fee for every year of any renewal term will be increased by (a) 5% over the previous year, or (b) the annualized rate of inflation most recently published by the Bureau of Labor Statistics of the United States Department of Labor; rounded to the nearest \$500, whichever is greater. Yearly cost breakdown for the period is \$46,250 year one, \$48,562.50 year two, \$50,990.63 year three, \$53,540.16 year four, and \$56,217.17 year five. A roll call to vote was taken:

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

Motion carried unanimously.

**Approve a FY20 Addendum for Contact Monitoring Team Member Brianna Brewer to Provide Contact Tracing Services for the Period of July 1, 2020 to December 31, 2020 to Receive an Additional Amount of \$520.00 for a New Total of \$6,760.00 (original amount of \$6,240.00); Paid from Fund 2328.301019**

Dr. Hickman moved and Ms. Lucas seconded a motion to approve a FY20 addendum for Contact Monitoring Team Member Brianna Brewer to provide contact tracing services for the period of July 1, 2020 to December 31, 2020 to receive an additional amount of \$520.00 for a new total of \$6,760.00 (original amount of \$6,240.00); paid from fund 2328.301019.

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

Motion carried unanimously.

**Approve a FY20 Agreement for Contact Monitoring Team Members to Provide Contact Tracing Services for the Period of November 30, 2020 to December 31, 2020 at a Rate of \$13.00 per Hour not to Exceed \$1,300.00 (up to 100 hours); Paid from Fund 2328.301019 for the following:**

- a. Pamela Kotagides
- b. Doyle Walker

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve a FY20 addendum for Contact Monitoring Team Members to provide contact tracing services for the period of November 30, 2020 to December 31, 2020 at a rate of \$13.00 per hour not to exceed \$1,300.00 (up to 100 hours); paid from fund 2328.301019 for the above Contact Monitoring Team Members. A roll call to vote was taken:

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

Motion carried unanimously.

**Approve a FY21 Agreement for Contact Monitoring Team Members to Provide Contact Tracing Services for the Period of January 1, 2021 to December 31, 2021 at a Rate of \$14.00 per Hour not to Exceed \$14,560.00 (up to 1,040 hours); Paid from Fund 2328.301019 for the following:**

- a. Fathiyyah Farrakhan
- b. Brianna Brewer
- c. Doyle Walker
- d. Jennifer Mongold
- e. Kevin Henderson

Mr. Wyatt moved and Dr. Johns seconded a motion to approve a FY21 agreement for Contact Monitoring Team Members to provide contact tracing services for the period of January 1, 2021 to December 31, 2021 at a rate of \$14.00 per hour not to exceed \$14,560.00 (up to 1,040 hours); paid from fund 2328.301019 for the above Contact Monitoring Team Members. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Approve a FY21 Agreement with Maria Anaya for Spanish Interpretation Services for COVID-19 Activities for the Period of January 1, 2021 to December 31, 2021 at a Rate of \$22.50 per Hour not to Exceed \$11,250.00 (up to 500 Hours); Paid from Fund 2328.301019**

Dr. Hickman moved and Ms. Lucas seconded a motion to approve a FY21 agreement with Maria Anaya for Spanish Interpretation Services for COVID-19 activities for the period of January 1, 2021 to December 31, 2021 at a rate of \$22.50 per hour not to exceed \$11,250.00 (up to 500 hours); paid from fund 2328.301019. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

**Receipt of 2019 Canton City Public Health Annual Report**

Dr. Johns moved and Dr. Hickman seconded a motion to acknowledge receipt of the 2019 Canton City Public Health Annual Report. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.



**Acceptance of Division Reports**

- a. Nursing/WIC – Nothing additional.
- b. Laboratory – Nothing additional.
- c. Environmental Health – Hours have changed at the Recycle Center. Center is now open on Tuesdays and Fridays from 9:00am to 3:00pm.
- d. Vital Statistics – Nothing additional.
- e. Fiscal – Nothing additional.
- f. Health Commissioner – Federal Government has approved Pfizer and Moderna vaccines for emergency use authorization. Aultman Hospital has received 975 initial doses of the Pfizer vaccine and has proceeded to vaccinate some of their most at-risk employees. The Health Department will be receiving the Moderna vaccine and anticipates delivery by this Tuesday or Wednesday. Plan is to hold vaccination clinics and administer vaccinations to staff who are providing vaccinations to other people, including Public Health staff and EMS/Fire staff for the City of Canton. Next step is to expand out to Tier 1a providers.

Drive-up COVID testing event was held last Wednesday, December 16, 2020. Of the 508 individuals who were tested, 106 were positive. No plans of scheduling future testing events just yet, as we don't know what the funding situation will be for the Ohio National Guard.

**Other Business**

Ms. Lucas began mentioned the recent report "Protecting Stark's Future: A Call to Coordinate Child Poverty Strategies" and asked Commissioner Adams if he is aware of an organization or agency that is coordinating efforts to address childhood poverty. Mr. Adams stated that he does not yet know of any group that is spearheading these efforts. He added that we have long recognized poverty as a significant driver of health disparities within the community, and it will be a pillar of the CCPH Strategic Plan.

**Announcement of Next Meeting: Monday, January 25, 2021 at 12:00 PM**

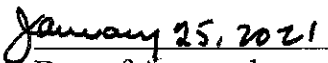
The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, January 25, 2021 at 12:00 PM.

**Adjourn**

Dr. Hickman moved and Mr. Wyatt seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:43 PM.

  
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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