



Board of Health Meeting
Monday, February 25, 2019 @ 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, February 25, 2019 at 12:00 PM with a quorum present.

Dr. Hickman, Mr. Wyatt, Dr. Lakritz, Ms. Lucas and Mayor Bernabei were present. Also present were Dr. Elias, James Adams, Christi Allen and Robert Knight.

Executive Session to Discuss the Compensation of a Public Employee

Mr. Wyatt moved and Ms. Lucas seconded a motion to enter executive session to discuss the compensation of a public employee. A roll call to vote was taken:

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

Motion passed unanimously. The Board entered executive session at 12:01 PM. The Board returned from executive session at 12:25 PM.

Approve January 28, 2019 Board of Health Meeting Minutes

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the January 28, 2019 Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$150,757.52

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the list of bills totaling \$150,757.52. Motion passed unanimously.

Approve Personnel:

a. Probationary Period Ending for Jessica Boley, Epidemiologist I, Retroactive to 12/30/2018

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve the probationary period ending for Jessica Boley, Epidemiologist I (R5), with half a step increase of \$1,022.00 to a salary of \$52,340.00 retroactive to 12/30/2018. Motion passed unanimously.

b. Air Pollution Control Engineer (R6) Job Description

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the Air Pollution Control Engineer (R6) job description. Motion passed unanimously.

c. Air Pollution Control Director (R8) Job Description

This item was withdrawn from consideration.

d. Updated Air Pollution Control Position Classification Schedule

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve the updated Air Pollution Control position classification schedule. Motion passed unanimously.

e. Appointment of Pamela Johnson-Gibbs to Permanent Health Services Coordinator/DIS and LTC Supervisor (R6) Effective February 25, 2019

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve the permanent appointment of Pamela Gibbs from Health Services Coordinator (R5) to Health Services Coordinator/DIS and LTC Supervisor (R6) effective February 25, 2019. Motion passed unanimously.

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f. Appointment of Full-Time Air Pollution Control Engineering Technician I (R5)

Mr. Wyatt moved and Ms. Lucas seconded a motion to appoint Kimberly Campbell to Air Pollution Control Engineering Technician I (R5) at her current rate of pay of \$53,977.00 effective March 2, 2019 with a 90-day probationary period to come out of APC Fund 2331. Motion passed unanimously.

g. Appointment of Part-Time WIC Peer Helper(s) (PT13)

This item was withdrawn from consideration.

h. Appointment of Full-Time Early Intervention Specialist (EIS) Navigator (R5)

Dr. Lakritz moved and Ms. Lucas seconded a motion to appoint David McCartney to Early Intervention Specialist (EIS) Navigator (R5) at \$43,419.00 with a half step increase after a 90-day probationary period to \$44,441.00 with a start date to be determined to come out of EIS (Early Intervention Services) Fund 2319. Motion passed unanimously.

i. Resignation of Brianna Rante, Disease Intervention Specialist (R5), Effective March 5, 2019

Mr. Wyatt moved and Dr. Lakritz seconded a motion to accept the resignation of Brianna Rante, Disease Intervention Specialist (R5), effective March 5, 2019. Motion passed unanimously.

j. Resignation of Ashanti Parker, Public Health Clerk I, Effective March 22, 2019

Dr. Lakritz moved and Ms. Lucas seconded a motion to accept the resignation of Ashanti Parker, Public Health Clerk I (R1), effective March 22, 2019. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for February 25, 2019

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the recommendations of the hearing officer for February 25, 2019. Motion passed unanimously.

Approve 2019 Agreement to Receive \$35,000.00 from the Stark-Tuscarawas-Wayne Joint Solid Waste Management District for Solid Waste Inspections for the Period of January 1, 2019 through December 31, 2019

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the 2019 agreement to receive \$35,000.00 from the Stark-Tuscarawas-Wayne Joint Solid Waste Management District for solid waste inspections for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

Approve 2019 Agreement to Receive \$2,500.00 from the Stark-Tuscarawas-Wayne Joint Solid Waste Management District for the Tire Drop-Off Cleanup/Host Community Grant for the Period of January 1, 2019 through December 31, 2019

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the 2019 agreement to receive \$2,500.00 from the Stark-Tuscarawas-Wayne Joint Solid Waste Management District for the Tire Drop-off Cleanup/Host Community Grant for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

Approve Purchase Request for Florida State University for a Healthy Baby 3-Day Workshop for the Training Fee (\$22,500.00) and for Curriculum Books (\$12,230.00) for a Total of \$34,730.00 (Paid from FY18 United Way Grant)

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the purchase request for Florida State University for a Health Baby 3-day workshop for the training fee (\$22,500.00) and for curriculum books (\$12,230.00) for a total of \$34,730.00 (paid from the FY18 United Way grant). Motion passed unanimously.

Approve Resolutions:

a. 2019-04 Rescind Various Sections of the Health Code, Second Reading.

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the second reading of Resolution 2019-04 to Rescind Various Sections of the Health Code. A roll call to vote was taken:

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

Motion passed unanimously.

b. 2019-05 Amend Section 207.10 of the Canton City Health Code – Compensatory Time.

This motion was withdrawn from consideration.

c. 2019-07 Doing Business as Canton City Public Health.

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve Resolution 2019-07 Doing Business as Canton City Public Health. Motion passed unanimously.

d. 2019-08 Rescind Section 207.26 of the Canton City Health Code – Mandatory Retirement.

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve Resolution 2019-08 Rescinding Section 207.26 of the Canton City Health Code – Mandatory Retirement. Motion passed unanimously.

Approve Travel Authorization

a. Dawn Miller, THRIVE Project Manager, for Travel from 04/22/2019 to 04/27/2019, Communities Joined in Action 2019 National Conference in Seattle, WA at a Cost not to Exceed \$2,790.75 (Up to \$2,244.50 for Hotel, Air Fare and Registration - paid directly and up to \$546.25 - Reimbursement to Employee) THRIVE Fund – 2314.

b. Linda Morckel, APC Monitoring & Inspections Supervisor, for Travel from 04/14/2019 to 04/15/2019, LADCO Regional Air Quality Meeting in Rosemont, IL at a Cost not to Exceed \$661.00 (Up to \$480.00 for hotel and air fare – paid directly and up to \$181.00 – reimbursement to employee) APC Fund - 2331

c. Jaclyn Hupp, APC Monitoring & Inspections Technician, for Travel from 04/14/2019 to 04/15/2019, LADCO Regional Air Quality Meeting in Rosemont, IL at a cost not to exceed \$645.00 (Up to \$480.00 for hotel and air fare – paid directly and up to \$165.00 – reimbursement to employee) APC Fund - 2331

d. Jennifer Hayden, Breastfeeding Coordinator, for Travel from 03/15/2019 to 03/16/2019, OLCA's 27th Annual Breastfest Conference in Columbus, OH at a Cost not to Exceed \$483.83 (WIC Fund 2316)

Travel authorization items B and C were withdrawn from consideration.

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve travel authorization items A and D. Motion passed unanimously

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Acceptance of Division Reports

- a. Medical Director – Dr. Elias reported that he has seen a spike in the number flu cases. Dr. Lakritz reminded everyone that flu shots are still available.
- b. Nursing/WIC – Diane Thompson reported to the board that the updated Nursing Division report contains a new HIV testing category called “Discordant”. This category signifies that two rapid HIV tests were performed with differing results.
- c. Laboratory – Christina Henning reported to the board that some of the numbers on the Laboratory Division report are different due to a change in testing protocols.
- d. OPHI/Surveillance – Nothing additional to report.
- e. THRIVE – Dawn Miller reported to the board that the department recently submitted an opinion editorial to the Canton Repository and that this led to an interview with Kent State University. Ms. Lucas reminded everyone that when addressing infant mortality statistics that it is important to include the county-wide data.
- f. Environmental Health – Annmarie Butusov reported to the board that Kimberly Campbell applied for the recently listed Air Pollution Control position and was accepted. She will be moving from Environmental Health to Air Pollution Control.
- g. Air Pollution Control – Terri Dzienis reported to the board that the division is excited to be having Kimberly Campbell join them. She reported that the Air Pollution Control Division board report has an updated format and that the repairs at the Malone monitoring site have been completed.
- h. Vital Statistics – Robert Knight asked the board if they would like to see any additional information included on the Vital Statistics Division report. Dr. Lakritz asked that death reporting for those under three years old be reported in more detailed age groups.
- i. Fiscal Officer – Christi Allen reported to the board that there have been significant reporting requirement changes from the state. James Adams added that this is intended to more accurately calculate the costs of providing public health services.
- j. Health Commissioner – James Adams reported to the board that some upgrades and repairs to the building are underway. Painting, floor repairs and door replacements have been completed or are scheduled for completion soon.
- k. Accreditation – Robert Knight reported to the board that the PHAB site visit team has been selected and that they will begin reviewing our submitted documents soon. This will take about 12 weeks after the team starts their review.
- l. Quality Improvement – Terri Dzienis reported to the board that she has revised the Performance Management report by adding a trend column and some additional explanations.

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

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Other Business

Mr. Wyatt moved and Ms. Lucas seconded a motion to thank the health department for the work they do for the City of Canton. Motion passed unanimously.

Announcement of Next Meeting: Monday, March 25, 2019 at 12:00 PM

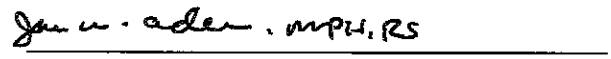
The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, March 25, 2019 at 12:00 PM.

Adjourn

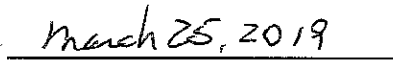
Mr. Wyatt moved and Dr. Lakritz seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:27 PM.



President of the Board of Health



Secretary to the Board of Health



Date of Approval