



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

Canton City Health District

## Board of Health Meeting

Monday, March 23, 2015 @ 12:00pm – 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, March 23, 2015 at 12:00pm with a quorum present.

Dr. Hickman, Ms. Snell and Dr. Lakritz were present. Dr. Fiorentino was absent. Also present was Jim Adams, Leigh Page and Christi Allen.

#### **Approve February 23, 2015 Board of Health Meeting Minutes**

Ms. Snell moved and Dr. Lakritz seconded a motion to approve the February 23, 2015 Board of Health meeting minutes. Motion passed unanimously.

#### **Approve List of Bills - \$119,113.13**

Dr. Lakritz moved and Ms. Snell seconded a motion to approve the list of bills totaling \$119,113.13. Motion passed unanimously.

#### **Personnel**

- a. **Retro-Active Approval to 2/13/15: For Personnel Management reasons, LaToya Dickens Shall Temporarily be Classified as the Medical Services Director, Pay Range 9, When She Fills in for Dr. Mader in the Clinic. Her Pay Rate During this Time will be \$35.45/hr. She Will be Required to Maintain Timesheets to Support her Hours Paid**

**This is a change from the prior approval which occurred on February 23, 2015.**

Ms. Snell moved and Dr. Lakritz seconded a motion to approve retroactively to February 13, 2015 the approval of LaToya Dickens to be temporarily classified as the Medical Services Director (PT pay range 9) when she fills in for Dr. Mader in the clinic with a rate of pay during this time as \$35.48 an hour. Motion passed unanimously. Ms. Dickens will be required to maintain timesheets to support her hours paid in the clinic.

***Note: On the March 23, 2015 Board of Health agenda, the pay range was listed as Pay Range 9 and the hourly rate was \$35.45. The Board approved the motion with the correct information of PT Pay Range 9 and the hourly rate of \$35.48.***

#### **Approve Resolutions**

- a. **2015-09: Eagle Consulting Partners Contract for HIPPA Policies and Procedures, Computer Security Risk Analysis and Meaningful Use Support at a Cost Not to Exceed \$6,000.00**

The Health Department would like Eagle Consulting Partners to analyze and revise the department's HIPPA policies and procedures, conduct a computer security risk audit and provide meaningful use support. Dr. Lakritz moved and Ms. Snell seconded a motion to approve resolution 2015-09 for Eagle Consulting Partners contract for HIPPA policies and procedures, computer security risk analysis and meaningful use support at a cost not to exceed \$6,000.00. Motion passed unanimously.

**Approve Abatement of Liens and Fines for 508 Schwalm Ave NE, Canton**

The fines for 508 Schwalm Avenue NE in Canton are just under \$1,000.00. The owner, William Brake, has 3 units at this location. Dr. Lakritz moved and Ms. Snell seconded a motion to abate the liens and fines for 508 Schwalm Avenue NE in Canton on the condition that the owner finishes the rehabilitation of the property. Motion passed unanimously.

**Approve Recommendations of the Hearing Officer for March 23, 2015 Hearings**

Ms. Snell moved and Dr. Lakritz seconded a motion to approve the hearings held on March 23, 2015. Motion passed unanimously.

**Acceptance of Division Reports**

- a. Medical Director – No written report. Nothing to report.
- b. Nursing/WIC – Diane Thompson reported that WIC will be changing their program on Wednesdays and that they will only be accepting walk-ins.
- c. Laboratory – Nothing else to report.
- d. OPHI/Surveillance – Nothing else to report.
- e. Environmental Health – Nothing else to report.
- f. Air Pollution Control – Nothing else to report.
- g. Vital Statistics – Leigh Page reported there has been a law change for Ohio with adoptions. If anyone comes into the office asking about the new open adoption policy, we will be directing them to the Ohio Department of Health.
- h. Fiscal – Nothing else to report.
- i. Health Commissioner – Jim Adams reported on the Governor's budget proposal for FY 2015-2016 that contain several important initiatives to support health families in Ohio.
- j. Accreditation Team – Jim Adams reported that the Health Department will be holding a half day training and accreditation kick off on Friday, April 17, 2015 at 12:00pm and that all Board members are invited to attend.

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

**Other Business**

No other business.

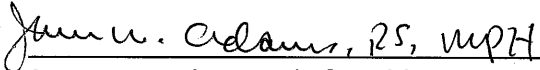
**Announcement of Next Meeting: Monday, April 27, 2015 at 12:00pm**

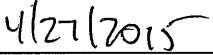
The next regular scheduled meeting of the Board of Health of the Canton City Health Department will be on Monday, April 27, 2015 at 12:00pm at the Canton City Health Department.

**Adjourn**

Dr. Lakritz moved and Ms. Snell seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 12:59pm.

  
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President of the Board of Health

  
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Secretary to the Board of Health

  
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Date of Approval

