

BOARD OF HEALTH MEETING



Public Health
Prevent. Promote. Protect.

Canton City Health District

**Monday, February 27, 2017
@ 12:00pm**



Board of Health Meeting
Monday, February 27, 2017 @ 12:00pm – Board Room
Agenda

1. Call to Order and Roll Call
2. Approve January 23, 2017 Board of Health Meeting Minutes
3. Approve List of Bills \$185,505.08
4. Executive Session to Discuss the Compensation of a Public Employee and to Discuss Matters Required to be Kept Confidential
5. Approve Personnel:
 - a. Resignation of Jasmine Long, effective February 9, 2017
 - b. Family & Medical Leave Act/Medical Leave of Absence for Lashelle Clifford
 - c. Tuition Reimbursement for Colton Masters in the Amount of \$400.00, in accordance with Provision 207.13 of the Canton City Health Code
6. Approve Resolutions:
 - a. 2017-04 Authorization on Bloodborne Pathogen Reduction Program
 - b. 2017-05 Authorization to Submit Application for PHAB Accreditation
 - c. 2017-06 Approval of Health Department Core Competencies
7. Approve Recommendations of the Hearing Officer for February 27, 2017
8. Approve Grant Awarded by AIDS Healthcare Foundation to Reduce the Incidence of Communicable Disease by Intravenous Drug Users and to Improve Public Safety by Decreasing the Number of Improperly Discarded Syringes in the Amount of \$24,746.50.
9. Approve Agreement with Republic Steel for the Air Pollution Control Division to Provide Ambient Air Monitoring Services
10. Approve Draft Letter from Board of Health to Canton City Law Director
11. Discussion of a Proposal to Revise the Canton City Health Code to Include a Provision for Employees to Reimburse Training Costs if an Employee Voluntarily Terminates Their Employment Within Two Years After Probation
12. Approve Travel Authorization
 - a. Linda Morckel, APC Monitoring & Inspections Supervisors, for Travel from 3/21/17 to 3/23/17, Region 5 Air Monitoring QA Meeting in Chicago, Illinois at a Cost not to Exceed \$823.75 (2331)
 - b. Jennifer Hayden, WIC Breastfeeding Coordinator, for Travel from 3/17/17 to 3/18/17, OLCA 25th Annual Breastfest Conference in Columbus, Ohio at a Cost not to Exceed \$490.10 (2316)
13. Acceptance of Reports
 - a. Medical Director
 - b. Nursing/WIC
 - c. Laboratory
 - d. OPHI/Surveillance
 - e. Environmental Health
 - f. Air Pollution Control
 - g. Vital Statistics
 - h. Fiscal

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- i. Health Commissioner
- j. Accreditation Team
- k. Quality Improvement

14. Other Business

15. Next Meeting: Monday, March 13, 2017 at 12:00pm

16. Adjournment



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Canton City Health District

Board of Health Meeting

Monday, January 23, 2017 @ 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 the Canton City Health Department on Monday, January 23, 2017 at 12:08 PM with a quorum present.

Dr. Hickman, Dr. Fiorentino, Dr. Fiorentino and Mayor Bernabei were present. Mr. Wyatt arrived at 12:14 PM during executive session. Also present were James Adams, Dr. Elias, Christi Allen, and Robert Knight.

Approve December 19, 2016 Board of Health Meeting Minutes

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the December 19, 2016 Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$166,832.03

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the list of bills totaling \$166,832.03. Motion passed unanimously.

Executive Session to Discuss the Compensation of a Public Employee and Matters Required to be Kept Confidential by Law

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to enter executive session to discuss the compensation of a public employee and matters required to be kept confidential by law. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Lakritz – Yes

Dr. Fiorentino – Yes

Mr. Wyatt – Arrived after vote

Motion passed unanimously. The Board entered executive session at 12:10 PM. The Board returned from executive session at 12:41 PM.

Patient Write Off

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve a patient write off for MRD #33524 for \$105.00. Motion passed unanimously.

Approve Personnel

a. Probationary Period Ending for Ashley Archer, Effective January 27, 2017

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the completion of the 90-day probationary period for Ashley Archer, WIC Part-time Clinic Assistant (PT2) effective January 27, 20-17 with a half step increase of \$0.33 an hour with a new hourly rate of \$16.47. Motion passed unanimously.

b. Probationary Period Ending for Julie Edwards, Effective January 8, 2017

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve the completion of the 90-day probationary period for Julie Edwards, Public Health Clerk II (R2) retroactive to January 8, 2017 with a half step increase of \$648.00 with a new salary of \$32,124.00. Motion passed unanimously.

c. Family Medical Leave Act/Medical Leave of Absence for Julie Edwards

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve a medical leave of absence beginning January 17, 2017 up to April 11, 2017. Motion passed unanimously.

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d. Approve Laboratory Technician Full-Time Job Description

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve the Laboratory Technician Full-time job description. Motion passed unanimously.

e. Approve Laboratory Technician Part-Time Job Description

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve the Laboratory Technician Part-time job description. Motion passed unanimously.

f. Approve Public Hearing Date to Discuss Retirement and Re-Employment of Health Commissioner

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve a public hearing to discuss the retirement and re-employment of the Health Commissioner, Jim Adams, at a lower rate of pay, for March 13, 2017 during the regular Board of Health Meeting. Motion passed unanimously.

Approve Resolutions

2017-01: Authorizing Payment of Regular Expenses

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve resolution 2017-01 authorizing payment of regular expenses. Motion passed unanimously.

2017-02: Periodic Program-Related Travel Expenses

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve resolution 2017-02 authorizing periodic program-related travel expenses. Motion passed unanimously.

2017-03: Abatement of Public Nuisances

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve resolution 2017-03 authorizing abatement of public nuisances. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for January 23, 2017 Hearings

No hearings were held on January 23, 2017.

Approve 2016 Moral Obligations

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the following moral obligations from 2016. Motion passed unanimously.

- a. Mahoning County Health for 2016 additional grant money for \$875.00 (2318)
- b. Stark County Health for November/December Ebola expenses for \$2,879.75 (2328)
- c. Canton Repository for advertising for food service fee changes for \$107.80 (2351)
- d. Verizon Wireless for August and September iPad services for \$80.30 (2323)
- e. US Postal Service for August and September postage costs for \$33.64 (2323)
- f. Canton City Treasurer for August and September printing costs for \$49.92 (2323)

Approve 2017 Board of Health Meeting Dates

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve the dates for the 2017 Board of Health Meetings. Motion passed unanimously.

- a. January 23, 2017
- b. February 27, 2017
- c. March 13, 2017
- d. April 24, 2017
- e. May 22, 2017
- f. June 26, 2017
- g. July 24, 2017

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- h. August 28, 2017
- i. September 25, 2017
- j. October 23, 2017
- k. November 27, 2017
- l. December 18, 2017

Discussion of Revision of Department Mission, Vision and Values

Mr. Adams presented a draft of a revision of the department's Mission, Vision and Values. Dr. Hickman appreciated the addition of Equity to the Values statement. Dr. Lakritz would like to add Accessibility to Values. Mayor Bernabei suggested a revision of the Quality portion of the Values statement.

Approve the 2017 Stark-Tuscarawas-Wayne Joint Solid Waste Management District Health Department Grant for \$35,000.00 for the Period of January 1, 2017 through December 31, 2017

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve Stark-Tuscarawas-Wayne Joint Solid Waste Management Health Department Grant for \$35,000.00 for the period of January 1, 2017 to December 31, 2017. Motion passed unanimously.

Approve the 2017 Stark-Tuscarawas-Wayne Joint Solid Waste Management District Tire Drop-Off Cleanup/Host Community Grant \$625.00 a quarter (\$2,500.00) for the Period of January 1, 2017 through December 31, 2017

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the 2017 Stark-Tuscarawas-Wayne Solid Waste Management District Tire Drop-off Cleanup/Host Community for \$625.00 a quarter for the period of January 1, 2017 to December 31, 2017. Motion passed unanimously.

Approve Agreement with One Call Now for WIC Client Messaging Services at an Amount not to Exceed \$3,608.40 for the Period of February 1, 2017 through September 30, 2017

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve an agreement with One Call Now for WIC client messaging services for an amount not to exceed \$3,608.40 for the period of February 1, 2017 through September 30, 2017. Motion passed unanimously.

Approve Agreement with SCF Development, Ltd. For Lease of Office Space at 400 Market Ave N, 4th Floor, Canton, Ohio 44702 for the Period of February 1, 2017 through January 31, 2018 at an Amount not to Exceed \$25,560.00 annually

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve an agreement with SCF Development, Ltd. for the lease of office space at 400 Market Ave N, 4th Floor, Canton, Ohio 44702 for the period of February 1, 2017 through January 31, 2018 at an amount not to exceed \$25,560.00 annually.

Acceptance of Division Reports

- a. Medical Director – Dr. Elias reported that he is working to gain the credentials necessary to begin billing.
- b. Nursing/WIC – The division will be requesting approval of a resolution related to the needle exchange program at the next meeting
- c. Laboratory – Nothing additional to report.
- d. OPHI/Surveillance – Nothing additional to report.
- e. Environmental Health – The division has completed several undocumented clean-ups in addition to those that were billed.

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- f. Air Pollution Control – The division will have an agreement to perform lead monitoring services for Republic Steel ready for approval at the next meeting.
- g. Vital Statistics – The division won't have good reports until Ohio Department of Health starts providing data.
- h. Fiscal – Nothing additional to report.
- i. Health Commissioner – On February 9, 2017 there will be a meeting with Ohio Department of Health and the departments THRIVE partners.
- j. Accreditation Team – Document gathering has begun in preparation for application. Additionally, a resolution will be needed in March stating that the Board supports the department's accreditation efforts.
- k. Quality Improvement – The team hopes to have projects completed by the end of this year.

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

Other Business

Mr. Adams invited the Board to attend the upcoming Stark County Health Improvement Summit at Walsh University, Barrette Center on February 22, 2017 from 8:00 AM until 2:00 PM.

Dr. Lakritz is participating in the Walk with a Doc Program and invited everyone to join her on February 9, 2017 at 5:00 PM at the Eric Snow Family YMCA.

Announcement of Next Meeting: Monday, February 27, 2017 at 12:00 PM

The next regular scheduled meeting of the Board of Health of the Canton City Health District will be on Monday, February 27, 2017 at 12:00 PM.

Adjourn

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:20 PM.

President of the Board of Health

Secretary to the Board of Health

Date of Approval



Accounts Payable by G/L Distribution Report

G/L Date Range 01/19/17 - 02/28/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 1001 - General Operating											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
13363 - VERIZON WIRELESS	9779422951	Monthly hot spot fee - 1st Qtr 2017 (Jan-Mar)	Paid by Check # 615587		01/26/2017	02/09/2017	02/16/2017		02/16/2017	40.15	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>40.15</u>
Account 705.06 - Professional Services Other Professional Services											
34563 - RICHARD L DEAN	Indigent Crematio	Indigent Cremation for Ann Craig-Fulmer, DOD: 12/4/16	Edit		01/18/2017	01/25/2017	01/25/2017			495.00	
34563 - RICHARD L DEAN	Indig. Crematio	Indigent Cremation for Larry Lowry, DOD: 12/22/16	Edit		01/19/2017	01/25/2017	01/25/2017			495.00	
50919 - HERITAGE CREMATION SOCIETY	Indigent Cremati	Indigent Cremation for Jamin Lee DeWalt, DOD: 12/12/16	Edit		01/23/2017	01/25/2017	01/25/2017			495.00	
50276 - MARK VRABEL FUNERAL HOME	Indigent Crem.	Indigent Cremation: Janet Barker, DOD: 12/04/2016	Edit		01/18/2017	01/25/2017	01/25/2017			495.00	
34563 - RICHARD L DEAN	Indigent Cremat	Indigent Cremation for Thomas Hockley, DOD: 01/24/2017	Edit		01/29/2017	01/30/2017	01/30/2017			495.00	
50919 - HERITAGE CREMATION SOCIETY	K. Cunningham	Idigent cremation for Kathy L. Cunningham, DOD 12/31/2016	Edit		01/23/2017	01/30/2017	01/30/2017			495.00	
20114 - LEXISNEXIS	1701220517 (1)	1st Qtr 2017 Database Services	Edit		01/31/2017	02/21/2017	02/21/2017			134.50	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 7	<u>\$3,104.50</u>
Account 705.13 - Professional Services Building Maintenance											
27986 - R & G JANITORIAL, INC.	2833	Snow plowing on parking lot of 5th and Cherry, as needed in 2017	Edit		01/31/2017	02/21/2017	02/21/2017			220.00	
									Account 705.13 - Professional Services Building Maintenance Totals	Invoice Transactions 1	<u>\$220.00</u>
Account 705.14 - Professional Services Maintenance Contracts											
493 - COPECO INC	AR294600	Copier Maintenance on 5 copiers, 2017	Edit		02/06/2017	02/21/2017	02/21/2017			1,414.84	
27986 - R & G JANITORIAL, INC.	2831	Cleaning of CCHD offices, 1st Qtr 2017	Edit		01/31/2017	02/21/2017	02/21/2017			1,900.00	
									Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 2	<u>\$3,314.84</u>
Account 734.10 - Supplies Postage											
34429 - US POSTAL SERVICE	Dec16 VS Postage	Postage for Vital Statistics, as needed 2016	Paid by Check # 614907		01/18/2017	01/25/2017	* 02/07/2017		02/07/2017	230.99	



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G/L Date Range 01/19/17 - 02/28/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 1001 - General Operating											
Department 301001 - Health - Administration											
Account 734.10 - Supplies Postage											
34429 - US POSTAL SERVICE	Jan17 VS Postage	Postage for Admin/Vital Statistics, as needed in 2017	Paid by Check # 615689		02/08/2017	02/09/2017	02/17/2017		02/17/2017	236.70	
									Account 734.10 - Supplies Postage Totals	Invoice Transactions 2	<u>\$467.69</u>
Account 734.13 - Supplies Freight											
18580 - CANTON HOTEL & RESTAURANT SUPPLY	311905	Paper Towels and Toilet Paper Order	Edit		02/21/2017	02/21/2017	02/21/2017			2.00	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 1	<u>\$2.00</u>
Account 734.58 - Supplies Miscellaneous Supplies											
18580 - CANTON HOTEL & RESTAURANT SUPPLY	311905	Paper Towels and Toilet Paper Order	Edit		02/21/2017	02/21/2017	02/21/2017			914.59	
10292 - HOME DEPOT	Comm. Acct	6035 3225 0206 5299	Edit		02/13/2017	02/23/2017	* 02/23/2017			68.29	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 2	<u>\$982.88</u>
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements											
1364 - OHIO DIVISION OF REAL ESTATE	Jan17 Burial Per	Reimbursement to the state for Burial Permits for 2017	Paid by Check # 615228		02/03/2017	02/03/2017	02/13/2017		02/13/2017	400.00	
									Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals	Invoice Transactions 1	<u>\$400.00</u>
Account 747.43 - Refunds, Claims and Reimbursements Employee Cell Phone Reimbursemen											
3865 - MARK H. ADAMS	Cell Reimb	2016 cell phone reimbursement	Paid by Check # 614707		01/24/2017	01/24/2017	* 02/02/2017		02/02/2017	150.00	
42850 - AMANDA ARCHER	3rd/4th Cell Rei	2016 employee cell phone reimbursement	Paid by Check # 614588		01/24/2017	01/24/2017	* 01/31/2017		01/31/2017	210.00	
3869 - RICK MILLER	Cell Reimb 2016	2016 cell phone reimbursement	Paid by Check # 614621		01/24/2017	01/24/2017	* 01/31/2017		01/31/2017	225.00	
2527 - DIANE C. THOMPSON	4th Qtr Cell Rei	2016 employee cell phone reimbursement	Paid by Check # 614658		01/24/2017	01/24/2017	* 01/31/2017		01/31/2017	75.00	
7964 - KELLI TRENGER	4th Cell Reimb	2016 employee cell phone reimbursement	Paid by Check # 614663		01/24/2017	01/24/2017	* 01/31/2017		01/31/2017	75.00	
2888 - CHRISTINA R. HENNING	3rd/4th Cell Rei	2016 cell phone reimbursement	Paid by Check # 614611		01/25/2017	01/25/2017	* 01/31/2017		01/31/2017	150.00	
									Account 747.43 - Refunds, Claims and Reimbursements Employee Cell Phone Reimbursemen Totals	Invoice Transactions 6	<u>\$885.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 23	<u>\$9,417.06</u>
Department 303001 - Nurses											
Account 705.05 - Professional Services Computer Access Line Fees											
13363 - VERIZON WIRELESS	9779274639	Surface 3 service for 2017	Paid by Check # 614912		01/23/2017	02/01/2017	02/07/2017		02/07/2017	80.30	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>\$80.30</u>
Account 705.06 - Professional Services Other Professional Services											
51158 - JON ELIAS M D	Jan17 Invoice	1st Qtr 2017 Medical Director Services plus Travel Costs	Edit		02/03/2017	02/21/2017	02/21/2017			1,000.00	



Accounts Payable by G/L Distribution Report

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		Account 705.06 - Professional Services Other Professional Services				Totals		Invoice Transactions	1	\$1,000.00
Account 705.14 - Professional Services Maintenance Contracts										
39134 - RICOH USA INC	504686681	Maintenance on MCP3503 machine for 2017, Nursing	Paid by Check # 615726	02/01/2017	02/09/2017	02/22/2017		02/22/2017		117.32
		Account 705.14 - Professional Services Maintenance Contracts				Totals		Invoice Transactions	1	\$117.32
Account 772.20 - Travel Registration/Tuition										
51259 - THE OHIO STATE UNIVERSITY HEALTH SYSTEM	L9NGTK63FCF	Registration fee for 7th annual Advanced Praticce Conf	Edit	01/30/2017	01/30/2017	* 01/30/2017				125.00
		Account 772.20 - Travel Registration/Tuition				Totals		Invoice Transactions	1	\$125.00
Account 776.13 - Membership dues & Fees										
2527 - DIANE C. THOMPSON	License Reim.	Reimbursement for the Terminal's License Renewal	Paid by Check # 614759	01/26/2017	01/26/2017	02/02/2017		02/02/2017		150.00
		Account 776.13 - Membership dues & Fees				Totals		Invoice Transactions	1	\$150.00
Department 304001 - Lab		Department 303001 - Nurses				Totals		Invoice Transactions	5	\$1,472.62
Account 705.06 - Professional Services Other Professional Services										
23071 - ACCU MEDICAL WASTE SERVICE INC	163235	Infectious Waste Pick-Up and Disposal, as needed in 2017	Edit	01/24/2017	02/01/2017	02/01/2017				83.00
31944 - BEST WATER TREATMENT OF OHIO, INC	19678	DI Tank Exchange, monthly fee	Edit	01/28/2017	02/03/2017	02/03/2017				55.00
35693 - CANTON PATHOLOGY ASSOCIATES	Jan/Feb2017	Laboratory Director Services, 1st Qtr 2017	Paid by Check # 615611	02/03/2017	02/09/2017	02/17/2017		02/17/2017		2,000.00
34284 - REAM & HAAGER LABORATORY	429745, 429678,	430215	Edit	02/20/2017	02/23/2017	02/23/2017				94.00
		Account 705.06 - Professional Services Other Professional Services				Totals		Invoice Transactions	4	\$2,232.00
Account 734.13 - Supplies Freight										
50645 - HOLOGIC	35240708	Supplies for STI Testing, as needed in 2017	Edit	01/26/2017	02/01/2017	02/01/2017				6.57
892 - IDEXX LABORATORIES INC.	3011828206,	3012542200	Edit	01/26/2017	02/01/2017	02/01/2017				211.74
7835 - FISHER HEALTH CARE	9701079, 9309913	9658982, 9167694, 9566153	Edit	02/03/2017	02/03/2017	02/03/2017				161.69
		Account 734.13 - Supplies Freight				Totals		Invoice Transactions	3	\$380.00
Account 734.58 - Supplies Miscellaneous Supplies										
50645 - HOLOGIC	35240708	Supplies for STI Testing, as needed in 2017	Edit	01/26/2017	02/01/2017	02/01/2017				6,220.16
892 - IDEXX LABORATORIES INC.	3011828206,	3012542200	Edit	01/26/2017	02/01/2017	02/01/2017				6,698.59
7835 - FISHER HEALTH CARE	9701079, 9309913	9658982, 9167694, 9566153	Edit	02/03/2017	02/03/2017	02/03/2017				2,453.30



Accounts Payable by G/L Distribution Report

G/L Date Range 01/19/17 - 02/28/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 1001 - General Operating										
Department 304001 - Lab										
Account 734.58 - Supplies Miscellaneous Supplies										
1183 - MICROFLEX	IN1733355	Personal Protection Equipment (LAB), as needed in 2017	Edit		01/27/2017	02/03/2017	02/03/2017			234.80
							Account 734.58 - Supplies Miscellaneous Supplies Totals		Invoice Transactions 4	<u>\$15,606.85</u>
							Department 304001 - Lab Totals		Invoice Transactions 11	<u>\$18,218.85</u>
Department 307001 - Environmental Health Administration										
Account 776.13 - Membership dues & Fees Membership Dues and Fees										
35141 - PATRICIA J MCCONNELL	License Reimb	2017 Registered Sanitarian Licence Renewal	Paid by Check # 614618		01/24/2017	01/24/2017	01/31/2017		01/31/2017	90.00
3869 - RICK MILLER	License Reimb	2017 Registered Sanitarian Licence Renewal	Paid by Check # 614621		01/24/2017	01/24/2017	01/31/2017		01/31/2017	90.00
							Account 776.13 - Membership dues & Fees Membership Dues and Fees Totals		Invoice Transactions 2	<u>\$180.00</u>
							Department 307001 - Environmental Health Administration Totals		Invoice Transactions 2	<u>\$180.00</u>
							Fund 1001 - General Operating Totals		Invoice Transactions 41	<u>\$29,288.53</u>



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G/L Date Range 01/19/17 - 02/28/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2312 - V.D. - I03 Gonorhea (VD)											
Department 301001 - Health - Administration											
Account 705.06 - Professional Services Other Professional Services											
186 - AULTMAN HOSPITAL	099915682-9673N	Lab Fees for FTA Confirmatory Testing, FY17 STD Grant	Edit		01/31/2017	02/23/2017	02/23/2017			44.25	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$44.25</u>
Account 706.36 - Contract Service Health Contract Grant Expend											
1109 - MAHONING CO.HEALTH DEPT.	Jan17 STD Reimb	Contract service for DIS partner services	Edit		02/07/2017	02/21/2017	02/21/2017			772.99	
									Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions 1	<u>\$772.99</u>
Account 713.13 - Utilities Telephone											
13363 - VERIZON WIRELESS	9779263218	Cell phone service for DIS for 2017	Paid by Check # 614910		01/23/2017	02/01/2017	02/07/2017		02/07/2017	31.55	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$31.55</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 3	<u>\$848.79</u>
									Fund 2312 - V.D. - I03 Gonorhea (VD) Totals	Invoice Transactions 3	<u>\$848.79</u>



Accounts Payable by G/L Distribution Report

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2313 - Local Health Dept Prev Support											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
177 - AT&T	831-000-5475-326	Internet upgrade monthly charge	Paid by Check # 614713		01/05/2017	01/24/2017	02/02/2017		02/02/2017	268.41	
177 - AT&T	6651216301	Internet upgrade monthly charge	Edit		02/05/2017	02/21/2017	02/21/2017			276.00	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 2	<u>\$544.41</u>
Account 705.06 - Professional Services Other Professional Services											
50079 - INSYNC HEALTHCARE SOLUTIONS, LLC	929624	Electronic medical record system maintenance fees	Edit		02/01/2017	02/03/2017	02/03/2017			94.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$94.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 3	<u>\$638.41</u>
									Fund 2313 - Local Health Dept Prev Support Totals	Invoice Transactions 3	<u>\$638.41</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/19/17 - 02/28/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2314 - Family Health (476)											
Department 301001 - Health - Administration											
Account 705.06 - Professional Services Other Professional Services											
51329 - STARK CTY MENTAL HEALTH & ADDITION RECVY	THRIVE Reimb.	Admin of Technical Assistance for the Pathways HUB (THRIVE Fund)	Paid by Check # 615165		01/19/2017	01/30/2017	* 02/10/2017		02/10/2017	37,500.00	
50540 - CLEO LUCAS	Jan16 Reimb.	FY17 FIMR/OEI Admin. Assist. (CFHS)	Paid by Check # 615132		01/30/2017	02/01/2017	* 02/10/2017		02/10/2017	214.50	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 2	<u>\$37,714.50</u>
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
50407 - DAWN L. MILLER	Travel Reimb	Travel on 12/8/2016, Columbus (THRIVE)	Paid by Check # 614620		01/24/2017	01/24/2017	* 01/31/2017		01/31/2017	12.00	
									Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 1	<u>\$12.00</u>
Account 773.43 - Lease and Rental Payments Other Rentals											
6286 - STARK COMMUNITY FOUNDATION	Feb17 Rent	Lease office Space, 02/01/17 - 12/31/17 for THRIVE Offices	Edit		01/30/2017	02/23/2017	02/23/2017			4,260.00	
									Account 773.43 - Lease and Rental Payments Other Rentals Totals	Invoice Transactions 1	<u>\$4,260.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 4	<u>\$41,986.50</u>
									Fund 2314 - Family Health (476) Totals	Invoice Transactions 4	<u>\$41,986.50</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/19/17 - 02/28/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2316 - WIC Supplemental Health - FY 77											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
50073 - TIME WARNER CABLE	0102032743880	1001, Customer Code	Paid by Check		02/09/2017	02/15/2017	* 02/17/2017		02/17/2017	124.99	
	1-	9371	# 615707								
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>124.99</u>
Account 705.06 - Professional Services Other Professional Services											
51448 - ONE CALL NOW	INV5466172710	Unlimited Text	Edit		02/13/2017	02/21/2017	02/21/2017			3,608.40	
	0	Messaging Service for WIC, FY17									
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$3,608.40</u>
Account 705.14 - Professional Services Maintenance Contracts											
2137 - CITY TREASURER ONLY	FOR:DEPOSIT	E-mail Reimb	Office 365 E-mails fees for WIC Program, FY17	Edit	02/15/2017	02/23/2017	02/23/2017			147.00	
									Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 1	<u>\$147.00</u>
Account 706.36 - Contract Service Health Contract Grant Expend											
85 - ALLIANCE CITY HEALTH DEPT	Jan17 WIC Reimb	FY17 WIC Expenditure Reimbursement (10/1/16 - 9/30/17)	Paid by Check # 615754		02/07/2017	02/09/2017	* 02/22/2017		02/22/2017	5,747.34	
85 - ALLIANCE CITY HEALTH DEPT	Jan17 WIC Reim.	Alliance WIC program expenditure reimbursement for FY17	Paid by Check # 615754		02/07/2017	02/09/2017	02/22/2017		02/22/2017	4,775.11	
1121 - MASSILLON CITY HEALTH DEPT	Jan17 WIC Reimb	FY17 WIC Expenditure Reimbursement (10/1/16 - 9/30/17)	Paid by Check # 615786		02/06/2017	02/09/2017	* 02/22/2017		02/22/2017	4,143.30	
1121 - MASSILLON CITY HEALTH DEPT	Jan17 WIC Reim.	Massillon Health WIC program expenses for FY17	Paid by Check # 615786		02/06/2017	02/09/2017	02/22/2017		02/22/2017	5,644.09	
1800 - STARK COUNTY HEALTH DEPARTMENT	Jan17 WIC Reimb.	FY17 WIC Grant Reimbursement	Paid by Check # 615796		02/03/2017	02/09/2017	* 02/22/2017		02/22/2017	7,695.58	
1800 - STARK COUNTY HEALTH DEPARTMENT	Jan17 WIC Reim.	Stark County WIC program expenses for FY17	Paid by Check # 615796		02/03/2017	02/09/2017	02/22/2017		02/22/2017	24,141.89	
									Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions 6	<u>\$52,147.31</u>
Account 713.13 - Utilities Telephone											
13363 - VERIZON WIRELESS	9779240205	FY17 WIC Cell PHone for Peers	Paid by Check # 614913		01/23/2017	02/01/2017	* 02/07/2017		02/07/2017	122.28	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$122.28</u>
Account 734.10 - Supplies Postage											
34429 - US POSTAL SERVICE	Dec16 Postage	FY17 WIC Postage Costs	Paid by Check # 614907		01/18/2017	01/25/2017	* 02/07/2017		02/07/2017	92.58	
34429 - US POSTAL SERVICE	Jan17 WIC Postag	FY17 WIC Postage Costs	Paid by Check # 615689		02/08/2017	02/09/2017	* 02/17/2017		02/17/2017	92.26	
									Account 734.10 - Supplies Postage Totals	Invoice Transactions 2	<u>\$184.84</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/19/17 - 02/28/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2316 - WIC Supplemental Health - FY 77										
Department 301001 - Health - Administration										
Account 772.40 - Travel Meals, Lodging, Plane, etc.										
51477 - ASHLEY ARCHER		Mileage Reimb. Travel between clinic sites, FY17 WIC	Paid by Check # 615708		01/20/2017	02/09/2017	02/22/2017		02/22/2017	3.07
							Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals		Invoice Transactions 1	<u>\$3.07</u>
							Department 301001 - Health - Administration Totals		Invoice Transactions 13	<u>\$56,337.89</u>
							Fund 2316 - WIC Supplemental Health - FY 77 Totals		Invoice Transactions 13	<u>\$56,337.89</u>
Fund 2318 - Local Aids Prevention										
Department 301001 - Health - Administration										
Account 705.06 - Professional Services Other Professional Services										
1109 - MAHONING CO.HEALTH DEPT.	Dec16 HIV Reim	2016 Reimbursement for HIV Prevention Expenditures, FY16	Paid by Check # 615092		01/11/2017	01/25/2017	02/09/2017		02/09/2017	726.03
20114 - LEXISNEXIS	1701220517 (2)	FY17 Database Services	Edit		01/31/2017	02/21/2017	02/21/2017			134.50
							Account 705.06 - Professional Services Other Professional Services Totals		Invoice Transactions 2	<u>\$860.53</u>
Account 706.36 - Contract Service Health Contract Grant Expend										
1109 - MAHONING CO.HEALTH DEPT.	Dec16 HIV Reimb	2016 HIV Reimbursement	Paid by Check # 615092		01/11/2017	01/25/2017	* 02/09/2017		02/09/2017	6,511.67
38878 - NEW PHILADELPHIA CITY HEALTH DEPARTMENT	Dec16 HIV Reimb	2016 Reimbursement for HIV Prevention Expenditures	Paid by Check # 614891		12/31/2016	01/25/2017	* 02/07/2017		02/07/2017	1,754.30
1484 - PLANNED PARENTHOOD	Jan17 HIV Reimb.	2017 Reimbursement for HIV Prevention Expenditures	Paid by Check # 615725		02/02/2017	02/09/2017	02/22/2017		02/22/2017	1,671.07
85 - ALLIANCE CITY HEALTH DEPT	Jan17 HIV Reimb	2017 HIV Prevention Expenditures	Edit		02/04/2017	02/21/2017	02/21/2017			705.66
1109 - MAHONING CO.HEALTH DEPT.	Jan17 HIV Reimb	2017 Reimbursement for HIV Expenditures	Edit		02/07/2017	02/21/2017	02/21/2017			6,370.85
38878 - NEW PHILADELPHIA CITY HEALTH DEPARTMENT	Jan17 HIV Reimb	2017 Reimbursement for HIV Expenditures	Edit		01/31/2017	02/21/2017	02/21/2017			1,595.64
							Account 706.36 - Contract Service Health Contract Grant Expend Totals		Invoice Transactions 6	<u>\$18,609.19</u>
Account 772.60 - Travel Local Mtg/Display Accom/Supplies										
42561 - JEANNIES CATERING	Jan 18 & Feb 15	Meals for Regional Advisory Meetings FY17 HIV Grant	Edit		02/15/2017	02/21/2017	02/21/2017			497.19
							Account 772.60 - Travel Local Mtg/Display Accom/Supplies Totals		Invoice Transactions 1	<u>\$497.19</u>
							Department 301001 - Health - Administration Totals		Invoice Transactions 9	<u>\$19,966.91</u>
							Fund 2318 - Local Aids Prevention Totals		Invoice Transactions 9	<u>\$19,966.91</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2320 - Nursing Clinic Activity Fund										
Department 303002 - Travel Clinic										
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements										
50626 - AULTCARE	64184292-02,	64058803-02, 64058804-02, 64122232-02, 64122231-02	Paid by Check # 614589		01/17/2017	01/25/2017	* 01/31/2017		01/31/2017	66.58
50626 - AULTCARE	Insurance Reimb	Patient billing reimbursement for 2016	Paid by Check # 615761		02/09/2017	02/09/2017	* 02/22/2017		02/22/2017	188.16
51509 - RACHEL WALLACE	Reimbursement	Patient billing reimbursement for 2017	Edit		02/06/2017	02/23/2017	02/23/2017			20.00
							Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals		Invoice Transactions 3	<u>\$274.74</u>
							Department 303002 - Travel Clinic Totals		Invoice Transactions 3	<u>\$274.74</u>
Department 303003 - Immunization Clinic										
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements										
50626 - AULTCARE	64184292-02,	64058803-02, 64058804-02, 64122232-02, 64122231-02	Paid by Check # 614589		01/17/2017	01/25/2017	* 01/31/2017		01/31/2017	141.90
							Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals		Invoice Transactions 1	<u>\$141.90</u>
							Department 303003 - Immunization Clinic Totals		Invoice Transactions 1	<u>\$141.90</u>
							Fund 2320 - Nursing Clinic Activity Fund Totals		Invoice Transactions 4	<u>\$416.64</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2321 - Immunization Action Grant										
Department 301001 - Health - Administration										
Account 706.36 - Contract Service Health Contract Grant Expend										
1800 - STARK COUNTY HEALTH DEPARTMENT	Dec16 IAP Grant	FY16 IAP grant services (extended grant to 3/31/17)	Paid by Check # 615239		02/27/2017	02/03/2017	* 02/13/2017		02/13/2017	4,654.94
85 - ALLIANCE CITY HEALTH DEPT	Jan17 IAP Reimb	2nd Half 2016 IAP Grant	Edit		02/02/2017	02/21/2017	* 02/21/2017			1,343.87
							Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions	2	<u>\$5,998.81</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions	2	<u>\$5,998.81</u>
							Fund 2321 - Immunization Action Grant Totals	Invoice Transactions	2	<u>\$5,998.81</u>



Accounts Payable by G/L Distribution Report

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2322 - Dental Sealant 132T Grant											
Department 301001 - Health - Administration											
Account 705.06 - Professional Services Other Professional Services											
40279 - ALISON GIAMMARCO	Jan17 Reimb.	FY17 Dental Hygienist Services plus Mileage	Paid by Check # 615209		01/31/2017	02/03/2017	02/13/2017		02/13/2017	1,220.89	
38676 - ANNA MAYLE	Jan17 Dental Rei	FY17 Dental Hygienist Services plus Mileage	Paid by Check # 615220		02/02/2017	02/03/2017	02/13/2017		02/13/2017	1,015.61	
20238 - MEREDITH ROBESON, D.D.S	Jan17 Dental	FY2017 Dentist services	Edit		02/06/2017	02/21/2017	02/21/2017			200.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 3	<u>\$2,436.50</u>
Account 734.13 - Supplies Freight											
9242 - HENRY SCHEIN INC.	38105312	Dental supplies, as needed FY17	Edit		01/20/2017	02/01/2017	02/01/2017			10.23	
5752 - PLAK SMACKER	CD60155980	Dental supplies, as needed FY17	Edit		01/20/2017	02/01/2017	02/01/2017			7.99	
29972 - PULPDENT CORPORATION	2001877	Dental supplies, as needed in 2017	Edit		01/31/2017	02/23/2017	02/23/2017			8.06	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 3	<u>\$26.28</u>
Account 734.58 - Supplies Miscellaneous Supplies											
9242 - HENRY SCHEIN INC.	38105312	Dental supplies, as needed FY17	Edit		01/20/2017	02/01/2017	02/01/2017			333.60	
5752 - PLAK SMACKER	CD60155980	Dental supplies, as needed FY17	Edit		01/20/2017	02/01/2017	02/01/2017			1,417.01	
165 - ASEPTICO	605058	Miscellaneous dental equip supplies & equip repairs, as needed	Edit		02/10/2017	02/23/2017	02/23/2017			192.60	
29972 - PULPDENT CORPORATION	2001877	Dental supplies, as needed in 2017	Edit		01/31/2017	02/23/2017	02/23/2017			1,243.41	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 4	<u>\$3,186.62</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 10	<u>\$5,649.40</u>
									Fund 2322 - Dental Sealant 132T Grant Totals	Invoice Transactions 10	<u>\$5,649.40</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2323 - Personal Responsibility Ed Pr Fd											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
13363 - VERIZON WIRELESS	9779194714	iPad Services for PREP grant, FY17 (Deliverable 1)	Paid by Check # 614911		01/23/2017	02/01/2017	* 02/07/2017		02/07/2017	40.15	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>\$40.15</u>
Account 734.10 - Supplies Postage											
34429 - US POSTAL SERVICE	Dec16 PREP Posta	FY17 PREP Postage (Del. 1, 2, 3 & 4)	Paid by Check # 614870		01/18/2017	01/25/2017	* 02/06/2017		02/06/2017	6.80	
34429 - US POSTAL SERVICE	Jan17 PREP Posta	FY17 PREP Postage (Del. 1, 2, 3 & 4)	Open		02/08/2017	02/09/2017	* 02/09/2017			24.46	
34429 - US POSTAL SERVICE	Jan17PREP Postag	PREP Grant Postage FY17 (Delieverable 4)	Open		02/08/2017	02/09/2017	* 02/09/2017			20.10	
									Account 734.10 - Supplies Postage Totals	Invoice Transactions 3	<u>\$51.36</u>
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements											
18671 - CANTON CITY TREASURER	No16-Ja17 Print	FY17 PREP Printing/Copying (Del. 1, 2, 3, & 4)	Open		02/07/2017	02/09/2017	* 02/09/2017			29.89	
									Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals	Invoice Transactions 1	<u>\$29.89</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 5	<u>\$121.40</u>
									Fund 2323 - Personal Responsibility Ed Pr Fd Totals	Invoice Transactions 5	<u>\$121.40</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2327 - Lead Assessment Fund											
Department 301001 - Health - Administration											
Account 705.06 - Professional Services Other Professional Services											
50260 - ACCURATE ANALYTICAL TESTING	L99530, L99571,	L99634	Edit		02/03/2017	02/23/2017	02/23/2017			276.00	
								Account 705.06 - Professional Services Other Professional Services Totals		Invoice Transactions 1	<u>\$276.00</u>
								Department 301001 - Health - Administration Totals		Invoice Transactions 1	<u>\$276.00</u>
								Fund 2327 - Lead Assessment Fund Totals		Invoice Transactions 1	<u>\$276.00</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2328 - Public Health Infrastructure										
Department 301001 - Health - Administration										
Account 706.36 - Contract Service Health Contract Grant Expend										
1800 - STARK COUNTY HEALTH DEPARTMENT	Dec16 PHEP Reimb	FY17 PHEP Grant reimbursement	Paid by Check # 614899		01/13/2017	01/25/2017	* 02/07/2017		02/07/2017	9,432.48
1800 - STARK COUNTY HEALTH DEPARTMENT	Dec16 EBOLA Reim	EBOLA Grant, extended to June 30, 2017	Paid by Check # 614999		01/13/2017	01/30/2017	02/08/2017		02/08/2017	584.93
1800 - STARK COUNTY HEALTH DEPARTMENT	Jan17 PHEP (1)	FY17 PHEP Grant reimbursement	Edit		02/09/2017	02/21/2017	* 02/21/2017			6,674.40
1800 - STARK COUNTY HEALTH DEPARTMENT	Jan17 PHEP (2)	Fy17 PHEP Contract Expense Reimb.	Edit		02/09/2017	02/21/2017	02/21/2017			3,163.35
1800 - STARK COUNTY HEALTH DEPARTMENT	Jan17 EBOLA Grnt	EBOLA Grant, extended to June 30, 2017	Edit		02/09/2017	02/21/2017	02/21/2017			359.95
							Account 706.36 - Contract Service Health Contract Grant Expend Totals		Invoice Transactions 5	<u>\$20,215.11</u>
							Department 301001 - Health - Administration Totals		Invoice Transactions 5	<u>\$20,215.11</u>
							Fund 2328 - Public Health Infrastructure Totals		Invoice Transactions 5	<u>\$20,215.11</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2331 - Air Pollution (134)											
Department 301001 - Health - Administration											
Account 705.06 - Professional Services Other Professional Services											
43457 - ELECTRO-ANALYTICAL	0294735-IN,	0294902-IN	Edit		01/18/2017	01/30/2017	01/30/2017			112.50	
9239 - TREASURER OF HAMILTON COUNTY	4th Qtr16	Weighing and analysis of PM2.5 filers, 2016	Edit		01/10/2017	01/30/2017	* 01/30/2017			1,424.00	
37628 - PINE ENVIRONMENTAL	US1-170006049	Re-certification of Bios Defender, CO equipment calibration	Edit		01/25/2017	02/23/2017	* 02/23/2017			250.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 3	<u>\$1,786.50</u>
Account 705.11 - Professional Services EQ/Office Equipment Repair											
42568 - MESA LABS	INV-117580	Maintenance of PM2.5 equipment - 2017	Edit		02/13/2017	02/23/2017	02/23/2017			325.00	
									Account 705.11 - Professional Services EQ/Office Equipment Repair Totals	Invoice Transactions 1	<u>\$325.00</u>
Account 706.18 - Contract Service Car Wash											
1597 - RED CARPET CAR WASH	Jan16 Car Washes	Car washes as needed - 2017	Edit		01/31/2017	02/23/2017	02/23/2017			8.50	
									Account 706.18 - Contract Service Car Wash Totals	Invoice Transactions 1	<u>\$8.50</u>
Account 713.12 - Utilities Electric											
1366 - OHIO EDISON CO.	1-10033872497	2016 Electric service for APC monitoring site, Ohio Natl. Guard	Paid by Check		01/06/2017	01/24/2017	* 01/31/2017		01/31/2017	142.23	
1366 - OHIO EDISON CO.	11003387249-7	Electric Service for APC Monitoring Site, 2017	Edit		02/06/2017	02/21/2017	02/21/2017			93.91	
									Account 713.12 - Utilities Electric Totals	Invoice Transactions 2	<u>\$236.14</u>
Account 713.13 - Utilities Telephone											
13363 - VERIZON WIRELESS	9779275003	Cell PPhone Service for 3 Cell Phones and Cell Phones	Paid by Check		01/23/2017	02/09/2017	02/16/2017		02/16/2017	170.82	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$170.82</u>
Account 734.10 - Supplies Postage											
34429 - US POSTAL SERVICE	Dec16APC Postage	2016 Postage, as needed for APC	Paid by Check		01/18/2017	01/25/2017	* 02/06/2017		02/06/2017	74.74	
34429 - US POSTAL SERVICE	Jan17 APC Postag	Postage for 2017, as needed	Paid by Check		02/08/2017	02/09/2017	02/17/2017		02/17/2017	62.66	
									Account 734.10 - Supplies Postage Totals	Invoice Transactions 2	<u>\$137.40</u>
Account 734.13 - Supplies Freight											
42568 - MESA LABS	INV-117580	Maintenance of PM2.5 equipment - 2017	Edit		02/13/2017	02/23/2017	02/23/2017			30.00	
1989 - UPS	0000E11A07017,	0000E11A07037, 0000E11A07047, 0000E11A07067	Edit		02/11/2017	02/23/2017	02/23/2017			97.96	



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G/L Date Range 01/19/17 - 02/28/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2331 - Air Pollution (134)											
Department 301001 - Health - Administration											
Account 734.13 - Supplies Freight											
41996 - W. A. HAMMOND DRIERITE CO	195787	APC Laboratory Supplies (ozone monitoring)	Edit		02/15/2017	02/23/2017	02/23/2017			22.93	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 3	<u>\$150.89</u>
Account 734.58 - Supplies Miscellaneous Supplies											
21121 - GRAINGER	9343596574	Misc parts and supplies for 2017, as needed	Edit		01/27/2017	02/23/2017	02/23/2017			113.40	
41996 - W. A. HAMMOND DRIERITE CO	195787	APC Laboratory Supplies (ozone monitoring)	Edit		02/15/2017	02/23/2017	02/23/2017			414.00	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 2	<u>\$527.40</u>
Account 747.43 - Refunds, Claims and Reimbursements Employee Cell Phone Reimbursemen											
51235 - COURTNEY RUSNAK	2016 Cell Reimb	2016 Employee Cell phone, 1/2 Sep and Oct-Dec	Paid by Check # 614632		01/24/2017	01/24/2017	* 01/31/2017		01/31/2017	87.50	
39909 - LINDA MORCKEL	4th Qtr Cell Re	2016 Employee cell phone reimbursement	Paid by Check # 614623		01/25/2017	01/25/2017	* 01/31/2017		01/31/2017	75.00	
39425 - JACLYN M HUPP	4th Qtr16 Cell	2016 Employee cell phone reimbursement	Paid by Check # 614736		01/30/2017	01/30/2017	* 02/02/2017		02/02/2017	75.00	
									Account 747.43 - Refunds, Claims and Reimbursements Employee Cell Phone Reimbursemen Totals	Invoice Transactions 3	<u>\$237.50</u>
Account 772.20 - Travel Registration/Tuition											
11047 - TRAINING SERVICES INTERNATIONAL	20770	Asbestos Building Inspector/Manager Planner Refresher 1 Day	Edit		02/02/2017	02/23/2017	* 02/23/2017			189.00	
									Account 772.20 - Travel Registration/Tuition Totals	Invoice Transactions 1	<u>\$189.00</u>
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
42754 - DAVID HAMPTON	Travel Reimb.	Measurement Technology Workshop, 1/23/17-1/26/17, NC	Edit		02/23/2017	02/23/2017	02/23/2017			383.99	
									Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 1	<u>\$383.99</u>
Account 773.43 - Lease and Rental Payments Other Rentals											
50054 - AIRGAS USA LLC	9942204385	Gas cylinder rental for 2017	Edit		01/31/2017	02/23/2017	02/23/2017			51.75	
									Account 773.43 - Lease and Rental Payments Other Rentals Totals	Invoice Transactions 1	<u>\$51.75</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 21	<u>\$4,204.89</u>
									Fund 2331 - Air Pollution (134) Totals	Invoice Transactions 21	<u>\$4,204.89</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/19/17 - 02/28/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2351 - Food Service (055)											
Department 301001 - Health - Administration											
Account 705.40 - Professional Services Advertising											
1902 - THE REPOSITORY	91757	Publication of Legal Notice for Change of Food Service Fees	Edit		12/27/2016	01/30/2017	01/30/2017			107.80	
									Account 705.40 - Professional Services Advertising Totals	Invoice Transactions 1	<u>\$107.80</u>
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements											
1945 - TREASURER STATE OF OHIO	May16 Mobile Rei	Moblie Food Service Operaiont - May 2016	Edit		02/21/2017	02/21/2017	02/21/2017			56.00	
1945 - TREASURER STATE OF OHIO	Dec13 FSO Reimb	Food Service Operaion, Commercial Rick Level 1-4, Dec 2013 Reimb	Edit		02/21/2017	02/21/2017	02/21/2017			28.00	
1945 - TREASURER STATE OF OHIO	Jan17 FSO Reimb	Jan2017 Food Service Operation Reimbursement	Edit		02/21/2017	02/21/2017	02/21/2017			168.00	
1941 - TREASURER STATE OF OHIO	Jan17 Retail Rei	Jan2017 Retail Food Establishment Reimbursement	Edit		02/21/2017	02/21/2017	02/21/2017			196.00	
									Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals	Invoice Transactions 4	<u>\$448.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 5	<u>\$555.80</u>
									Fund 2351 - Food Service (055) Totals	Invoice Transactions 5	<u>\$555.80</u>
									Grand Totals	Invoice Transactions 126	<u>\$186,505.08</u>

* = Prior Fiscal Year Activity



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting
Monday, February 27 @ 12:00pm – Board Room
Resolutions for Approval

1. 2017-04 Authorization on Bloodborne Pathogen Reduction Program
2. 2017-05 Authorization to Submit Application for PHAB Accreditation
3. 2017-06 Approval of Health Department Core Competencies

Resolution 2017-04

*A resolution authorizing a bloodborne infections disease reduction program
(Project SWAP – Stark Wide Approach to Prevention)*

WHEREAS Hepatitis C and HIV are serious communicable diseases that can be transmitted through blood and body fluids, including the use of contaminated syringe needles. And,

WHEREAS syringe exchange/access programs (SEP/SAP) are an effective and evidence-based strategy to reduce the risk of contracting Hepatitis C, HIV and other bloodborne pathogens. And,

WHEREAS section 3707.57 of the Ohio Revised Code authorizes a local Board of Health to establish a bloodborne infectious disease program (SEP/SAP),

BE IT RESOLVED that the Canton City Health Department is hereby authorized to establish a comprehensive bloodborne infectious disease program, located at its offices at 420 Market Av., N, Canton, Ohio, for the community that includes syringe exchange, HIV and Hepatitis C testing and consulting, and access to behavioral health services known as Project SWAP.

BE IT FURTHER RESOLVED that the health department is authorized to seek broad funding support for Project SWAP in the form of grants and other community support.

BE IT RESOLVED that this resolution is necessary for the operation of the Canton City Health District and that it becomes effective immediately upon passage.

ADOPTED by the Board of Health of the Canton City Health District this **27th** day of **February, 2017**.

APPROVED

President, Canton City Board of Health

ATTEST

Secretary, Canton City Board of Health

3707.57 Bloodborne infectious disease prevention programs.

(A) As used in this section:

(1) "Bloodborne pathogens" means the human immunodeficiency virus (HIV), hepatitis B virus, and hepatitis C virus.

(2) "Board of health" means the board of health of a city or general health district or the authority having the duties of a board of health under section [3709.05](#) of the Revised Code.

(B) A board of health may establish a bloodborne infectious disease prevention program. The cost of the program is the responsibility of the board of health.

(C) A board of health that establishes a bloodborne infectious disease prevention program shall determine the manner in which the program is operated and the individuals who are eligible to participate. The program shall do all of the following:

(1) If resources are available, provide on-site screening for bloodborne pathogens;

(2) Provide education to each program participant regarding exposure to bloodborne pathogens;

(3) Identify health and supportive services providers and substance abuse treatment programs available in the area served by the prevention program and, as appropriate, develop and enter into referral agreements with the identified providers and programs;

(4) Encourage each program participant to seek appropriate medical care, mental health services, substance abuse treatment, or social services and, as appropriate, make referrals to health and supportive services providers and substance abuse treatment programs with which the prevention program has entered into referral agreements;

(5) Use a recordkeeping system that ensures that the identity of each program participant remains anonymous;

(6) Comply with applicable state and federal laws governing participant confidentiality;

(7) Provide each program participant with documentation identifying the individual as an active participant in the program.

(D) A bloodborne infectious disease prevention program may collect demographic information about each program participant, including the zip code applicable to the participant's address, and the participant's comorbidity diagnosis, if any. The program may report the information to the department of mental health and addiction services.

(E)

(1) Before establishing a bloodborne infectious disease prevention program, the board of health shall consult with all of the following:

(a) Interested parties from the health district represented by the board, including all of the following:

(i) Law enforcement representatives;

- (ii) Prosecutors, as defined in section [2935.01](#) of the Revised Code;
- (iii) Representatives of community addiction services providers certified under section [5119.36](#) of the Revised Code;
- (iv) Persons recovering from substance abuse;
- (v) Relevant private, nonprofit organizations, including hepatitis C and HIV advocacy organizations;
- (vi) Residents of the health district;
- (vii) The board of alcohol, drug addiction, and mental health services that serves the area in which the health district is located.

(b) Representatives selected by the governing authority of the city, village, or township in which the program is proposed to be established.

(2) If the board of health, after consulting with the interested parties and representatives listed in division (D)(1) of this section, decides to establish a bloodborne infectious disease prevention program, the board shall provide written notice of the proposed location to the governing authority of the city, village, or township in which the program is to be located. The governing authority retains all zoning rights.

(F)

(1) If carrying out a duty under a component of a bloodborne infectious disease prevention program would be considered a violation of any of the following, an employee or volunteer of the program, when carrying out the duty, is not subject to criminal prosecution for the violation:

(a) Section [2923.24](#) of the Revised Code;

(b) Section [2925.12](#) of the Revised Code;

(c) Division (C)(1) of section [2925.14](#) of the Revised Code regarding the prohibition against illegal possession of drug paraphernalia;

(d) Division (C) or (D) of section [3719.172](#) of the Revised Code regarding the prohibition against furnishing a hypodermic needle to another person.

(2) If participating in a component of a bloodborne infectious disease prevention program would be considered a violation of any of the following, a program participant who is within one thousand feet of a program facility and is in possession of documentation from the program identifying the individual as an active participant in the program is not subject to criminal prosecution for the violation:

(a) Section [2923.24](#) of the Revised Code;

(b) Section [2925.12](#) of the Revised Code;

(c) Division (C)(1) of section [2925.14](#) of the Revised Code regarding the prohibition against illegal possession of drug paraphernalia.

(G) A board of health that establishes a bloodborne infectious disease prevention program shall include details about the program in its annual report prepared under section [3707.47](#) of the Revised Code.

Resolution 2017-05

A resolution authorizing the submission of an application PHAB accreditation

WHEREAS the Public Health Accreditation Board (PHAB) has established national performance standards and measures for local health departments. And,

WHEREAS the Board of Health desires to assure the highest quality services are provided to the citizens of Canton. And,

WHEREAS the Director of the Ohio Department of Health as indicated his desire that all local health departments in Ohio should be accredited by PHAB pursuant to section 3701.13 of the Ohio Revised Code by 2020. And,

WHEREAS the staff of the health department has assessed its readiness for accreditation and is prepared to complete the required application and documentation.

BE IT RESOLVED that the Health Commissioner is hereby authorized to complete the application process for PHAB accreditation and that the department has the full faith and support of this Board in this process.

BE IT RESOLVED that this resolution is necessary for the operation of the Canton City Health District and that it becomes effective immediately upon passage.

ADOPTED by the Board of Health of the Canton City Health District this **27th** day of **February, 2017**.

APPROVED

President, Canton City Board of Health

ATTEST

Secretary, Canton City Board of Health

Resolution 2017-06

*A resolution approving Canton City Health Department Competencies
for Public Health Professionals*

WHEREAS the Board of Health desires to uphold the highest standards of work practice for its employees. And,

WHEREAS the adoption of clear descriptions of organizational, core, and professional competencies are needed to assure an adequately trained public health workforce. And,

WHEREAS adoption of these competencies will satisfy Public Health Accreditation Board standards and measures 8.2.2.1, 8.2.2.3, and 8.2.2.6.

BE IT RESOLVED that appendix 800-019-02-A Canton City Health Department Competencies for Public Health Professionals be adopted for use by the department.

BE IT RESOLVED that this resolution is necessary for the operation of the Canton City Health District and that it becomes effective immediately upon passage.

ADOPTED by the Board of Health of the Canton City Health District this **27thth** day of **February, 2017**.

APPROVED

President, Canton City Board of Health

ATTEST

Secretary, Canton City Board of Health

APPENDIX	
SUBJECT/TITLE:	Canton City Health Department Competencies for Public Health Professionals
REFERENCE NUMBER:	800-019-02-A
ASSOCIATED POLICY:	800-019-P Position Descriptions and Competencies
ORIGINAL DATE ADOPTED:	MM/DD/YYYY
LATEST EFFECTIVE DATE:	MM/DD/YYYY
REVIEW FREQUENCY:	5 years
BOARD APPROVAL DATE:	N/A

CANTON CITY HEALTH DISTRICT COMPETENCIES FOR PUBLIC HEALTH PROFESSIONALS

The Canton City Health District (CCHD) has adopted three different types of competencies that can be applied to each job position at the CCHD: Organizational, Core, and Professional. Below describes each of these types of competencies, their use and the specific competencies adopted.

ORGANIZATIONAL COMPETENCIES

- Organizational Competencies can also be referred to as agency or cross-cutting competencies.
- These competencies are expected for all CCHD employees from an organizational/tier level. These are cross-cutting competencies that transcend the boundaries of the specific disciplines within public health and help to unify the practice of public health.
- Organizational Competencies describes the collective demonstration of competency areas that are core or central to the CCHD mission.
- The CCHD adopted the Council of Linkages Core Competencies to be applied to specific disciplines (see section below). In addition to those, the CCHD selected the organizational competencies from several resources including the CCHD mission, vision and values and employee performance evaluation categories. In addition, CCHD selected other areas of importance to the organization including continuous quality improvement, emergency preparedness and occupational health and safety.
- When incorporating these competencies into the position description:
 - One of the three tiers shall be selected to define the type of position. Tier 1 is generally for front line/entry level employee, which would be the support or professional level of the CCHD organization. Tier 2 is generally for mid-level/supervisory employee, which would be the professional or management level of the CCHD organization. Tier 3 is generally for senior management leadership, which would be the management or health commissioner level of the CCHD organization.
 - The author of the job description will then select the appropriate competencies from the list of available choices in the guidance document. It is permissible to include competencies from more than one tier (for example a tier 2 competency in a front-line employee position description) if applicable to the position.
 - Note: If a Tier 2 or above competency is selected, then it is also necessary to list the applicable Tier 1 of the same competency. This is because it is understood to be able to achieve a Tier 2 level of the competency; the employee is required to also achieve the Tier 1 level.
 - Ideally, all of the competencies in the applicable tier will be selected from each domain. However, there may be some exceptions to this requirement for certain positions.

Canton City Health District Organizational Competencies

Competency Category	Tier 1	Tier 2 and Tier 3
<p>1. Customer Focus – Our many and diverse customers, both in the community and within the CCHD, will be treated with thoughtful listening and respect.</p>	<p>1A1. Treats customers/staff with thoughtful listening, respect and courtesy.</p> <p>1A2. Projects a positive image as a professional, competent person; wears proper identification while on duty.</p> <p>1A3. Willingly assists public/staff without "transferring" the problem to others.</p> <p>1A4. Uses appropriate verbal and non-verbal communication indicative of a pleasant place.</p> <p>1A5. Greets customers and listens carefully. Performs with accuracy and thoroughness to ensure customer satisfaction.</p>	<p>1B1. Serves as a role model for one-on-one customer service delivery.</p> <p>1B2. Anticipates broad customer needs based on day-to-day experiences.</p> <p>1B3. Recommends customer-focused processes or solutions to those needs with due consideration for resource constraints.</p> <p>1B4. Provides requested assistance and/or information in a prompt and courteous manner to satisfy the customer.</p>
<p>2. Accountability - Have an effective system to manage resources wisely, to analyze present and future needs, to sustain operations, and to demonstrate accountability. We understand that we are accountable for the health and safety of everyone in the community, and that as a publicly funded organization; we are all responsible for maintaining the public’s trust through credible information, quality programming and services, and fiscal integrity.</p>	<p>2A1. Follows directives and procedures.</p> <p>2A2. Strives to improve knowledge of unit operation.</p> <p>2A3. Accepts responsibility as required.</p> <p>2A4. Responsible and accountable for errors made; strives to perform with accuracy and thoroughness to minimize errors.</p> <p>2A5. Accepts constructive criticism.</p> <p>2A6. Maintains a level of attendance and punctuality necessary to meet the responsibilities for the job.</p> <p>2A7. Conserves CCHD resources through the proper utilization of staff, materials and equipment.</p>	<p>2B1. Consistently achieves high quality results within a minimal timeframe</p> <p>2B2. Effectively manages multiple competing priorities and demands</p> <p>2B3. Anticipates broad work flow needs and prepares for upcoming projects/events in advance, including potential problem resolution</p> <p>2B4. Assumes personal responsibility for own actions</p> <p>2B5. Performs job duties in a manner consistent with time and quality standards</p> <p>2B6. Identifies work flow obstacles to supervisor</p>

Canton City Health District Organizational Competencies

Competency Category	Tier 1	Tier 2 and Tier 3
	2A8. Protects the confidentiality of all clients that are served.	2B7. Finds productive activities to fill idle time
<p>3. Equity Ethics & Fairness - Responsive to the needs of the organization and community. Our clients, partners and coworkers know that we will interact with them with fairness and equity, and that we strive to deliver our programs and services and operate in a manner that is just and free from bias or prejudice.</p>	<p>3A1. Interact with clients, community partners and co-workers with fairness and equity.</p> <p>3A2. Adherence to Ethical conduct.</p> <p>3A3. Strive to deliver our programs and services and operate in a manner that is just and free from bias or prejudice.</p> <p>3A4. Treats clients, community partners, and co-workers with dignity, compassion and respect at all times.</p> <p>3A5. Considers and incorporates the culture specific needs of others in order to work with customers from a variety of racial, ethnic, multi-generational, and socioeconomic backgrounds.</p>	<p>3B1. Transparent and inclusive communication (community, staff, partners, etc.).</p> <p>3B2. Institutional commitment to address health inequities.</p> <p>3B3. Hiring to address health inequities.</p> <p>3B4. Structure that supports true community partnerships.</p> <p>3B5. Management support's staff to address health inequities.</p> <p>3B6. Supports community accessible data and planning [i.e. website, Facebook, etc]</p>
<p>4. Continuous Quality Improvement - Evaluate and improve CCHD processes, progress and interventions. Support a culture of continuous quality improvement of CCHD policies and procedures.</p>	<p>4A1. Makes extra efforts to improve performance work methods.</p> <p>4A2. Willingly accepts changes in workload, priorities, or procedures.</p> <p>4A3. Responds to instructions/directions from supervision in a constructive manner.</p> <p>4A4. Carries out changes in policies and procedures.</p> <p>4A5. Completes all required CCHD and job-specific education and training, including that related to continuous</p>	<p>4B1. Is a role model for continuous improvement of work processes.</p> <p>4B2. Anticipates how future changes in the work environment, such as those brought about by technology, will create opportunities for work process improvements.</p> <p>4B3. Works to increase awareness of such opportunities throughout the work group.</p> <p>4B4. May lead continuous improvement efforts for the group with respect to</p>

Canton City Health District Organizational Competencies

Competency Category	Tier 1	Tier 2 and Tier 3
	<p>4A6. quality improvement, and can describe how the information relates to specific job responsibilities. May participate in continuous improvement projects and/or committee.</p>	<p>the changes.</p> <p>4B5. Demonstrates willingness to do things differently within the context of continuous improvement.</p> <p>4B6. Actively participates in training and/or on-the-job opportunities to improve processes.</p> <p>4B7. Establish and maintain organizational capacity and resources to support continuous quality improvement.</p>
<p>5. Occupational Health and Safety – All employees will work together to assure a safe work environment for staff and the public.</p>	<p>5A1. Use of sound judgment in regard to safety throughout the work environment.</p> <p>5A2. Demonstrates work habits that contribute to a safe work environment.</p> <p>5A3. Attend and participate in applicable safety meetings and/or other safety-related activities.</p> <p>5A4. Follows all safety rules; proactively works to prevent accidents; complies with occupational safety practices (i.e. use of seat belts, driving the speed limit, proper use of personal protective equipment, use of infection control practices, etc.).</p> <p>5A5. Identifies opportunities to improve safety practices and suggests improvement ideas.</p> <p>5A6. Maintain situational awareness.</p>	<p>5B1. Anticipates how future changes in the work environment, such as those brought about by technology, will create needs for new or enhanced safety rules, practices, procedures, or standards.</p> <p>5B2. Encourages development or updating of safety rules, practices, procedures and/or standards.</p> <p>5B3. Advocates safety focus by identifying and following through on opportunities to implement, enhance or update safety rules, practices, procedures and/or standards.</p> <p>5B4. Ensures occupational safety matters are investigated and brought to resolution promptly.</p>
<p>6. Emergency Preparedness – Be trained and maintain an operational readiness to</p>	<p>6A1. Participate in and respond to public health emergencies and events, which</p>	<p>6B1. Manage information related to an emergency.</p>

Canton City Health District Organizational Competencies

Competency Category	Tier 1	Tier 2 and Tier 3
assist in a public health emergency.	<p>may involve working outside of day to day tasks.</p> <p>6A2. Maintain level of readiness (i.e. personal/family preparedness plans, etc.) to accommodate responding to emergencies in short notice if necessary.</p> <p>6A3. Understanding of your roles and responsibilities in the event of an emergency.</p>	<p>6B2. Contribute expertise to a community hazard vulnerability analysis.</p> <p>6B3. Contribute expertise to the development of emergency plans.</p> <p>6B4. Participate in improving the organization’s capacities (including, but not limited to programs, plans, policies, laws, and workforce training).</p> <p>6B5. Identify and coordinate response to public health threats and priorities</p>

CORE COMPETENCIES

- These competencies reflect the functional part of the employee’s job or the minimum level of expected practice. Core competencies are those that represent a set of skills, knowledge, and attitudes necessary for the broad practice of public health as they apply to front-line staff, senior-level staff, and supervisory and management staff”.
- CCHD has adopted to follow the Council on Linkages “*Core Competencies for Public Health Professionals, June 2014*” as the primary public health competencies for all employees, included as appendix 800-019-03-A of policy 800-019-P, and is also accessible at:
http://www.phf.org/resourcestools/Documents/Core_Competencies_for_Public_Health_Professionals_2014June.pdf.
- According to the PHF website listed above, “The Core Competencies for Public Health Professionals (Core Competencies) are a consensus set of skills for the broad practice of public health, as defined by the 10 Essential Public Health Services. Developed by the Council on Linkages Between Academia and Public Health Practice (Council on Linkages), the Core Competencies reflect foundational skills desirable for professionals engaging in the practice, education, and research of public health. These competencies are organized into eight domains, reflecting skill areas within public health, and three tiers, representing career stages for public health professionals.”
- When incorporating these competencies into the position description:
 - The 800-019-03-A reference includes 8 domains. Under each domain, there is a tier level associated.
 - One of the three tiers shall be selected to generally define the type of position (see 800-019-03-A for definitions). Tier 1 is generally for front line/entry level employee, which would be the support or professional level of the CCHD organization. Tier 2 is generally for mid-level/supervisory employee, which would be the professional or management level of the CCHD organization. Tier 3 is generally for senior management leadership, which would be the management or health commissioner level of the CCHD organization.
 - Each competency listed in a row, or number progress from lower (Tier 1) to higher (Tier 3) levels of skill complexity. Therefore, if the employee is required to meet a Tier 2 competency, they already achieved the Tier 1 level of that same competency.
 - Refer to 800-019-03-A_Core Competencies for Public Health Professionals for guidance and definitions of each domain group.
 - The author of the job description will then select the appropriate competencies from the list of available choices in the guidance document. It is permissible to include competencies from more than one tier (for example a tier 2 competency in a front-line employee position description) if applicable to the position.
 - Note: If a Tier 2 or above competency is selected, then it is not necessary to list the Tier 1 of the same competency. This is because it is understood to be able to achieve a Tier 2 level of the competency; the employee already achieved the Tier 1 level. For Example: If competency 1B2 applies, it is not necessary to list 1A2, but it is incorporated by referencing 1B2.
 - Ideally at least one competency will be selected from each domain. However, this is not a requirement for the position description. The competencies needed for the position will guide the selection of the individual competencies.

PROFESSIONAL COMPETENCIES

- Some professional organizations may have competency sets that are used to guide professionals, which is what the professional competency category is for.
- The professional competency category shall also be used for those employees who need to maintain a certificate or license that requires continuing education to do a critical requirement of their job. Examples include, but are not limited to, Nursing, Sanitarian, Social Worker, Counselor and Dietitian.
- Professional competencies may also include a set of competencies that have been established for a discipline, even if it doesn't require a certificate or license. Competencies from other disciplines can also be noted if the essential functions of the position include knowledge, skills and abilities not covered in the core competency.
- The CCHD has adopted the following other professional competencies. If other professional competencies are applicable to the position that are not included in the below list, they may be used and added as an amendment to this document during a future revision.
 - Epidemiologist Competencies
<http://www.cdc.gov/AppliedEpiCompetencies/>
 - Public Health Nursing Competencies
http://www.phf.org/resourcestools/Pages/Public_Health_Nursing_Competencies.aspx
 - Environmental Health Competencies
<http://www.cdc.gov/nceh/ehs/Corecomp/CoreCompetencies.htm>
 - Laboratory Competency (Competency Guidelines for Public Health Laboratory Professionals: CDC and the Association of Public Health Laboratories.
<http://www.cdc.gov/mmwr/preview/mmwrhtml/su6401a1.htm>
 - Air Pollution Control Competencies [MARAMA National Air Quality Training Project Professional Development Training Guide (March 2012)]
http://www.marama.org/publications_folder/curriculum/Final-PDTG-30mar12.pdf
 - Dietician Competency
- When incorporating these competencies into the position description:
 - You shall use a similar approach as the core competencies.
 - You shall list the applicable categories/domains of the competencies included in the professional competencies resource. These should be listed in a bulleted list format.
 - Next to each category/domain, you should include the identification number/code of the applicable competency/skill from that category/domain.



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting
Monday, February 27, 2017 @ 12:00pm – Board Room
Miscellaneous Items

1. Draft Letter from Board of Health to Canton City Law Director
2. Discussion Topic: Revision of the Canton City Health Code to Include a Provision to Reimburse Training Costs if an Employee Voluntarily Terminates Their Employment Within Two Years After Probation

DRAFT – 2/23/2017. With comments added from S. Hickman and Mayor.

Joe M.

Canton City Law Department

Dear Mr. Martuccio:

In January 2017, the Board of Health learned that the estate of a retired former employee had filed a lawsuit with the City of Canton in 2016 claiming that his illness and subsequent death was the result of his employment with the Canton City Health Department. We later learned that a settlement offer was made and accepted by the estate **without** consultation with the Health Commissioner or this Board and that settlement occurred before we were even informed of the existence of the lawsuit.

We have reviewed the medical report that was part of this claim. We found the report poorly written at best, and blatantly inaccurate and misleading at worst. Clearly the facts did not, and cannot, support the conclusion that his employment with us contributed to his death. It is our belief that this lawsuit should have been vigorously defended.

The Board appreciates the legal considerations that are given in any lawsuit. However, to offer a settlement without consultation with the Board is very concerning. We feel, as a party in this suit, that we should have been given the opportunity to offer our response. We would like to express our extreme disappointment in not being consulted in this matter prior to settlement. ~~We feel that this action is egregious enough to warrant administrative action.~~

In the future, please consult with the Board of Health, through the Health Commissioner, on any legal matter that involves the Board of Health or the Canton City Health Department.

Sincerely yours,

Board of Health Members Signatures

NOTE:

This is a draft letter as requested for your consideration. It was drafted by me and reviewed by Dr. Hickman and Mayor Bernabei. Please review and we will discuss at the meeting. Jim Adams

Discussion regarding proposed new employee training payback program

For Board of Health Meeting 2/27/2017

Background:

APC division has had frequent staff turnover. There have been some cases that the new employee worked less than 2 years after hire and after considerable investment in training had already occurred. It was proposed to implement a payback program so CCHD can recuperate their costs for training when new employees decide to leave employment prematurely. This is a common practice in private industry.

CCHD asked Legal to review this proposal, and they informed CCHD that this would be allowed and that the City of Canton already has a payback program they use for Police and Fire.

Proposal:

Below is a summary of the payback program proposal, based off the City of Canton payback program for Policy and Fire

- Agreement between CCHD and employee
- If employee voluntarily terminates their position within 2 years after probation, they will reimburse (i.e. payback) CCHD for total cost of training
 - Does not apply if CCHD terminates employee
- Training includes professional (online, offsite, etc) and on-the-job training
- Cost of training includes:
 - Tuition/registration cost
 - Any travel costs (i.e. meal, hotel, etc)
 - Portion of employee salary and benefits while attending training (that are above the federal minimum wage)
- Employee final paycheck will be used to reimburse CCHD. If not adequate to cover training cost, then employee shall supply payment for difference.

Additional conditions proposed by CCHD

- Include costs of license/registration paid by CCHD
- Set a minimum training cost amount for the agreement to apply. Propose \$300
- Can apply to any positions as CCHD, so will make the agreement more generic instead of position specific.

Specific Case Example:

APC Employee A worked for 7 months; 1038 Total work hours:

- Totals hours training = 248.5 = 24% of total time
- Training cost to CCHD = \$7,222.61
 - Tuition/Registration: \$195
 - Travel: \$1,085.61
 - Salary and Benefits during training (minus \$7.25/hr federal minimum wage):
Salary = \$3,508; Benefits = \$2,234; Total = \$5,742
 - License cost: \$200



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting
Monday, February 27, 2017 @ 12:00pm – Board Room
Division Reports

1. Medical Director – **No report**
2. Nursing/WIC
3. Laboratory
4. OPHI/Surveillance
5. Environmental Health – ~~No report~~
6. Air Pollution Control
7. Vital Statistics
8. Fiscal
9. Health Commissioner – **No report**
10. Accreditation Team
11. Quality Improvement Team – **No report**

Canton City Health Department

January 2017 Report (Meeting 2/27/17)

NURSING DIVISION

Jon Elias, M.D.
Medical Director

Diane Thompson, R.N., M.S.N., DON
Nursing Division

CLINIC SERVICES

	# of Clinics	# Attending	YTD
Immunization Clinic	5	30	30
Tuberculosis (TB) Mantoux	5	9	9
Travel	4	22	22
S.T.I.	9	107	107
C.T.S.	5	10	10
Field/Outreach Testing		0	0
Crew Testing	0	0	0

DENTAL SEALANT PROGRAM

	Students Screened	YTD Screened	Students Sealed	YTD Sealed
Dental Sealants	368	368	241	241

HIV TESTING

	Month	YTD	HIV+ Month	HIV+ YTD
Tests Performed	76	76	2	2
Results Given	76	76	2	2

HIV INFECTION

	Month	YTD	Total HIV Infected	Deaths for Month	Deaths for Year	Total Living with HIV Infection
Canton City	6	6	408	0	0	393
Stark County *	1	1	579	0	1	574

* excludes Canton City Residents

HIV Infection includes all persons infected with HIV and/or symptomatic of HIV related disease. AIDS reports include only those who meet the CDC AIDS definition.

SPECIAL PROGRAMS

	SESSIONS/VISITS/ CONTACTS		# ATTENDING	
	Month	YTD	Month	YTD
Nursing School Students/Physician Affiliations			7	7
STD/HIV Programs (Quest) – Goal 8 programs per year				
Communicable Disease Programs	0	0	0	0
Health Promotions / Fairs (Goodwill Parenting talks)	1	1	5	5
Immunization Action Plan – Assessment, Feedback, Incentives, and Exchange (AFIX) – Goal 7 per year	0	0		
Immunization Action Plan – Maximizing Office Based Immunization Programs (MOBI) – Goal 10 per year	0	0		
Immunization Action Plan – Teen Immunization Education Sessions (TIES) – Goal 5 per year	0	0		
DIS Interviews and/or Visits	6	6		
Bureau for Children with Medical Handicaps (BCMh) and PHN Consultative Service Home Visits/Contacts [Goal – 90% of caseload will be contacted annually July 1st-June 30th]	4	4		

**WIC Division
Monthly Caseload Report**

Assigned Caseload for Canton WIC FY16: 2, 740

Assigned Stark Project Caseload FY16: 6,852

WIC Fiscal Year 2016 <i>October 2015 – September 2016</i>		
	Canton City	Total for Stark Project
July 2016	2,378	6,306
August 2016	2,398	6,361
September 2016	2,400	6,344

Assigned Caseload for Canton WIC FY17: 2, 496

Assigned Stark Project Caseload FY16: 6,547

WIC Fiscal Year 2017 <i>October 2016 – September 2017</i>		
	Canton City	Total for Stark Project
October 2016	2,371	6,322
November 2016	2,362	6,286
December 2016	2,252	6,113
January 2017	2,246	6,085

Canton City Health Department

January 2017 (Meeting 2/27/2017)

LABORATORY

Program	MTD Samples Tested	MTD Samples Positive	Proficiency Testing	YTD Samples Tested	YTD Samples Positive	YTD Proficiency Testing
WATER:						
Private	84	24	0	84	24	0
Public	43	6	0	43	6	0
Commercial	0	0	0	0	0	0
Other	0	0	0	0	0	0
FOOD SERVICES:						
Frozen Desserts	48	3	0	48	3	0
Other Exams	0	0	0	0	0	0
CLINICAL:						
Gonorrhea-smear	23	2	0	23	2	0
N.G.U.	23	17	0	23	17	0
Gonorrhea-culture	69	3	0	69	3	0
Oxidase	63	5	0	63	5	0
Culture Gram Stain	5	5	0	5	5	0
Sugar Confirmation	5	3	0	5	3	0
Gonorrhea-Gene amp.	73	3	0	73	3	0
Chlamydia-Gene amp.	73	9	0	73	9	0
Syphilis Serology Qualitative	83	3	0	83	3	0
Syphilis Serology Quantitative	3	0	0	3	0	0
Candida	30	3	0	30	3	0
Gardnerella	30	15	0	30	15	0
Trichomonas	30	7	0	30	7	0
Pregnancy-urine	2	0	0	2	0	0
HIV screen	76	2	0	76	2	0
Lead	0	0	0	0	0	0
MISCELLANEOUS:						
Pollen counts	0	0	0	0	0	0
Other Exams	0	0	0	0	0	0
Misc. (insects, etc.)	0	0	0	0	0	0

EPI GRAM January, 2017

A Monthly Publication of the Stark Public Health Infrastructure Coalition

EPI Gram is a monthly publication of the Stark County Public Health Infrastructure Coalition. It contains a summary of provisional communicable disease reports and other key public health indicators, with summary tables for Stark County, Ohio. Some reportable conditions may be under investigation and, at any given time, data may fluctuate from month to month for a specific category. **If you have any questions please contact Julia Wagner at 330.493.9914 or Wagnerj@starkhealth.org, or Amanda Archer at 330.489.3327 or aarcher@cantonhealth.org.**



Public Health
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Recommended Immunization Schedules for Adults 2017

Every year, the Advisory Committee on Immunization Practices (ACIP) reviews and approves immunization schedules recommended for persons living in the United States. The adult immunization schedule provides a summary of ACIP recommendations on the use of licensed vaccines routinely recommended for adults aged 19 years or older. Changes for the 2017 schedule include new or revised recommendations for influenza, human papillomavirus, hepatitis B and meningococcal vaccines. Highlights of these changes are briefly outlined below: (For more info: <https://www.cdc.gov/mmwr/volumes/66/wr/mm6605e2.html>)

- **Influenza vaccination:** Changes are related to the low effectiveness of the live attenuated influenza vaccine (LAIV) (FluMist, MedImmune) against influenza A (H1N1)pdm09 in the United States during the 2013–2014 and 2015–2016 influenza seasons and revised recommendations for the use of influenza vaccine among patients with egg allergy.
- **Human papillomavirus vaccination:** Healthy adolescents who start their human papillomavirus (HPV) vaccination series before age 15 years are recommended to receive 2 doses of HPV vaccine. Adults and adolescents who did not start their HPV vaccination series before age 15 years should receive 3 doses of HPV vaccine. Changes in recommendations in the adult immunization schedule include updates regarding HPV vaccination for adults who did not complete the HPV vaccination series as adolescents.
- **Hepatitis B vaccination:** Chronic liver disease conditions for which a hepatitis B vaccine (HepB) series is recommended has been updated.
- **Meningococcal vaccination:** There are two changes in meningococcal vaccination recommendations for 2017. First, the ACIP recommends that adults with human immunodeficiency virus (HIV) infection receive a 2-dose primary series of serogroups A, C, W, and Y meningococcal conjugate vaccine (MenACWY). Second, the ACIP has provided updated dosing guidance for one of the serogroup B meningococcal vaccines (MenB) (MenB-FHbp [Trumenba, Pfizer]). Three doses of MenB-FHbp should be administered at 0, 1–2, and 6 months to adults who are at increased risk for meningococcal disease, and those who are vaccinated during serogroup B meningococcal disease outbreaks. When MenB-FHbp is given to healthy adolescents and young adults who are not at increased risk for meningococcal disease, 2 doses of MenB-FHbp should be administered at 0 and 6 months (MenB-FHbp was previously recommended as a 3-dose series at 0, 2, and 6 months, consistent with the original vaccine licensure for this population). The dosing frequency and interval for the other MenB, MenB-4C (Bexsero, GlaxoSmithKline), have not changed: MenB-4C remains a 2-dose series, with doses administered at least 1 month apart. Either MenB vaccine can be used when vaccination is indicated. The change in ACIP recommendations on the use of MenB-FHbp does not imply a preference for one MenB over the other.

Combined cases of meningococcal disease, influenza-associated hospitalizations and newly diagnosed cases of Hep B in Stark County make up almost 10% of the annual communicable disease caseload. With yearly updates and revisions to the vaccination schedule, public health can continue to provide quality recommendations to our residents to aid in the decrease in vaccine-preventable disease.

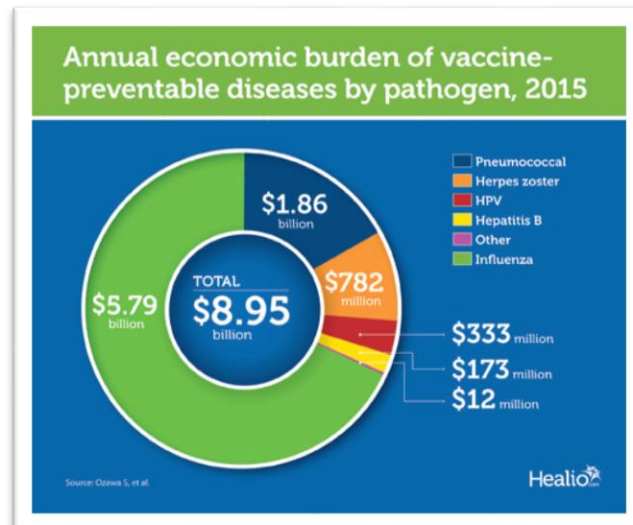


Table 1 Summary of Air Quality Index, Pollen, and Mold Counts for Stark County, Ohio, including historical data.

	January 2017				February 2016			
	Monthly High	Monthly Low	Monthly Median	Counts in highest reported health risk category	Monthly High	Monthly Low	Monthly Median	Counts in highest reported health risk category
Pollen Count	Data collected seasonally and currently not available				Data collected seasonally and currently not available			
Mold Count	Data collected seasonally and currently not available				Data collected seasonally and currently not available			
Air Quality Index	75	20	28	2 (Moderate)	30	3	16	Good

**See the following websites for updated Air Quality Index and mold index terminology and color coding: <http://www.airnow.gov/index.cfm?action=aqibasics.aqi> https://pollen.aaaai.org/nab/index.cfm?p=reading_charts. Data source for this table is the Air Quality Division of the Canton City Health Department.

Table 2 Select Vital Statistics for Stark County

	Jan 2017	YTD 2017	2016
Live Births	330	330	4187
Births to Teens	28	28	263
Deaths	415	415	4350

* Birth and death data may include non county residents.

Table 3 Stark County Crude Birth Rate and Death Rates

	2010	2011	2012	2013	2014
Birth	10.8	10.8	10.9	11.2	12.0
Death	10.9	11.3	11.4	11.3	11.4

*Source: Ohio Department of Health Data Warehouse. Rates are per 1,000 population.

Table 4: Jurisdictional Summary of Reportable Diseases in Stark County, OH (Provisional Data)

	Alliance City		Canton City		Massillon City		Stark County		All Departments	
	Jan	YTD	Jan	YTD	Jan	YTD	Jan	YTD	Jan	YTD
Amebiasis	0	0	0	0	1	1	0	0	1	1
Campylobacteriosis	0	0	4	4	0	0	3	3	7	7
Chlamydia infection	11	11	86	86	17	17	60	60	174	174
Giardiasis	0	0	0	0	1	1	1	1	2	2
Gonococcal infection	1	1	29	29	4	4	11	11	45	45
Haemophilus influenzae	0	0	0	0	0	0	2	2	2	2
Hepatitis A	0	0	0	0	1	1	1	1	2	2
Hepatitis B - Perinatal Infection	0	0	0	0	0	0	2	2	2	2
Hepatitis B - chronic	0	0	1	1	0	0	2	2	3	3
Hepatitis C - chronic	3	3	17	17	6	6	18	18	44	44
Influenza-associated hospitalization	4	4	21	21	5	5	53	53	83	83
Legionellosis	1	1	1	1	0	0	0	0	2	2
Lyme Disease	0	0	0	0	0	0	2	2	2	2
Meningitis - aseptic/viral	0	0	2	2	0	0	4	4	6	6
Pertussis	0	0	0	0	0	0	1	1	1	1
Salmonellosis	0	0	2	2	0	0	1	1	3	3
Shigellosis	0	0	1	1	0	0	0	0	1	1
Streptococcal - Group A -invasive	0	0	0	0	0	0	3	3	3	3
Streptococcus pneumoniae - invasive antibiotic resistance unknown or non-resistant	1	1	3	3	1	1	3	3	8	8
Streptococcus pneumoniae - invasive antibiotic resistant/ intermediate	1	1	1	1	1	1	0	0	3	3
Syphilis, Total	0	0	0	0	0	0	1	1	1	1
• Syphilis, Primary, Secondary and Early Latent	0	0	0	0	0	0	0	0	0	0
Varicella	0	0	1	1	0	0	0	0	1	1
Yersiniosis	0	0	1	1	0	0	3	3	4	4
Total	22	22	170	170	37	37	171	171	400	400

Source: Ohio Disease Reporting System, downloaded 02/13/2017.

Table 5 – Summary Table of Diseases Reported in the Previous 5 years within Stark County (Provisional Data)	Jan-17	Jan-16	YTD 2017	YTD 2016	All of 2016	5 Yr annual average	Rate
Amebiasis	1	0	1	0	0	0.2	0.053
Anaplasmosis	0	0	0	0	1	0.4	0.107
Babesiosis	0	0	0	0	0	0.2	0.053
Brucellosis	0	0	0	0	0	0.2	0.053
Campylobacteriosis	7	4	7	4	83	69.6	18.531
Chlamydia	174	165	174	165	1899	1626.0	432.923
Coccidioidomycosis	0	0	0	0	1	0.6	0.160
Creutzfeldt-Jakob Disease	0	0	0	0	2	0.6	0.160
Cryptosporidiosis	0	2	0	2	47	35.4	9.425
Cyclosporiasis	0	0	0	0	4	1.2	0.320
Dengue	0	0	0	0	0	0.2	0.053
Escherichia coli , STP, Not O157:H7	0	1	0	1	16	4.0	1.065
Escherichia coli O157:H7	0	0	0	0	0	1.8	0.479
Escherichia coli , STP, Unk Serotype	0	0	0	0	0	3.4	0.905
Giardiasis	2	1	2	1	25	28.8	7.668
Gonorrhea	45	50	45	50	679	599.6	159.644
Haemophilus influenzae , Invasive	2	1	2	1	5	6.8	1.811
Hemolytic Uremic Syndrome (HUS)	0	0	0	0	0	0.2	0.053
Hepatitis A	2	0	2	0	3	6.2	1.651
Hepatitis B, Perinatal	2	0	2	0	4	4.0	1.065
Hepatitis B, Acute	0	1	0	1	4	5.4	1.438
Hepatitis B, Chronic	3	6	3	6	55	40.0	10.650
Hepatitis C, Acute	0	1	0	1	9	8.4	2.237
Hepatitis C, Chronic	44	28	44	28	328	284.6	75.775
Hepatitis E	0	0	0	0	1	0.2	0.053
Influenza-associated hospitalization	83	4	83	4	196	274.2	73.006
Influenza-associated pediatric mortality	0	0	0	0	0	0.2	0.053
LaCrosse virus disease	0	0	0	0	1	0.4	0.107
Legionellosis	2	0	2	0	16	15.6	4.154
Listeriosis	0	0	0	0	1	1.2	0.320
Lyme Disease	2	1	2	1	27	16.6	4.420
Malaria	0	0	0	0	1	0.6	0.160
Measles (indigenous to Ohio)	0	1	0	1	1	2.0	0.532
Meningitis, Aseptic	6	3	6	3	30	28.6	7.615
Meningitis, Other Bacterial	0	0	0	0	5	3.8	1.012
Meningococcal Disease	0	0	0	0	0	1.0	0.266
Mumps	0	1	0	1	2	2.4	0.639
Pertussis	1	1	1	1	31	38.6	10.277
Q fever, acute	0	0	0	0	0	0.4	0.106
Q fever, chronic	0	0	0	0	0	0.0	0.000
Salmonellosis	3	6	3	6	51	45.4	12.088
Shigellosis	1	0	1	0	8	35.8	9.532
Spotted Fever Rickettsiosis	0	0	0	0	0	0.4	0.106
Staphylococcal aureus - intermediate resistance to vancomycin (VISA)	0	0	0	0	1	0.2	0.053
Streptococcal Dis, Group A, Invasive	3	0	3	0	10	12.8	3.408
Streptococcal Dis, Group B, in Newborn	0	0	0	0	4	1.8	0.479
Streptococcal Toxic Shock Syndrome	0	0	0	0	1	1.0	0.266
Streptococcus pneumo - inv antibiotic resistance unknown or non-resistant	8	8	8	8	37	36.8	9.798
Streptococcus pneumo - inv antibiotic resistant/intermediate	3	5	3	5	16	17.6	4.686
Syphilis, Total	1	1	1	1	21	12.0	3.195
> Syphilis, Primary, Secondary and Early Latent	0	1	0	1	15	7.6	2.024
Toxic Shock Syndrome (TSS)	0	0	0	0	0	0.8	0.213
Tuberculosis	0	0	0	0	2	1.2	0.320
Thyphoid Fever	0	0	0	0	0	0.4	0.107
Varicella	1	5	1	5	35	29.4	7.828
Vibriosis - other (not cholera)	0	0	0	0	4	1.8	0.479
Vibrio parahaemolyticus infection	0	0	0	0	0	0.2	0.053
West Nile Virus	0	0	0	0	0	0.6	0.160
Yersiniosis	4	1	4	1	9	4.6	1.225
Zika virus infection	0	0	0	0	5	5.0	1.331

Source: Ohio Disease Reporting System, downloaded 02/13/2017. Rates are per 100K population and based on 5 yr average incidence '12-'16.



Alliance City Health
Department
cityofalliance.com/health



Canton City Health
Department
cantonhealth.org



Massillon City Health
Department
massillonohio.com/health



Stark County Health
Department
starkhealth.org

Canton City Health Department

January Report (Meeting 2/27/2017)

ENVIRONMENTAL HEALTH

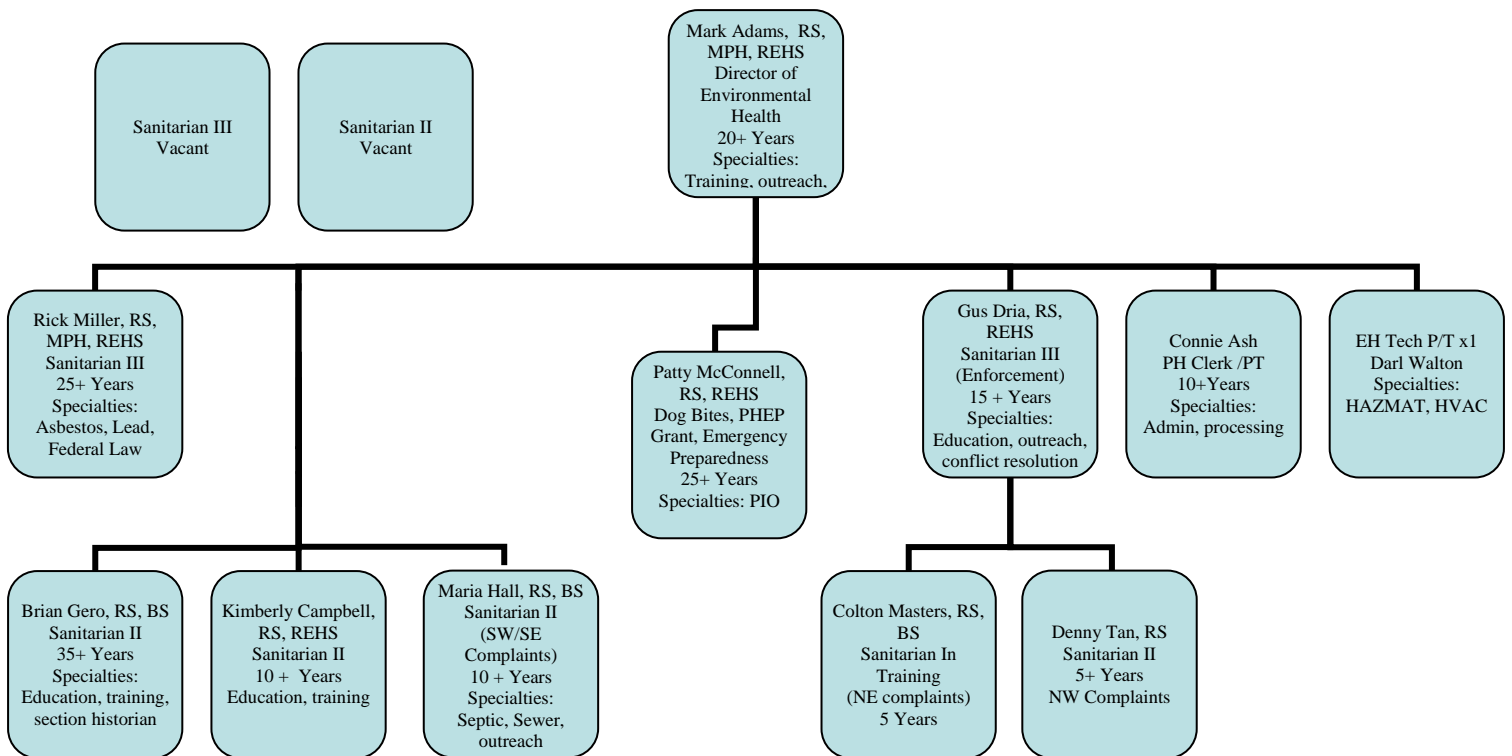
Environmental Summary Numbers (Activity Comparison)

Summary Statistics	2017	2016	2015	2014	2013
Nuisance Activities	357	464	466	229	426
Food Service Activities	186	77	174	95	193
Animal Bite Activities	56	43	54	96	63

Nuisance Section (Community Services) – As of January 28, 2017, the center no longer will accept CRT televisions. At first we thought this might reduce the amount of material coming in but there has only been an increase in business rather than a decrease. More and more people continue to recycle. Big NEWS....it cost the district 13,200 dollars in disposal costs for the materials we collected at the center in 6 months. This doubled would still be a far cry from the 2.1 million dollars that the district used to spend.

Food Protection (Consumer Services and Licensing Activities) – All food service inspections are caught up for the year. We've seen SIGNIFICANT increase in the number of plan reviews. The majority from the Hall of Fame village project.

Indoor Environmental Protection (Special Services) – Rick is back from leave and on the job.



Canton City Health Department

January 2017 Report (Meeting 02/27/17)

AIR POLLUTION CONTROL

AIR MONITORING:

Summary of Air Monitoring Network

MONITORING TYPE	ATTAINMENT STATUS	# OF REQUIRED MONITORS	# OF OPERATING MONITORS	MONITORING LOCATION
Ozone	Attainment	3	0*	Malone College; Brewster; Alliance
Carbon Monoxide	Attainment	1	1	Canton Health Department
PM2.5	1997/2006-Attainment 2012-Attainment	4	4	Canton Fire Station #8; Canton Health Department
PM2.5 Speciation	n/a	2	2	Canton Fire Station #8

- *Monitoring Network Details:*

- *The ozone season ended 10/31/2016 and will restart 03/01/2017. The monitoring staff has performed maintenance on the ozone equipment and moved the equipment to the sites. Please note this season start date is 1 month earlier than in previous years due to change in the regulations.
- To demonstrate Canton's compliance with the Ohio EPA Contract and federal regulation requirement of achieving 75% data capture rate, a table was added below to show the last 5 years of our rate, including the 2016 year.

Air Pollution Laboratory Report

*Suspended Particulates PM2.5- Comparison of Monthly Averages** (in micrograms per cubic meter of air)

Primary Standard Limits: Annual Arithmetic Mean = 12; Daily 24-hr Average = 35

*Note: Due to data availability averages are reported for previous month

Location	December 2012	December 2013	December 2014	December 2015	December 2016
#1 Health Department	13.0	11.1	10.9	9.8	8.9
#15 Fire Station #8	13.1	12.2	10.2	11.0	9.3

Air Quality Index (AQI) - Comparison of Monthly Data

AQI Value Ranges Per Category of Air Quality Conditions:

Good = 0-50; Moderate = 51-100; Unhealthy for Sensitive Groups = 101-150; Unhealthy = 151-200

Data Type	January 2013	January 2014	January 2015	January 2016	January 2017
# of AQI Reporting Days	22	21	21	18	20
Highest AQI Value	40	48	32	55	75
# of Days in Good Category	22	21	21	17	18
# of Days in Moderate Category	0	0	0	1	2
# of Days in Unhealthy For Sensitive Groups Category	0	0	0	0	0
# of Days in Unhealthy Category	0	0	0	0	0

Data Capture Rate Report

*Quality assured data is to be collected per the frequency indicated in the table no less than 75% of the time
Comparison of annual data capture rates*

**Note: Due to data availability, this is the expected data capture rate once December data is submitted.*

Pollutant	Sample Frequency	2012	2013	2014	2015	2016*
PM2.5 Intermittent (Fire Station #8)	1 every 3 days	95%	98%	98%	99%	98%
PM2.5 Intermittent (Health Dept.)	1 every 3 days	95%	97%	97%	98%	99%
PM2.5 Continuous	Continuous, hourly averages	99%	95%	98%	99%	86%*
PM2.5 Speciation	1 every 6 days	98%	97%	98%	99%	98%
Carbon Monoxide	Continuous, hourly averages	98%	96%	99%	98%	99%
Ozone (Alliance)	Continuous, hourly averages	98%	98%	99%	98%	98%
Ozone (Malone)	Continuous, hourly averages	99%	99%	99%	98%	99%
Ozone (Brewster)	Continuous, hourly averages	99%	99%	99%	98%	99%

*Includes both TEOM and new SHARP monitor – SHARP was out of service for much of Sept/Oct 2016.

SIGNIFICANT COMPLIANCE MONITORING DETAILS:

Please see the APC Compliance Monitoring Activities table on the next page for the quantities of conducted activities. Below are details of any compliance monitoring activities with significant importance or impact.

- 01/10/17: A significant non-compliance Notice of Violation (NOV) letter was sent to FEPTIO facility, Ohio Tar and Asphalt division of Central Allied, located at 2905 Columbus Rd NE, Canton, for failure to meet the particulate emission limitations in their permit for their asphalt batch plant equipment. This was discovered in the report of results from the stack testing that occurred on 11/16/16. This case is considered a significant violation and will be forwarded to OEPA Central Office for further enforcement action.
- 01/11/17: Ohio EPA DAPC Chief’s Warning letter was sent to Mr. Tom Wellman of Beaver Construction, for asbestos notification violations, discussed in the December 2016 Board Report. This resolves the case that was referred to Ohio EPA in December 2016.
- 01/27/17: Courtney Rusnak sent a significant non-compliance NOV letter to Kiko Meats located at 1548 Union Ave, Minerva, regarding open burning violations. This commercial business was burning plastic, paper products, and aluminum cans for waste disposal. A compliance plan was requested from Kiko Meats to be submitted by 02/24/17, regarding how open burning will be prevented and how Kiko Meats will comply with the Ohio EPA’s open burning laws in the future.
- 01/31/17: Ohio EPA DAPC Chief’s Warning Letter was sent to Angelo Roberto for open burning violations occurring at a residential property, 7433 Cindell St SE, East Canton, and a commercial property, 7465 Lincoln St E, East Canton. This resolves the case that was referred to Ohio EPA this month (January 2017).
- January: Due to the start of the new calendar year, changes were made to the format of the Compliance Monitoring Activities table above to a) remove the previous category of “subsequent asbestos-related inspections performed” since this is not a contract requirement for data tracking; and b) to separate the previous category of “Resolved without further action” into 2 separate categories so one is for General Non-compliance (GNC) resolved cases and one is for Significant Non-compliance (SNC) resolved cases.

APC Compliance Monitoring Activities

January 2017

Activity	Month Totals					Quarter Goal	Quarter Totals		CYTD Totals	
	Received	Investigated		Recd	Inv	Recd	Inv	Recd	Inv	
INSPECTIONS										
1. High Priority facilities inspected (FCE)	0					3	0		0	
2. High Priority facility Site Visits conducted	2						2		2	
3. Non-High Priority facilities inspected	0					0	0		0	
4. Non-High Priority facility Site Visits conducted	0						0		0	
5. Site Visits conducted at Non-Facilities	1						1		1	
6. Performance tests observed	0						0		0	
7. Opacity observations made	0						0		0	
8. Anti-tampering inspections	1					1	1		1	
COMPLAINTS										
	Received	Investigated					Recd	Inv	Recd	Inv
9. Complaints received & investigated (total of a-e)	11	11					11	11	11	11
a. Open burning	6	6					6	6	6	6
b. Related to a High Priority Facility	0	0					0	0	0	0
c. Related to a Non-High Priority Facility	0	0					0	0	0	0
d. Asbestos	2	2					2	2	2	2
e. Other	3	3					3	3	3	3
ASBESTOS										
10. Demo/Renovation notifications received	8						8		8	
11. Demo/Renovation inspections performed	1					15%	1		1	
12. Non-Notifier inspections performed	1						1		1	
13. Asbestos Landfill inspection performed	0					0	0		0	
OPEN BURNING ISSUANCE										
	Received	Issued					Recd	Issd	Recd	Issd
14. Open Burning Notifications	1	1					1	1	1	1
15. Open Burning Permissions	0	0					0	0	0	0
ENFORCEMENT										
	OB	Asb	Fac	Ot	Total					
16. Warning actions taken	1	1	0	0	2		2		2	
17. General NC enforcement actions taken	4	0	0	0	4		4		4	
18. Significant NC enforcement actions taken	1	0	1	0	2		2		2	
19. GNC Resolved without further action – Local	5	0	0	0	5		5		5	
20. SNC Resolved without further action – Local/OEPA	1	0	0	0	1		1		1	
21. Enforcement Action Referral to Ohio EPA	1	0	0	0	1		1		1	
22. Final Enforcement Action Issued by OEPA/AGO	1	1	0	0	2		2		2	

Abbreviations: OB = open burning; Asb = asbestos; Fac = facility; Ot = Other; NC = Non-compliance, S = Significant, G = General

PERMITTING:**Facility Universe in Stark County (APCD Jurisdiction)**

	December 2016 End Balance	Facilities shutdown in January 2017	New Facilities in January 2017	Facilities changed type in January 2017	January 2017 End Balance
# of Title V Facilities	20	0	0	0	20
# of FEPTIO Facilities	19	0	0	+1	20
# of NTV Facilities	181	0	0	-1	180
# of PBR Facilities	277	0	0	0	277

Summary of Permit Activity for January 2017

	Incoming	Outgoing	
	Applications Received	Draft Issued Permits	Final Issued* Permits
TVPTI-Initial Installation	2	0	0
TVPTI-Ch31 Modification	0	0	0
FEPTIO-Initial Installation	0	0	0
FEPTIO-Ch31 Modification	0	0	0
NTVPTIO-Initial Installation	0	0	0
NTVPTIO-Ch31 Modification	0	0	0
Total Installation Permits	2	0	0
TVPTO-renewal	1	0	0
FEPTIO-renewal	0	0	0
PTIO-renewal	1	0	1
Total-Renewals	2	0	1
TVPTI - Admin Modification	4	0	5
TVPTO-APA/MPM/SPM	0	0	0
TVPTO-Initial	0	0	0
FEPTIO-Admin Modification	0	0	0
NTVPTIO-Admin Modification	0	0	0
Total other permits	4	0	5
PBR-Initial Installation	0	n/a	0
PBR-Replace Renewal	0	n/a	0
Total PBRs	0	n/a	0
GRAND TOTAL	8	0	6

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

Summary of Permit Goals and Status for CYTD 2017

	CYTD Final Issued* Permits	DAPC Yearly Issuance Goals
FEPTIO-Renewal (backlogged)~	0	6
NTVPTIO-Renewal (backlogged)~	1	15

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

~Only includes Backlogged permits, which means older than 6 months for FEPTIO/NTVPTIO-Renewals

	Processing complete; waiting for CO to issue	CYTD TVPTO Issuance Details				DAPC Yearly Issuance Goal
		Draft	PPP	PP	Final*	
TVPTO-Renewal~	0	0	0	0	0	6

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

~Only includes Backlogged permits, which means older than 18 months for TVPTO-Renewals

	CYTD permits issued final*	CYTD permits issued on time	% of permits issued on time	Goal
% of Installation Permits issued final within 180 days	0	0	n/a	100%
% of Admin Mod Permits issued final within 180 days	4	4	100%	100%

*Value of both final issued permits and canceled permits (permits no longer needed) combined. This value does not include permits that were already older than 180 days as of 01/01/2016.

- *Permit Issuance Goals and Status:*

- Ohio EPA provided the following permit goals for 2017:

- Continue to issue final 100% of installation and admin mod permits within 180 days
- Issue all backlogged TVPTO Renewal permits except for 10% of the Title V facilities. Since Canton has 20 Title V facilities, that means all but 2 permits (continued from last year)
- Issue all backlogged FEPTIO & PTIO renewal permits (continued from last year)

- Using the goals Ohio EPA provided, Terri Dzienis compiled all the backlogged permit numbers to establish office specific goals, which are above. Goal progress will be measured by both final issued permits and any canceled permits (permits determined no longer needed). All goals are a lower number for 2017 as compared to 2016 due to the progress made during the previous years.

- The Ohio EPA provided goal on timeliness will continue to be tracked in the separate table above as was the case last year. Goal progress will be measured by both final issued permits and any canceled permits (permits determined no longer needed). Since this is a new year, Canton already has some late (older than 180 days) permits from last year that are carrying over into the new year. These late permits will not be included in the timeliness data so the goal above includes current year performance only.

PERMITTING – QUARTERLY AND YEARLY STATISTICS:

Summary of Final Issued Permits for 4th Quarter 2016 Compared to Benchmarks

	Final Issued Permits*		
	Canton	Benchmark-High: Toledo	Benchmark-Low: SWDO
TVPTI-Initial Installation	3	1	1
TVPTI-Ch31 Modification	2	0	0
FEPTIO-Initial Installation	0	0	0
FEPTIO-Ch31 Modification	1	0	0
NTVPTIO-Initial Installation	5	2	1
NTVPTIO-Ch31 Modification	1	1	0
Total Installation Permits	12	4	2
TVPTO-renewal	3	0	0
FEPTIO-renewal	2	0	0
NTVPTIO-renewal	2	1	0
Total Renewals	7	1	0
TVPTI - Admin Modification	3	0	0
TVPTO-APA/MPM/SPM	0	0	0
TVPTO-Initial	0	0	0
FEPTIO-Admin Modification	0	0	0
NTVPTIO-Admin Modification	1	8	0
Total Other Permits	4	8	0
Total PBRs	4	8	1
GRAND TOTAL	27	21	3

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

- Quarterly Benchmark Comparison:* We have two Benchmarks: Toledo, which is a slightly larger size jurisdiction with 1 more permit writing staff; and SWDO which is a slightly smaller jurisdiction with 1 less permit writing staff. Our goal is to achieve performance at the same level as our high benchmark, but to never fall below our low benchmark. This quarter we have maintained our high performance compared to the last quarter and maintained a position above our high benchmark, which is a great accomplishment! The last time we achieved this was last quarter (3rd 2016) and then 4th Quarter 2014. Our improved performance is primarily due to Terri's focus on getting backlogged permit reviews completed. There are still some permit reviews backlogged which will be a priority for the next quarter in order to maintain our performance levels (in between our low & high benchmarks).

Summary of Final Issued Permits for Calendar Year 2016 Compared to Benchmark

	Final Issued Permits*		
	Canton	Benchmark-High: Toledo	Benchmark-Low: SWDO
TVPTI-Initial Installation	5	3	2
TVPTI-Ch31 Modification	3	1	1
FEPTIO-Initial Installation	1	2	2
FEPTIO-Ch31 Modification	1	1	0
NTVPTIO-Initial Installation	23	13	6
NTVPTIO-Ch31 Modification	8	2	0
Total NSR Category Permits	41	22	11
TVPTO-renewal	5	3	1
FEPTIO-renewal	3	3	3
NTVPTIO-renewal	19	0	1
Total Renewals	27	6	5
TVPTI - Admin Modification	18	4	8
TVPTO-APA/MPM/SPM	0	5	2
TVPTO-Initial	0	0	0
FEPTIO-Admin Modification	0	2	2
NTVPTIO-Admin Modification	4	27	1
Total Other Permits	22	38	13
Total PBRs	22	20	10
GRAND TOTAL	112	86	39

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

- Yearly Benchmark Comparison:* As a yearly comparison to our two benchmark offices, we accomplished better (130%) performance as our high benchmark! This is the first time since we have been tracking our comparison starting in 2011, which is a great accomplishment! In comparison to last year 2015, Canton achieved 99% of what the high benchmark office achieved, which shows an improvement in performance. Additionally, Canton achieved 287% of what the low benchmark office achieved. In comparison to last year 2015, Canton achieved 210% of what the low benchmark office achieved, which also shows an improvement in performance. One reason we were able to performed better than our high benchmark and far surpass our low benchmark is because our both our benchmark's performance was maintained at the lower level first seen in 2015. See CY2015 versus CY2014 comparison for additional discussion on performance.

Summary of Final Issued Permits for CY2016 Compared to CY2015

	Final Issued Permits*		Comparison
	Canton CY2015	Canton CY2016	% difference from 2015-2016
TVPTI-Initial Installation	3	5	67%
TVPTI-Ch31 Modification	1	3	200%
FEPTIO-Initial Installation	1	1	0%
FEPTIO-Ch31 Modification	0	1	100%
NTVPTIO-Initial Installation	20	23	15%
NTVPTIO-Ch31 Modification	3	8	167%
Total NSR Category Permits	28	41	46%
TVPTO-renewal	1	5	400%
FEPTIO-renewal	3	3	0%
NTVPTIO-renewal	16	19	0%
Total Renewals	20	27	35%
TVPTI - Admin Modification	5	18	260%
TVPTO-APA/MPM/SPM	0	0	0%
TVPTO-Initial	0	0	0%
FEPTIO-Admin Modification	1	0	-100%
NTVPTIO-Admin Modification	2	4	100%
Total Other Permits	8	22	175%
Total PBRs	30	22	-27%
GRAND TOTAL	86	112	30%

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

- CY2016 versus CY2015 Comparison:* We have improved our performance by 30% and are above our 2015 level, which was previously the best performing year. This year is now the best performing year since 2010 when data started to be tracked! The improvement of performance is primarily due to consistent Permitting and Compliance (P&C) group staffing levels for 2016, which began in 2014. During 2016, we continued to have a total of 5 permit writing staff (Carl Safreed, Ron Jones, Ed Pabin, Marisa Toppi, and David Hampton). Greg Clark, APC Engineer, continues his work in the P&C group, but his primary focus remains on compliance tasks versus permitting tasks, which help alleviate the other P&C staff from having to spend time of those tasks. However, Greg will plan to help with some of permitting workload in 2017. During 2017, the goal is to complete all the backlog permits remaining, so future years are processing current day permits. We hope to maintain our performance at these new 2016 best performance levels.

Canton City Health Department

January 2017 Report (Meeting 02/27/2016)

VITAL STATISTICS

Certificates Issued	JAN 2017	2017 YTD
Death Certificates Issued	826	826
Birth Certificates Issued	921	921

*Births & Deaths - Total Residents & Nonresidents	JAN 2017	2017 YTD
Births	492	492
Unmarried Parent Births	252	252
Births to Mothers aged 15 - 17	13	13
Births to Mothers aged 18 - 19	32	32
Births to Mothers aged 20 - 24	118	118
Births to Mothers aged 25 - 29	177	177
Births to Mothers aged 30 - 34	96	96
Births to Mothers aged 35 - 39	45	45
Births to Mothers aged 40 - 44	11	11

*Leading Causes of Death in Canton City	JAN 2017	2017 YTD
Heart Disease	52	52
Cancer (All Types)	25	25
Flu/Pneumonia	50	50
Stroke	9	9
Acute/Chronic Kidney Failure	5	5
Chronic obstructive pulmonary disease (COPD)	8	8
Brain Disorder (metabolic)	-	-
Infant Mortality (under 1 year old)	-	-
All Other Causes	38	38

Fetal Deaths (Not included in total # of deaths above)	-	-
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* Based on the number of births and deaths registered in area hospitals for the month of

**These numbers do not reflect death certificates that were coroner's cases. We do not receive numbers for coroner's cases.

Canton City Health Department

Meeting 2/27/17

ACCREDITATION TEAM

Accreditation Meetings

Accreditation Team meetings are the third Thursday of the month at 2:30pm, Board members are invited to attend.

Accreditation

- 1) **Accreditation Readiness** – Three items must be completed before we submit our Statement of Intent to apply for accreditation. They are the Community Health Assessment (CHA), Community Health Improvement Plan (CHIP) and Department Strategic Plan. Of these;
 - a. The Community Health Assessment has been completed.
 - b. The Community Health Improvement Plan has been completed.
 - c. The Strategic Plan is underway and will be final soon.

Other items required to be completed or substantially underway are the department's Workforce Development Plan, Quality Improvement Plan, Emergency Operations Plan, Branding Strategy, Performance Management System and an Ethics Review. Each of these items are either completed or on schedule for completion prior to the department's application in September.

- 2) **Accreditation Teams** – Each of the department's twelve domain teams are responsible for delivering several documents that demonstrate compliance with a set of standards and measures in order to receive accreditation. These standards and measures reflect a department's ability to deliver core functions of public health and essential public health services. The teams have started to gather what they intend to be the final documents for submission. The accreditation coordinator is creating a method to track the documents gathered and those that are still unidentified. Additionally, he will be creating a policy for review and acceptance of these documents.
- 3) **Accreditation Timeline** – Our current timeline includes plans to submit our Statement of Intent to PHAB in March 2017 and to submit our Application no later than September 2017. After applying, the department will have 12 months to gather, review and then provide PHAB all the documents from the 12 domains.



Public Health
Prevent. Promote. Protect.

Canton City Health District

January 2017 Travel

Travel (NO expenses)

Name	Meeting description	Location	Date of meeting
Adams, Jim	RS Board Meeting and State Health Improvement Comm.	Columbus	1/25/2017
Gibbs, Pamela	Ohio Community Planning Group Meeting	Columbus	1/11/2017
Miller, Rick	Ohio Health Homes Network Meeting	Columbus	1/12/2017
Rusnak, Courtney	Pick up ozone standards from Akron	Akron	1/13/2017
Thompson, Diane	NE Region Section Mtg	Stow	1/30/2017

Travel (WITH expenses)

Name	Meeting description	Location	Date of meeting	Fund and account
Hampton, David	2017 Measurement Technology Workshop	Triangle Park,	01/23 - 01/26/2017	2331 301001 77240
Hupp, Jaclyn	2017 Measurement Technology Workshop	Triangle Park,	01/23 - 01/26/2017	2331 301001 77240
McConnell, Patty	Special Conference for Public Information	Columbus	1/20/2017	2328 301001 77220
Safreed, Carl	P & E Meetings (Bi-Monthly through Sept.)	Columbus	1/10/2017	2331 301001 77240