

BOARD OF HEALTH MEETING



Public Health
Prevent. Promote. Protect.

Canton City Health District

**Monday, June 26, 2017
@ 12:00pm**



Board of Health Meeting
Monday, June 26, 2017 @ 12:00pm – Board Room

Agenda

Public Health
Prevent. Promote. Protect.

Canton City Health District

1. Call to Order and Roll Call
2. Approve May 22, 2017 Board of Health Meeting Minutes
3. Approve List of Bills: \$444,523.69
4. Executive Session to Discuss the Compensation of a Public Employee and Matters Required to Be Kept Confidential
5. Write Off of a Patient Balance (MRN33243) for \$110.00
6. Approve Personnel:
 - a. Resignation of LaToya Dickens, Project Coordinator (PT6), Effective June 16, 2017
 - b. Appointment of Environmental Health Technician (R3)
 - c. Appointment of Public Health Nurse III (R6)
 - d. Public Health Clerk I – Vital Statistics (R1) Job Description
 - e. Public Health Clerk II - Vital Statistics (R2) Job Description
7. Approve Resolutions:
 - a. 2017-11: Approval of Strategic Plan 2020
 - b. 2017-12: Amendment of Canton Health Code 207.21
8. Approve Recommendations of the Hearing Officer for June 26, 2017
9. Authorize a Contract with LexisNexis for Database and Search Services for \$269.00 a Month for a Period of July 1, 2017 through June 30, 2018
10. Approve FY2018 Women, Infants, and Children (WIC) Grant Application and Initial Budget in the Amount of \$1,398,997.00 (Grant period runs from 10/1/2017 to 09/30/2018) With the Following Sub-grantees for this Grant Cycle:
 - a. Alliance City Health Department Contract in the Amount of \$117,489.00
 - b. Massillon City Health Department Contract in the Amount of \$138,229.00
 - c. Stark County Health Department Contract in the Amount of \$386,891.00
11. Approve FY2018 Personal Responsibility Education Program (PREP) Grant Application and Initial Budget in the Amount of \$174,000.00 (Grant period runs from 8/1/2017 to 7/31/2018)
12. Authorize a Contract with the Stark County Health Department for the FY2018 Public Health Emergency Preparedness (PHEP) Grant in the Amount of \$96,915.00 (Grant period runs from 07/01/2017 to 06/30/2018)
13. Approve Agreement with Ohio Department of Health to Perform Tobacco Enforcement Smoke Free Investigations for a Fee not to Exceed \$125.00 per Completed Investigation from July 1, 2017 through June 30, 2019
14. Approve the Following THRIVE Faith-based and Grass Roots Organization Grantees:
 - a. New Baltimore Community Church – Abide Ministries in the Amount of \$9,140.00 for the Period of July 1, 2017 to June 30, 2018
 - b. Canton Calvary Mission in the Amount of \$24,652.00 for the Period of July 1, 2017 to June 30, 2019

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- c. Sherrick Road Church of God – Family Lift Center in the Amount of \$16,298.00 for the Period of July 1, 2017 to June 30, 2019
- d. Hannah’s House 119 in the Amount of \$11,407.00 for the Period of July 1, 2017 to June 30, 2019
- e. Mary Church Terrell Federated Club in the Amount of \$18,980.00 for the Period of July 1, 2017 to June 30, 2019

15. Approve Travel Authorization

- a. Janet Frank, WIC Dietitian, for Travel from 6/26/17 to 6/28/17, Breastfeeding Champion Training for Outpatient Breastfeeding Supporters in Columbus, OH at a Cost not to Exceed \$520.26 (2316)
- b. Dawn Miller, THRIVE Project Manager, for Travel from 6/27/17 to 6/30/17, Ohio Institute for Equity in Birth Outcomes in Columbus, OH at a Cost not to Exceed \$794.89 (2314)
- c. Sharon Foster, WIC Clinic Assistant, for Travel from 7/12/17 to 7/13/17, WIC Counseling Course in Columbus, OH at a Cost not to Exceed \$131.00 (2316)
- d. Ashley Archer, WIC Clinic Assistant, for Travel from 7/12/17 to 7/13/17, WIC Counseling Course in Columbus, OH at a Cost not to Exceed \$91.00 (2316)
- e. Ron Jones, APC Engineer, for Travel from 7/19/17 to 7/20/17, Environmental Permitting in Ohio in Columbus, OH at a Cost not to Exceed \$367.70 (2331)
- f. Carl Safreed, APC Engineer, for Travel from 7/19/17 to 7/20/17, Environmental Permitting in Ohio in Columbus, OH at a Cost not to Exceed \$172.70 (2331)
- g. Sam Norman, APC Engineer, for Travel from 7/19/17 to 7/20/17, Environmental Permitting in Ohio in Columbus, OH at a Cost not to Exceed \$395.00 (2331)
- h. Jennifer Hayden, WIC Breastfeeding Coordinator, for Travel from 8/30/17 to 8/31/17, 2017 Ohio WIC Breastfeeding Conference in Columbus, OH at a Cost not to Exceed \$91.00 (2316)
- i. Sarah Mann, WIC Peer Helper, for Travel from 8/30/17 to 8/31/17, 2017 Ohio WIC Breastfeeding Conference in Columbus, OH at a Cost not to Exceed \$91.00 (2316)
- j. Sarah Milini, WIC Peer Helper, for Travel from 8/30/17 to 8/31/17, 2017 Ohio WIC Breastfeeding Conference in Columbus, OH at a Cost not to Exceed \$91.00 (2316)
- k. Marquetta Smith, WIC Peer Helper, for Travel from 8/30/17 to 8/31/17, 2017 Ohio WIC Breastfeeding Conference in Columbus, OH at a Cost not to Exceed \$91.00 (2316)
- l. AziaRae Smothers, WIC Peer Helper, for Travel from 8/30/17 to 8/31/17, 2017 Ohio WIC Breastfeeding Conference in Columbus, OH at a Cost not to Exceed \$91.00 (2316)

16. 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
- i. Health Commissioner
- j. Accreditation Team
- k. Quality Improvement

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17. Other Business

18. Next Meeting: Monday, July 24, 2017 at 12:00pm

19. Adjournment



Public Health
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Canton City Health District

Board of Health Meeting
Monday, May 22, 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, May 22, 2017 at 12:13 PM with a quorum present.

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

Approve April 24, 2017 Board of Health Meeting Minutes

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the April 24, 2017 Board of Health meeting minutes. Motion passed unanimously.

Approve May 5, 2017 Special Board of Health Meeting Minutes

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the May 5, 2017 Special Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$97,514.34

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$97,514.34. Motion passed unanimously.

Executive Session to Discuss the Compensation of a Public Employee

No executive session was held.

Approve Personnel

a. Unpaid Personal Leave of Absence of 6 Days for Ashley Archer, WIC Clinic Assistant (R2) (05/12/17, 07/24/17 – 07/28/17)

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve unpaid leave of absence of six days for Ashley Archer, WIC Clinic Assistant (R2) for May 12, 2017 and July 24, 2017 through July 28, 2017. Motion passed unanimously.

b. Retirement of Debbie Mazzocca, Public Health Clerk II (R2) as of August 4, 2017

Mr. Wyatt moved and Dr. Lakritz seconded a motion to accept, with regret, the retirement of Debbie Mazzocca, Public Health Clerk II (R2) effective August 4, 2017. Motion passed unanimously.

c. Tuition Reimbursement for Colton Masters, Staff Sanitarian II (R5) for \$400.00 (In accordance with Provision 207.13 of the Canton City Health Code)

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve a tuition reimbursement for Colton Masters, Staff Sanitarian II, in the amount of \$400.00 in accordance with the Canton City Health Code 207.13. Motion passed unanimously.

d. Appointment of Two Part-Time APC Technicians (PT11)

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the appointment of Anthony Raymond as a part-time Air Pollution Control (APC) Technician (PT11) at \$9.52 an hour with no 90-day probationary period with a start date of May 23, 2017 and Alexander Nupp as a part-time Air Pollution Control (APC) Technician (PT11) at \$9.52 an hour with no 90-day probationary period with a start date of May 23, 2017 with Tristan Mullane as a back-up if one of them does not accept the position. Motion passed unanimously.

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e. Appointment of a Part-Time Public Health Technician (PT11)

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the appointment of Amanda Spencer as a part-time Public Health Technician (PT11) at \$9.52 an hour with no 90-day probationary period with a start date of May 23, 2017. Motion passed unanimously.

f. Part-Time Recycling Public Health Technician (PT11) Position Description

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the new position description of a part-time Recycling Public Health Technician (PT11). Motion passed unanimously.

g. Environmental Health Technician (R3) Position Description

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the new position description of Environmental Health Technician (R3). Motion passed unanimously.

h. Position Classification Schedule

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the amended Position Classification Schedule with the following changes to the Environmental Health section:

- a. Add Environmental Health Technician (R3),
- b. Add Recycling Public Health Technician (PT11),
- c. Change the allowed number of employees for Health Technicians from three to four.

Motion passed unanimously.

Approve 800-040-P EEO and Affirmative Action Policy

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve 800-040-P EEO and Affirmative Action Policy. Motion passed unanimously.

Approve Resolutions

a. 2017-10: Amendment of Canton Health Code 207.05

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve resolution 2017-10 amending section 207.05 of the health code. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for May 22, 2017

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the recommendations of the hearing officer for May 22, 2017. Motion passed unanimously.

Approve the Canton Medical Education Foundation Agreement for the Purpose of the Resident Office Rotation at a Rate of \$13.00 per Segment for a Full-Time Resident for the Time Period of July 1, 2017 through June 30, 2018

Dr. Lakritz moved and Mr. Wyatt seconded a motion to accept approve the Canton Medical Education Foundation Agreement for the purpose of the resident office rotation at a rate of \$13.00 per segment for a full-time resident for the period of July 1, 2017 through June 30, 2018. Motion passed unanimously.

Approve United Way of Greater Stark County for THRIVE Infant Mortality Funding Allocation in the Amount of \$55,405.00 for the Period of April 1, 2017 to March 31, 2018

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the United Way of Greater Stark County for THRIVE infant mortality funding allocation in the amount of \$55,405.00 for the period of April 1, 2017 to March 31, 2018. Motion passed unanimously.

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Approve Agreement with the Hospital Council of Northwest Ohio to support THRIVE implementing the Pathways Community HUB model and 14 User Licenses and Service Fees for the Care Coordination System at an Amount not to Exceed \$241,000.00 for a Period of 12 Months Following Approval by Both Parties

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve an agreement with the Hospital Council of Northwest Ohio to support THRIVE implementing the Pathways Community HUB model and 14 user licenses and service fees for the Care Coordination System at an amount not to exceed \$241,000.00 for a period of 12 months following approval by both parties. Motion passed unanimously.

Approve Contract Renewal and Amendment to the FFY 2016-2017 Ohio EPA Air Pollution Control Agreement to Extend the Existing Contract Term of 10/01/2015 to 06/30/2017 by 3 Months to End on 09/30/2017 and to Provide Additional Funding to Include a Total Funding Amount of \$1,673,157.00

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve a contract renewal and amendment to the FFY 2016-2017 Ohio EPA Air Pollution Control agreement to extend the existing contract term of 10/01/2015 to 06/30/17 by 3 months to end on 09/30/2017 and provide additional funding to include a total funding amount of \$1,673,157.00. Motion passed unanimously.

Approve Personal Responsibility Education Program Grant (PREP) Application Agreement in the Amount of \$174,000.00 per Year for the Grant Period of August 1, 2017 to July 31, 2019

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the Personal Responsibility Education Grant (PREP) application agreement in the amount of \$174,000.00 per year for the grant period of August 1, 2017 to July 31, 2019. Motion passed unanimously.

Approve Travel Authorization

- a. Annie Butusov, Epidemiologist I, for Travel from 6/4/17 to 6/6/17, FIMR Training and Orientation in Pickerington, OH at a Cost not to Exceed \$601.89 (2314)
- b. Ron Jones, APC Engineer, for Travel from 6/20/17 to 6/21/17, APTI 461 Intermediate Permitting in Columbus, OH at a Cost not to Exceed \$269.50 (2331)
- c. Sam Norman, APC Engineer, for Travel from 6/20/17 to 6/21/17, APTI 461 Intermediate Permitting in Columbus, OH at a Cost not to Exceed \$269.50 (2331)
- d. David Hampton, APC Engineer, for Travel from 6/20/17 to 6/21/17, APTI 461 Intermediate Permitting in Columbus, OH at a Cost not to Exceed \$254.63 (2331)
- e. Dawn Miller, THRIVE Project Manager, for Travel from 7/10/17 to 7/13/17, NAACHO Adaptive Leadership Seminar and Annual Conference in Pittsburgh, PA at a Cost not to Exceed \$855.93 (2314)
- f. James Adams, Health Commissioner, for Travel from 7/10/17 to 7/13/17, NACCHO Annual 2017 in Pittsburg, PA at a Cost not to Exceed \$1,339.75 (2314)

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the above out of district travel. Motion passed unanimously.

Acceptance of Division Reports

- a. Medical Director – Nothing additional to report.
- b. Nursing/WIC – The part-time nurse practitioner recently started her employment. The SWAP program start 6/23/17 and will be on Fridays from 2 to 4 PM.
- c. Laboratory – Nothing additional to report.
- d. OPHI/Surveillance – Nothing additional to report.
- e. Environmental Health – Department of Agriculture is performing rabies baiting in Stark County today. Also, the recent rabies clinic resulted in 241 vaccinations.

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- f. Air Pollution Control – The division is still receiving complaints regarding Republic Steel and is responding to perform investigations.
- g. Vital Statistics – Debbie Mazzocca has submitted her resignation for retirement, effective August 4, 2017.
- h. Fiscal – Nothing additional to report.
- i. Health Commissioner – The recent cancer cluster assessment has been completed with no unusual findings. Amanda Archer recently received the Young Public Health Professional Award from the Ohio Public Health Association.
- j. Accreditation Team – Rob Knight recently attended accreditation readiness training and will be attending a second training soon. Several staff will be going to performance management systems training in the next few months. The Strategic Plan should be ready for approval next month.
- k. Quality Improvement – Nothing additional to report.

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

Other Business

There was no other business.

Announcement of Next Meeting: Monday, June 26, 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, June 26, 2017 at 12:00 PM.

Adjourn

Dr. Lakritz moved and Mr. Wyatt seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:06 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 05/18/17 - 06/21/17

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	9786538912	Monthly Hot Spot Fee (Apr-Dec)	Paid by Check # 620615		05/26/2017	06/08/2017	06/19/2017		06/19/2017	40.17	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>40.17</u>
Account 705.06 - Professional Services Other Professional Services											
34563 - RICHARD L DEAN	G. Peters Indig	Indigent Cremation, Gerald Peters: DOD 05/18/2017	Edit		05/30/2017	06/01/2017	06/01/2017			495.00	
20114 - LEXISNEXIS	1705219436 (1)	Monthly Database Service Charge (Apr-Dec)	Edit		05/31/2017	06/14/2017	06/14/2017			134.50	
34563 - RICHARD L DEAN	R.Archibald	Indigent Cremation: Ricky Archibald, DOD: 05/31/2017	Edit		06/14/2017	06/21/2017	06/21/2017			495.00	
40242 - U-SHREDD-IT	15664	Shredding of CCHD documents, as needed in 2017	Edit		06/21/2017	06/21/2017	06/21/2017			50.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 4	<u>\$1,174.50</u>
Account 705.14 - Professional Services Maintenance Contracts											
27986 - R & G JANITORIAL, INC.	2864	Cleaning of CCHD Offices, 2nd - 4th Quarter (Apr-Dec17)	Paid by Check # 620526		05/31/2017	06/08/2017	06/15/2017		06/15/2017	1,900.00	
493 - COPECO INC	AR304950	Copier maintenance for 5 copiers	Edit		05/24/2017	06/13/2017	06/13/2017			80.33	
									Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 2	<u>\$1,980.33</u>
Account 706.18 - Contract Service Car Wash											
1597 - RED CARPET CAR WASH	May17 Car Wash	Cleaning of CCHD Vehicles, as needed in 2017	Edit		05/31/2017	06/14/2017	06/14/2017			4.25	
									Account 706.18 - Contract Service Car Wash Totals	Invoice Transactions 1	<u>\$4.25</u>
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements											
1364 - OHIO DIVISION OF REAL ESTATE	May17 Burial Per	Reimbursement to the state for Burial Permits for 2017	Paid by Check # 620521		06/08/2017	06/08/2017	06/15/2017		06/15/2017	287.50	
									Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals	Invoice Transactions 1	<u>\$287.50</u>
Account 772.20 - Travel Registration/Tuition											
2884 - JAMES M. ADAMS	Travel Reimburse	Ohio Public Health Conf, 5/15/17 - 5/17/17, Worthington	Paid by Check # 619797		05/25/2017	05/25/2017	06/02/2017		06/02/2017	195.00	
									Account 772.20 - Travel Registration/Tuition Totals	Invoice Transactions 1	<u>\$195.00</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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 772.40 - Travel Meals, Lodging, Plane, etc.										
2884 - JAMES M. ADAMS	Travel Reimburse	Ohio Public Health Conf, 5/15/17 - 5/17/17, Worthington	Paid by Check # 619797		05/25/2017	05/25/2017	06/02/2017		06/02/2017	323.69
								Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 1	<u>323.69</u>
Account 776.13 - Membership dues & Fees Membership Dues and Fees										
42453 - JESSICA BOLEY	Lic. Reimb.	Professional Dietetic Licensure Fee Reimb.	Paid by Check # 620123		06/01/2017	06/01/2017	06/08/2017		06/08/2017	95.00
40506 - KIMBERLY KOONS	License Reimb.	Professional Dietetic Licensure Fee Reimb.	Paid by Check # 620148		06/01/2017	06/01/2017	06/08/2017		06/08/2017	95.00
								Account 776.13 - Membership dues & Fees Membership Dues and Fees Totals	Invoice Transactions 2	<u>190.00</u>
								Department 301001 - Health - Administration Totals	Invoice Transactions 13	<u>\$4,195.44</u>
Department 303001 - Nurses										
Account 705.05 - Professional Services Computer Access Line Fees										
177 - AT&T	330454766405	Service for 2nd fax line in Nursing, 2017	Paid by Check # 620119		05/16/2017	06/01/2017	06/08/2017		06/08/2017	40.02
13363 - VERIZON WIRELESS	9786384348	Surface 3 service for 2017	Paid by Check # 620567		05/23/2017	06/08/2017	06/16/2017		06/16/2017	80.34
								Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 2	<u>120.36</u>
Account 705.06 - Professional Services Other Professional Services										
51158 - JON ELIAS M D	May/Travel Reimb	1st Qtr 2017 Medical Director Services plus Travel Costs	Paid by Check # 620140		06/01/2017	06/01/2017	06/08/2017		06/08/2017	500.00
51158 - JON ELIAS M D	May/Trav Reimb.	2nd - 4th quarter Medical Director Services (Apr-Dec)	Paid by Check # 620140		06/01/2017	06/01/2017	06/08/2017		06/08/2017	1,160.75
186 - AULTMAN HOSPITAL	0 99915682-9673	Clinic Services, Conformation FTA as needed	Edit		05/31/2017	06/13/2017	06/13/2017			14.75
								Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 3	<u>1,675.50</u>
Account 705.11 - Professional Services EQ/Office Equipment Repair										
39134 - RICOH USA INC	1069884500	Maintenance on Ricoh Fax Machine in Nursing	Paid by Check # 620042		05/09/2017	05/24/2017	06/06/2017		06/06/2017	254.80
								Account 705.11 - Professional Services EQ/Office Equipment Repair Totals	Invoice Transactions 1	<u>254.80</u>
Account 705.14 - Professional Services Maintenance Contracts										
39134 - RICOH USA INC	5048729092	Maintenance on MCP3503 machine for 2017, Nursing	Paid by Check # 620606		06/01/2017	06/08/2017	06/19/2017		06/19/2017	197.08
								Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 1	<u>197.08</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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 303001 - Nurses											
Account 734.13 - Supplies Freight											
43051 - SYNCB/AMAZON	044031272619	LiCB 14500 Battery 2 pack, monitoring alarms	Edit		06/10/2017	06/21/2017	06/21/2017			6.02	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 1	<u>\$6.02</u>
Account 734.58 - Supplies Miscellaneous Supplies											
43051 - SYNCB/AMAZON	044031272619	LiCB 14500 Battery 2 pack, monitoring alarms	Edit		06/10/2017	06/21/2017	06/21/2017			10.90	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$10.90</u>
									Department 303001 - Nurses Totals	Invoice Transactions 9	<u>\$2,264.66</u>
Department 304001 - Lab											
Account 705.06 - Professional Services Other Professional Services											
51563 - STERICYCLE	1007534587	Infectious Waste Disposal	Edit		05/31/2017	06/12/2017	06/12/2017			83.00	
28398 - ALLOWAY	470419	Lab Water Systems QA	Edit		05/31/2017	06/13/2017	06/13/2017			70.00	
51652 - WESTERN RESERVE WATER SYSTEMS INC	130859	DI Water System, Laboratory	Edit		06/01/2017	06/13/2017	06/13/2017			780.00	
34284 - REAM & HAAGER LABORATORY	432015, 432324	Laboratory Testing Services for Water Samples, as needed in 2017	Edit		05/25/2017	06/20/2017	06/20/2017			322.00	
34284 - REAM & HAAGER LABORATORY	432377, 432755	Water Testing Services (Apr-Dec)	Edit		06/14/2017	06/20/2017	06/20/2017			96.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 5	<u>\$1,351.00</u>
Account 734.13 - Supplies Freight											
7835 - FISHER HEALTH CARE	1857156, 2004772	Laboratory Supplies, as needed in 2017	Edit		05/15/2017	06/21/2017	06/21/2017			41.45	
7835 - FISHER HEALTH CARE	2519249	Laboratory supplies, for clinics	Edit		05/17/2017	06/21/2017	06/21/2017			75.79	
892 - IDEXX LABORATORIES INC.	3017470128	Water Testing Supplies	Edit		06/13/2017	06/21/2017	06/21/2017			118.44	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 3	<u>\$235.68</u>
Account 734.58 - Supplies Miscellaneous Supplies											
7835 - FISHER HEALTH CARE	1857156, 2004772	Laboratory Supplies, as needed in 2017	Edit		05/15/2017	06/21/2017	06/21/2017			585.07	
7835 - FISHER HEALTH CARE	2519249	Laboratory supplies, for clinics	Edit		05/17/2017	06/21/2017	06/21/2017			186.32	
892 - IDEXX LABORATORIES INC.	3017470128	Water Testing Supplies	Edit		06/13/2017	06/21/2017	06/21/2017			6,399.91	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 3	<u>\$7,171.30</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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 776.13 - Membership dues & Fees Membership Dues and Fees										
1941 - TREASURER STATE OF OHIO	REV ID:1152918	Applicaition ID: 4762, OEPA Tax: EI#316402047	Paid by Check # 620054		05/10/2017	05/24/2017	06/06/2017		06/06/2017	2,000.00
							Account 776.13 - Membership dues & Fees Membership Dues and Fees Totals		Invoice Transactions 1	<u>\$2,000.00</u>
							Department 304001 - Lab Totals		Invoice Transactions 12	<u>\$10,757.98</u>
Department 307001 - Environmental Health Administration										
Account 772.20 - Travel Registration/Tuition										
41531 - COLTON MASTERS	Tuition Reimbur.	Reimbursement for College Classes, Per Canton Health Code 207.13	Edit		06/13/2017	06/13/2017	06/13/2017			400.00
							Account 772.20 - Travel Registration/Tuition Totals		Invoice Transactions 1	<u>\$400.00</u>
Account 776.13 - Membership dues & Fees Membership Dues and Fees										
12208 - GUS DRIA	License Reimb.	RS License Renewal Reimbursement	Paid by Check # 620597		06/14/2017	06/14/2017	06/19/2017		06/19/2017	90.00
							Account 776.13 - Membership dues & Fees Membership Dues and Fees Totals		Invoice Transactions 1	<u>\$90.00</u>
							Department 307001 - Environmental Health Administration Totals		Invoice Transactions 2	<u>\$490.00</u>
							Fund 1001 - General Operating Totals		Invoice Transactions 36	<u>\$17,708.08</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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 706.36 - Contract Service Health Contract Grant Expend										
1109 - MAHONING CO.HEALTH DEPT.	May17 STD Reimb	Contract service for DIS partner services	Paid by Check # 620656		06/06/2017	06/13/2017	06/20/2017		06/20/2017	723.33
							Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions	1	<u>\$723.33</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions	1	<u>\$723.33</u>
							Fund 2312 - V.D. - I03 Gonorhea (VD) Totals	Invoice Transactions	1	<u>\$723.33</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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	7102556303	Internet upgrade monthly charge	Open		06/05/2017	06/14/2017	06/14/2017			276.00	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>\$276.00</u>
Account 705.06 - Professional Services Other Professional Services											
50079 - INSYNC HEALTHCARE SOLUTIONS, LLC	934481	Electronic medical record system maintenance fees	Edit		06/01/2017	06/21/2017	06/21/2017			94.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$94.00</u>
Account 734.13 - Supplies Freight											
50645 - HOLOGIC	35268420	Supplies for STI Testing	Edit		06/06/2017	06/13/2017	06/13/2017			10.22	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 1	<u>\$10.22</u>
Account 734.58 - Supplies Miscellaneous Supplies											
50645 - HOLOGIC	35268420	Supplies for STI Testing	Edit		06/06/2017	06/13/2017	06/13/2017			10,981.53	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$10,981.53</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 4	<u>\$11,361.75</u>
									Fund 2313 - Local Health Dept Prev Support Totals	Invoice Transactions 4	<u>\$11,361.75</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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											
50540 - CLEO LUCAS	May 2017 Reimb.	FY17 FIMR/OEI Administrative Assistant # 620149 (MCH Grant)	Paid by Check		05/31/2017	06/01/2017	06/08/2017		06/08/2017	247.00	
51325 - ACCESS HEALTH STARK COUNTY	Jun18 THRIVE Pay	Access Health Stark for Community Workers (Medicaid Funding)	Edit		06/02/2017	06/12/2017	* 06/12/2017			44,567.25	
51744 - HOSPITAL COUNCIL OF NORTHWEST OHIO	THRIVE Program	Pathways Community HUB Support Services	Edit		06/12/2017	06/13/2017	06/13/2017			169,000.00	
4168 - KENT STATE UNIVERSITY	416371-03	Comprehensive Evaluation of the Stark/THRIVE Project	Edit		06/07/2017	06/13/2017	06/13/2017			4,739.06	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 4	<u>\$218,553.31</u>
Account 705.14 - Professional Services Maintenance Contracts											
22899 - GRAPHIC ENTERPRISES	AR723039	Maintenance contract for copier/printer for THRIVE program	Edit		05/09/2017	06/01/2017	06/01/2017			75.00	
									Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 1	<u>\$75.00</u>
Account 713.13 - Utilities Telephone											
50073 - TIME WARNER CABLE	01020-312559704	-2001	Paid by Check # 619849		05/04/2017	05/24/2017	06/02/2017		06/02/2017	328.75	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$328.75</u>
Account 734.11 - Supplies Miscellaneous Office Supplies											
905 - INDEPENDENCE BUSINESS SUPPLY	1386409-0	Expanding Poly files - pendaflex for THRIVE Home Visiting Progra	Edit		05/19/2017	05/24/2017	05/24/2017			30.12	
43051 - SYNCB/AMAZON	076363784584	Office Supplies, as needed in 2017	Edit		06/10/2017	06/21/2017	06/21/2017			115.35	
									Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 2	<u>\$145.47</u>
Account 734.58 - Supplies Miscellaneous Supplies											
43051 - SYNCB/AMAZON	172242994364	Baby Food Buffet Event Supplies, THRIVE Program	Edit		06/10/2017	06/21/2017	06/21/2017			487.84	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$487.84</u>
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
50407 - DAWN L. MILLER	Travel Reimburse	Care Coordination Agency Mtg, 5/19/17, Maumee, OH	Paid by Check # 619834		05/25/2017	05/25/2017	06/02/2017		06/02/2017	17.50	
41365 - ANNMARIE BUTUSOV	Reib. for Travel	FIMR Training & Orientation, 6/4-6/6/17, Pickerington, OH	Paid by Check # 620587		06/13/2017	06/13/2017	06/19/2017		06/19/2017	157.63	
									Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 2	<u>\$175.13</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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 776.13 - Membership dues & Fees Membership Dues and Fees											
38982 - YWCA OF CANTON	Renewal Fee	Payment for Community Health Worker License (Medicaid Funding)	Edit		06/20/2017	06/21/2017	06/21/2017			35.00	
									Account 776.13 - Membership dues & Fees Membership Dues and Fees Totals	Invoice Transactions 1	\$35.00
									Department 301001 - Health - Administration Totals	Invoice Transactions 12	\$219,800.50
									Fund 2314 - Family Health (476) Totals	Invoice Transactions 12	\$219,800.50
Fund 2316 - WIC Supplemental Health - FY 77											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
50073 - TIME WARNER CABLE	06/09 - 07/08	01020-327438801- 1001	Paid by Check # 620565		06/09/2017	06/13/2017	* 06/16/2017		06/16/2017	124.99	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	\$124.99
Account 705.06 - Professional Services Other Professional Services											
40242 - U-SHREDD-IT	15645	Shredding of documents FY17 WIC	Edit		06/19/2017	06/21/2017	06/21/2017			300.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	\$300.00
Account 706.36 - Contract Service Health Contract Grant Expend											
85 - ALLIANCE CITY HEALTH DEPT	Apr17 WIC Reimb	Alliance WIC program expenditure reimbursement for FY17	Paid by Check # 619800		05/16/2017	05/24/2017	06/02/2017		06/02/2017	1,953.76	
85 - ALLIANCE CITY HEALTH DEPT	April17 WIC Reim	FY17 WIC Reimbursement, 3rd Qtr 2017	Paid by Check # 619800		05/16/2017	05/24/2017	06/02/2017		06/02/2017	6,564.67	
1121 - MASSILLON CITY HEALTH DEPT	Apr17 WIC Reimb.	Massillon Health WIC program expenses for FY17	Paid by Check # 619911		05/17/2017	05/24/2017	06/05/2017		06/05/2017	9,004.76	
1121 - MASSILLON CITY HEALTH DEPT	April 17 WIC Rei	FY17 WIC Reimbursement, 3rd Qtr 2017	Paid by Check # 619911		05/17/2017	05/24/2017	06/05/2017		06/05/2017	4,159.74	
1800 - STARK COUNTY HEALTH DEPARTMENT	Apr17 WIC Reimb.	Stark County WIC program expenses for FY17	Paid by Check # 619845		05/05/2017	05/24/2017	06/02/2017		06/02/2017	29,833.34	
85 - ALLIANCE CITY HEALTH DEPT	May17 WIC	FY17 WIC Reimbursement, 3rd Qtr 2017	Open		06/14/2017	06/14/2017	06/14/2017			8,494.41	
1121 - MASSILLON CITY HEALTH DEPT	May 17 WIC	FY17 WIC Reimbursement, 3rd Qtr 2017	Edit		06/14/2017	06/14/2017	06/14/2017			11,880.70	
1800 - STARK COUNTY HEALTH DEPARTMENT	May 17 WIC Reimb	Stark County WIC program expenses for	Edit		06/02/2017	06/14/2017	06/14/2017			11,309.68	



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

1800 - STARK COUNTY HEALTH DEPARTMENT	WIC17 Reimb.	FY17 FY17 WIC Reimbursement, 3rd Qtr 2017	Edit	06/02/2017	06/14/2017	06/14/2017		22,827.01
Account 706.36 - Contract Service Health Contract Grant Expend Totals							Invoice Transactions 9	<u>\$106,028.07</u>
Account 713.13 - Utilities Telephone								
13363 - VERIZON WIRELESS	9786350404	FY17 WIC Cell PHone for Peers	Paid by Check # 620569	05/23/2017	06/08/2017	* 06/16/2017	06/16/2017	122.56
Account 713.13 - Utilities Telephone Totals							Invoice Transactions 1	<u>\$122.56</u>
Account 772.20 - Travel Registration/Tuition								
40506 - KIMBERLY KOONS	Class Reimb.	Adult Spanish Class, 4/13/17 - 5/18/17, Canton, OH	Paid by Check # 619828	05/25/2017	05/25/2017	06/02/2017	06/02/2017	60.00
2886 - JANET R. FRANK	Registration Rei	Adult Spanish Class, 4/13 - 5/18 (6 classes), Canton	Paid by Check # 620493	06/08/2017	06/08/2017	06/15/2017	06/15/2017	60.00
40154 - MICHAEL DUNPHY	061620170037	Training for WIC Project Staff, FY17	Edit	06/16/2017	06/21/2017	06/21/2017		1,300.00
Account 772.20 - Travel Registration/Tuition Totals							Invoice Transactions 3	<u>\$1,420.00</u>
Account 772.40 - Travel Meals, Lodging, Plane, etc.								
43232 - HOLIDAY INN DOWNTOWN CAPITAL SQUARE	1046	WIC Training, 7/12-7/13/17, Ashley Archer & Sharon Foster	Paid by Check # 620653	06/06/2017	06/13/2017	06/20/2017	06/20/2017	270.26
Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals							Invoice Transactions 1	<u>\$270.26</u>
Department 301001 - Health - Administration Totals							Invoice Transactions 16	<u>\$108,265.88</u>
Fund 2316 - WIC Supplemental Health - FY 77 Totals							Invoice Transactions 16	<u>\$108,265.88</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2317 - Local Health Assess & Accred Fnd										
Department 301001 - Health - Administration										
Account 772.20 - Travel Registration/Tuition										
36077 - OHIO PUBLIC HEALTH ASSOCIATION		Accred. Train. Accreditation Training, 5/31/17, Columbus, R. Knight	Paid by Check # 619476		05/18/2017	05/18/2017	05/23/2017		05/23/2017	45.00
							Account 772.20 - Travel Registration/Tuition Totals	Invoice Transactions	1	\$45.00
							Department 301001 - Health - Administration Totals	Invoice Transactions	1	\$45.00
							Fund 2317 - Local Health Assess & Accred Fnd Totals	Invoice Transactions	1	\$45.00



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2318 - Local Aids Prevention											
Department 301001 - Health - Administration											
Account 705.06 - Professional Services Other Professional Services											
51733 - SU NIMON	SWAP Logo	Design of logo for SWAP program	Edit		05/26/2017	06/12/2017	06/12/2017			300.00	
20114 - LEXISNEXIS	1705219436 (2)	FY17 Database Services (split between GF)	Edit		05/31/2017	06/14/2017	06/14/2017			134.50	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 2	<u>\$434.50</u>
Account 705.40 - Professional Services Advertising											
51702 - D. A. PETERSON INC	6057	Q92 Radio Advertising for National HIV Testing Day	Edit		05/17/2017	06/12/2017	06/12/2017			1,700.00	
25697 - METRO REGIONAL TRANSIT AUTHORITY	34336	HIV Prevention Advertising	Edit		06/01/2017	06/12/2017	06/12/2017			2,530.00	
1902 - THE REPOSITORY	929937,	Account #137040, HIV Prevention Advertising	Edit		06/07/2017	06/13/2017	06/13/2017			2,705.00	
									Account 705.40 - Professional Services Advertising Totals	Invoice Transactions 3	<u>\$6,935.00</u>
Account 706.36 - Contract Service Health Contract Grant Expend											
1109 - MAHONING CO.HEALTH DEPT.	May17 HIV Reimb.	2017 Reimbursement for HIV Expenditures	Paid by Check		06/06/2017	06/13/2017	06/20/2017		06/20/2017	10,371.06	
38878 - NEW PHILADELPHIA CITY HEALTH DEPARTMENT	053117	2017 Reimbursement for HIV Expenditures	Paid by Check		05/31/2017	06/13/2017	06/20/2017		06/20/2017	6,038.96	
1484 - PLANNED PARENTHOOD	May17 HIV Reimb.	2017 Reimbursement for HIV Prevention Expenditures	Paid by Check		06/01/2017	06/13/2017	06/20/2017		06/20/2017	1,530.01	
85 - ALLIANCE CITY HEALTH DEPT	May17 HIV Reimb.	2017 HIV Prevention Expenditures	Paid by Check		06/12/2017	06/14/2017	06/20/2017		06/20/2017	3,366.71	
									Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions 4	<u>\$21,306.74</u>
Account 713.13 - Utilities Telephone											
13363 - VERIZON WIRELESS	978637900	Cell phone service for DIS for 2017	Paid by Check		05/23/2017	06/08/2017	06/16/2017		06/16/2017	31.62	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$31.62</u>
Account 772.20 - Travel Registration/Tuition											
51329 - STARK CTY MENTAL HEALTH & ADDICTION RECVY	4524	Emerging Strategies in Prevention vs. Harm Reduction, Pam Gibbs	Edit		05/23/2017	06/12/2017	06/12/2017			20.00	
									Account 772.20 - Travel Registration/Tuition Totals	Invoice Transactions 1	<u>\$20.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 11	<u>\$28,727.86</u>
									Fund 2318 - Local Aids Prevention Totals	Invoice Transactions 11	<u>\$28,727.86</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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 734.18 - Supplies Furniture/Fixtures (\$0-\$999.99)											
905 - INDEPENDENCE BUSINESS SUPPLY	1391454-0	Large Total Erase Reversible Moblie Easel	Edit		06/14/2017	06/21/2017	06/21/2017			468.00	
									Account 734.18 - Supplies Furniture/Fixtures (\$0-\$999.99) Totals	Invoice Transactions 1	<u>\$468.00</u>
Account 734.58 - Supplies Miscellaneous Supplies											
1941 - TREASURER STATE OF OHIO	OSS0084758	Tubersol, Clinic	Edit		05/05/2017	06/01/2017	06/01/2017			434.82	
26625 - SANOFI PASTEUR	908087303	Private Purchase/Travel and Immunization Vaccines	Paid by Check # 620562		05/29/2017	06/08/2017	06/16/2017		06/16/2017	5,924.89	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 2	<u>\$6,359.71</u>
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements											
Kim Frankeberger	Patient Reimb.	747 Refunds, Claims and Reimbursements	Paid by Check # 620176		06/01/2017	06/01/2017	06/08/2017		06/08/2017	288.50	
Norris Lindsey, Jr.	Patient Reimb.	747 Refunds, Claims and Reimbursements	Edit		06/12/2017	06/12/2017	06/12/2017			80.00	
Patel Ulkeshbhai	Patient Reimb.	747 Refunds, Claims and Reimbursements	Edit		06/13/2017	06/13/2017	06/13/2017			6.25	
									Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals	Invoice Transactions 3	<u>\$374.75</u>
									Department 303002 - Travel Clinic Totals	Invoice Transactions 6	<u>\$7,202.46</u>
									Fund 2320 - Nursing Clinic Activity Fund Totals	Invoice Transactions 6	<u>\$7,202.46</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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	May17 IAP Reimb.	FY17 IAP Grant Reimbursement	Paid by Check # 620672		06/05/2017	06/13/2017	06/20/2017		06/20/2017	5,860.11
85 - ALLIANCE CITY HEALTH DEPT	May17 IAP Reimb.	FY17 IAP Grant Reimbursement	Paid by Check # 620636		06/06/2017	06/14/2017	06/20/2017		06/20/2017	1,848.60
Account 706.36 - Contract Service Health Contract Grant Expend Totals								Invoice Transactions 2		<u>\$7,708.71</u>
Department 301001 - Health - Administration Totals								Invoice Transactions 2		<u>\$7,708.71</u>
Fund 2321 - Immunization Action Grant Totals								Invoice Transactions 2		<u>\$7,708.71</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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	9786304976	iPad Services for PREP grant, FY17 (Deliverable 1)	Paid by Check # 620570		05/23/2017	06/08/2017	* 06/16/2017		06/16/2017	40.17
							Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions	1	\$40.17
							Department 301001 - Health - Administration Totals	Invoice Transactions	1	\$40.17
							Fund 2323 - Personal Responsibility Ed Pr Fd Totals	Invoice Transactions	1	\$40.17



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G/L Date Range 05/18/17 - 06/21/17

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	L104373, L104531	Dust and soild sampel analysis for lead based paint testing	Edit		05/26/2017	06/20/2017	06/20/2017			108.00	
							Account 705.06 - Professional Services Other Professional Services Totals		Invoice Transactions	1	\$108.00
							Department 301001 - Health - Administration Totals		Invoice Transactions	1	\$108.00
							Fund 2327 - Lead Assessment Fund Totals		Invoice Transactions	1	\$108.00



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G/L Date Range 05/18/17 - 06/21/17

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	Apr17 PHEP	Fy17 PHEP Contract Expense Reimb.	Paid by Check # 620564		06/07/2017	06/01/2017	06/16/2017		06/16/2017	8,604.94
1800 - STARK COUNTY HEALTH DEPARTMENT	Apr17 EBOLA	EBOLA Grant, extended to June 30, 2017	Paid by Check # 620564		06/07/2017	06/08/2017	06/16/2017		06/16/2017	532.94
							Account 706.36 - Contract Service Health Contract Grant Expend Totals		Invoice Transactions 2	<u>9,137.88</u>
Account 734.11 - Supplies Miscellaneous Office Supplies										
905 - INDEPENDENCE BUSINESS SUPPLY	1385788-0	1385788-1, 1392016-0, 1392012-0, 1392016-1	Edit		05/18/2017	05/24/2017	05/24/2017			2,246.11
34628 - I PRINT TECHNOLOGIES	483768	Toner Cartridge for OPHI Fax Machine	Edit		06/01/2017	06/13/2017	06/13/2017			158.00
43051 - SYNCB/AMAZON	Amazon Order	60457878102766144	Edit		06/10/2017	06/21/2017	06/21/2017			101.01
							Account 734.11 - Supplies Miscellaneous Office Supplies Totals		Invoice Transactions 3	<u>\$2,505.12</u>
Account 734.13 - Supplies Freight										
22532 - COUNTRY SISTERS EMBROIDERY	7009	Jacekts with Public Health Logo, FY17 PHEP	Edit		05/26/2017	06/13/2017	06/13/2017			9.50
12702 - CDW - GOVERNMENT INC.	HZH3500	View Sonic Projectors	Edit		05/26/2017	06/14/2017	06/14/2017			24.37
43051 - SYNCB/AMAZON	230762623875	152091618711	Edit		06/10/2017	06/21/2017	06/21/2017			55.00
43051 - SYNCB/AMAZON	Amazon Order	60457878102766144	Edit		06/10/2017	06/21/2017	06/21/2017			7.50
							Account 734.13 - Supplies Freight Totals		Invoice Transactions 4	<u>\$96.37</u>
Account 734.14 - Supplies Computer Supplies										
43051 - SYNCB/AMAZON	Amazon Order	60457878102766144	Edit		06/10/2017	06/21/2017	06/21/2017			374.38
							Account 734.14 - Supplies Computer Supplies Totals		Invoice Transactions 1	<u>\$374.38</u>
Account 734.15 - Supplies Computer Software(up to \$999.99)										
9789 - DELL MARKETING L.P.	10168947629	FY17 PHEP Supplies and Equipment	Edit		05/30/2017	06/14/2017	06/14/2017			1,252.08
							Account 734.15 - Supplies Computer Software(up to \$999.99) Totals		Invoice Transactions 1	<u>\$1,252.08</u>
Account 734.17 - Supplies Equipment (\$0.00 - \$999.99)										
12702 - CDW - GOVERNMENT INC.	HZH3500	View Sonic Projectors	Edit		05/26/2017	06/14/2017	06/14/2017			1,949.97
43051 - SYNCB/AMAZON	230762623875	152091618711	Edit		06/10/2017	06/21/2017	06/21/2017			819.85
43051 - SYNCB/AMAZON	Amazon Order	60457878102766144	Edit		06/10/2017	06/21/2017	06/21/2017			5,512.96
							Account 734.17 - Supplies Equipment (\$0.00 - \$999.99) Totals		Invoice Transactions 3	<u>\$8,282.78</u>
Account 734.52 - Supplies Uniform Supplies										
22532 - COUNTRY SISTERS EMBROIDERY	7009	Jacekts with Public Health Logo, FY17 PHEP	Edit		05/26/2017	06/13/2017	06/13/2017			4,441.00
							Account 734.52 - Supplies Uniform Supplies Totals		Invoice Transactions 1	<u>\$4,441.00</u>
Account 734.58 - Supplies Miscellaneous Supplies										
24836 - MCKESSON MEDICAL - SURGICAL	4307137	Clinic Supplies	Edit		06/01/2017	06/13/2017	06/13/2017			507.85
22532 - COUNTRY SISTERS EMBROIDERY	7020	Royal Blue Lanyards, FY17 PHEP Grant	Edit		06/14/2017	06/21/2017	06/21/2017			462.50



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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 734.58 - Supplies Miscellaneous Supplies											
43051 - SYNCB/AMAZON	Amazon Order	60457878102766144	Edit		06/10/2017	06/21/2017	06/21/2017			1,330.65	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 3	<u>\$2,301.00</u>
Account 734.71 - Supplies Computer Equip (\$0-\$999.99)											
9789 - DELL MARKETING L.P.	10167024501	APC Smart-UPS 1500VA LCD Rm-UPS Service	Edit		05/18/2017	06/14/2017	06/14/2017			805.05	
9789 - DELL MARKETING L.P.	10168947629	FY17 PHEP Supplies and Equipment	Edit		05/30/2017	06/14/2017	06/14/2017			3,758.93	
43051 - SYNCB/AMAZON	Amazon Order	60457878102766144	Edit		06/10/2017	06/21/2017	06/21/2017			118.33	
									Account 734.71 - Supplies Computer Equip (\$0-\$999.99) Totals	Invoice Transactions 3	<u>\$4,682.31</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 21	<u>\$33,072.92</u>
									Fund 2328 - Public Health Infrastructure Totals	Invoice Transactions 21	<u>\$33,072.92</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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 706.18 - Contract Service Car Wash											
1597 - RED CARPET CAR WASH	May17 Car Washes	Car washes as needed - 2017	Edit		05/31/2017	06/14/2017	06/14/2017			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.	110033872_497	Electric Service for APC Monitoring Site, 2017	Paid by Check # 620664		06/08/2017	06/14/2017	06/20/2017		06/20/2017	71.45	
									Account 713.12 - Utilities Electric Totals	Invoice Transactions 1	<u>\$71.45</u>
Account 713.13 - Utilities Telephone											
13363 - VERIZON WIRELESS	9786384638	Cell PHone Service for 3 Cell Phones and Cell Phones	Paid by Check # 620571		05/23/2017	06/08/2017	06/16/2017		06/16/2017	150.45	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$150.45</u>
Account 734.10 - Supplies Postage											
34429 - US POSTAL SERVICE	5-17 AP	Postage for 2017, as needed	Paid by Check # 620681		06/12/2017	06/13/2017	06/20/2017		06/20/2017	106.01	
									Account 734.10 - Supplies Postage Totals	Invoice Transactions 1	<u>\$106.01</u>
Account 734.11 - Supplies Miscellaneous Office Supplies											
1786 - STAPLES INC.	8044602284	8044711511 -Lead monitoring filter handling office supplies	Edit		05/27/2017	06/14/2017	06/14/2017			112.75	
43051 - SYNCB/AMAZON	143569584356	Lead monitoring & asbestos record supplies & office supplies APC	Edit		06/10/2017	06/21/2017	06/21/2017			91.08	
									Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 2	<u>\$203.83</u>
Account 734.13 - Supplies Freight											
1909 - THERMO ENVIRONMENTAL INST., INC.	406764	Monitoring equipment parts and supplies - 2017	Edit		05/10/2017	05/24/2017	05/24/2017			16.17	
1989 - UPS	0000E11A07197,	0000E11A07207, 0000E11A07237	Edit		06/10/2017	06/20/2017	06/20/2017			53.35	
18228 - MET ONE INSTRUMENTS, INC	160229	Parts and supplies for air monitoring equipment - 2017	Edit		06/08/2017	06/21/2017	06/21/2017			13.00	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 3	<u>\$82.52</u>
Account 734.57 - Supplies Machine Parts and Supplies											
1909 - THERMO ENVIRONMENTAL INST., INC.	406764	Monitoring equipment parts and supplies - 2017	Edit		05/10/2017	05/24/2017	05/24/2017			2,381.00	



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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 734.57 - Supplies Machine Parts and Supplies											
18228 - MET ONE INSTRUMENTS, INC	160229	Parts and supplies for air monitoring equipment - 2017	Edit		06/08/2017	06/21/2017	06/21/2017			45.00	
									Account 734.57 - Supplies Machine Parts and Supplies Totals	Invoice Transactions 2	<u>\$2,426.00</u>
Account 734.58 - Supplies Miscellaneous Supplies											
21121 - GRAINGER	9456178863	Misc parts and supplies for 2017, as needed	Edit		06/26/2017	06/14/2017	06/14/2017			16.52	
43051 - SYNCB/AMAZON	119290394559	APC Vehicle tire change, Field/Monitoring Supplies	Edit		06/10/2017	06/21/2017	06/21/2017			41.34	
43051 - SYNCB/AMAZON	143569584356	Lead monitoring & asbestos record supplies & office supplies APC	Edit		06/10/2017	06/21/2017	06/21/2017			70.85	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 3	<u>\$128.71</u>
Account 773.43 - Lease and Rental Payments Other Rentals											
50054 - AIRGAS USA LLC	9945129144	Gas cylinder rental for 2017	Edit		05/31/2017	06/14/2017	06/14/2017			35.31	
									Account 773.43 - Lease and Rental Payments Other Rentals Totals	Invoice Transactions 1	<u>\$35.31</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 15	<u>\$3,212.78</u>
									Fund 2331 - Air Pollution (134) Totals	Invoice Transactions 15	<u>\$3,212.78</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

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 747.14 - Refunds, Claims and Reimbursements Reimbursements										
1941 - TREASURER STATE OF OHIO	May17 Food	May 2017 Vending Machine FSO	Paid by Check # 620678		06/13/2017	06/13/2017	06/20/2017		06/20/2017	96.00
1941 - TREASURER STATE OF OHIO	Nov 13 FSO	November 2013 FSO	Paid by Check # 620678		06/14/2017	06/14/2017	06/20/2017		06/20/2017	28.00
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals								Invoice Transactions	2	<u>\$124.00</u>
Department 301001 - Health - Administration Totals								Invoice Transactions	2	<u>\$124.00</u>
Fund 2351 - Food Service (055) Totals								Invoice Transactions	2	<u>\$124.00</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2353 - Swimming Pool										
Department 301001 - Health - Administration										
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements										
1945 - TREASURER STATE OF OHIO	May17 Pool Reimb	May 2017 Public Swimming Pools Reimbursement	Paid by Check # 620677		06/14/2017	06/14/2017	06/20/2017		06/20/2017	80.00
							Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals	Invoice Transactions	1	\$80.00
							Department 301001 - Health - Administration Totals	Invoice Transactions	1	\$80.00
							Fund 2353 - Swimming Pool Totals	Invoice Transactions	1	\$80.00



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2354 - Solid Waste Disposal License										
Account 201 - Accounts Payable										
10292 - HOME DEPOT	60353225	02065299	Edit		05/12/2017	05/24/2017	05/24/2017			(214.48)
								Account 201 - Accounts Payable Totals	Invoice Transactions 1	<u>(\$214.48)</u>
Department 307001 - Environmental Health Administration										
Account 734.58 - Supplies Miscellaneous Supplies										
10292 - HOME DEPOT	60353225	02065299	Edit		05/12/2017	05/24/2017	05/24/2017			214.48
								Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$214.48</u>
								Department 307001 - Environmental Health Administration Totals	Invoice Transactions 1	<u>\$214.48</u>
								Fund 2354 - Solid Waste Disposal License Totals	Invoice Transactions 2	<u>\$0.00</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 05/18/17 - 06/21/17

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 4501 - Capital Projects										
Department 301001 - Health - Administration										
Account 758.43 - Capital Outlay Equipment (\$1000 - \$5000)										
493 - COPECO INC	AR303484	Sharp MX-B402SC B/W Copier - for VS	Edit		05/04/2017	05/24/2017	05/24/2017			3,760.00
51655 - CR & J SALES INC	JA450049	Casio QT-6600 Touch Screen POS & 1 Year Maint. Agreement	Edit		06/19/2017	06/21/2017	06/21/2017			2,582.25
							Account 758.43 - Capital Outlay Equipment (\$1000 - \$5000) Totals		Invoice Transactions 2	<u>\$6,342.25</u>
							Department 301001 - Health - Administration Totals		Invoice Transactions 2	<u>\$6,342.25</u>
							Fund 4501 - Capital Projects Totals		Invoice Transactions 2	<u>\$6,342.25</u>
							Grand Totals		Invoice Transactions 134	<u>\$444,523.69</u>

* = Prior Fiscal Year Activity



Public Health
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Canton City Health District

Board of Health Meeting
Monday, June 26, 2017 @ 12:00pm – Board Room
Miscellaneous Items

1. Public Health Clerk I – Vital Statistics Position Description
2. Public Health Clerk II – Vital Statistics Position Description



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Canton City Health District

Position Description

Canton City Health District
DRAFT

Position Title:	Public Health Clerk I	Position #:	831
Working Title:	Public Health Clerk I Vital Statistics	CS Status:	Classified
Division or Unit:	Vital Statistics	Reports to:	VS Executive Assistant
Employment Status:	Full-Time	Pay Grade:	R1
Funding Source:	General Fund	FLSA Status:	Non-exempt

Position Summary: Under general supervision, greet and provide customer service to the public; follow established procedures performing a variety of clerical tasks to create, maintain and process vital statistics records and requests for birth and death records; and provide supportive services requiring contact with departmental clients and staff; perform related work as required.

Essential Duties and Responsibilities:

- 50% Vital Statistics: Examine records requests and other documents furnished by customers to review for accuracy, completeness and relevancy of information and to determine if the criteria established by law for release of records have been met. Produce and release certified copies of vital records. Enter data, search for and retrieve records using multiple automated and manual records management systems to post, update and/or adjust records. Operate a variety of office machines and office equipment to maintain vital records and to produce certified vital records. Write routine correspondence involving basic subject matter to return applications for vital records when insufficient payment or insufficient documentation of proper purpose was received without the initial application.
- 25% Customers Service: Greet customers and answer questions (in person, by telephone, e-mail and regular mail) regarding rules/regulations governing release of records, standard office processes and department services. Accept fees for department services.
- 10% Computer: Use various computer applications, software and online programs to facilitate department goals and objectives. Create new documents and edit existing documents using standard office software. Locate and store files on shared network drive.
- 10% Clerical: Balance revenue with register receipts at the end of each business day. Perform opening and closing procedures. Answer and direct telephone calls. Maintain filing systems. Prepare and send outgoing mailings and packages.
- 5% Administration: Prepares administrative paperwork and program documents. Receive, sort and distribute incoming mail. Perform duties as assigned by the Fiscal Officer and/or Health Commissioner.

Other Duties and Responsibilities:

- Participate in staff committees and workgroups.
- Provide support functions in response to public health emergencies as directed by the Health Commissioner.
- Other duties as assigned.

Minimum Qualifications:

- High school diploma or equivalent.
- Must be computer proficient and able to work efficiently in various office and computer applications, including word processing, spreadsheet, e-mail, etc.
- Must type 25 words per minute.



Position Description

**Preferred
Qualifications:**

- Clerical experience.
- Customer service experience.

**Minimum
Credentials:**

n/a

Key Competencies:

The following Council on Linkages Core Competencies (Adopted June 2014) for this position include:

- Analytical and Assessment Skills: 1A2, 1A4, 1A8, 1A10
- Policy Development and Program Planning Skills: 2A2, 2A3, 2A4, 2A6, 2A8, 2A10, 2A11
- Communication Skills: 3A2, 3A5, 3A6, 3A7
- Cultural Competency Skills: 4A4, 4A5
- Community Dimensions of Practice Skills: 5A4, 5A5, 5A6, 5A7, 5A8, 5A9
- Public Health Sciences Skills: n/a
- Financial Planning and Management Skills: 7A1, 7A3, 7A10, 7A11, 7A12, 7A14
- Leadership and Systems Thinking Skills: 8A1, 8A4, 8A6, 8A7, 8A9

Canton City Health District has adopted Organizational Competencies that all employees are expected to achieve, of which the following are for this position:

- Customer Focus: 1A1, 1A2, 1A3, 1A4, 1A5
- Accountability: 2A1, 2A2, 2A3, 2A4, 2A5, 2A6, 2A7, 2A8
- Equity, Ethics and Fairness: 3A1, 3A2, 3A3, 3A4, 3A5
- Continuous Quality Improvement: 4A1, 4A2, 4A3, 4A4, 4A5, 4A6
- Occupational Health and Safety: 5A1, 5A2, 5A3, 5A4, 5A5, 5A6
- Emergency Preparedness: 6A1, 6A2, 6A3

Work Environment:

- Daily work environment includes general office setting (temperature controlled).
- Office setting includes sitting for long periods of time and viewing a computer screen for long periods of time; standing at counter to assist customers.
- Must have the ability to lift/hoist 15 pounds.
- Work performed may be subject to challenging interactions with community members.



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Canton City Health District

Position Description

Canton City Health District
DRAFT

Approval: This position description was approved by the Board of Health on: _____

Revision History: Dates of prior approved versions: _____

Employee Statement:

I hereby acknowledge that I have received a copy of this position description on this date.

Employee Signature

Date

Printed Name



Public Health
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Canton City Health District

Position Description

Canton City Health District
DRAFT

Position Title:	Public Health Clerk II	Position #:	830
Working Title:	Public Health Clerk II Vital Statistics	CS Status:	Classified
Division or Unit:	Vital Statistics	Reports to:	VS Executive Assistant
Employment Status:	Full-Time	Pay Grade:	R2
Funding Source:	General Fund	FLSA Status:	Non-exempt

Position Summary: Under general supervision, greet and provide customer service to the public; follow established procedures performing a variety of clerical tasks to create, maintain and process vital statistics records and requests for birth and death records; and provide supportive services requiring contact with departmental clients and staff; perform related work as required.

Essential Duties and Responsibilities:

- 50% Vital Statistics: Examine records requests and other documents furnished by customers to review for accuracy, completeness and relevancy of information and to determine if the criteria established by law for release of records have been met. Produce and release certified copies of vital records. Enter data, search for and retrieve records using multiple automated and manual records management systems to post, update and/or adjust records. Operate a variety of office machines and office equipment to maintain vital records and to produce certified vital records. Write routine correspondence involving basic subject matter to return applications for vital records when insufficient payment or insufficient documentation of proper purpose was received without the initial application. Verify the validity of vital records. Prepare vital records for partner agencies.
- 25% Customers Service: Greet customers and answer questions (in person, by telephone, e-mail and regular mail) regarding rules/regulations governing release of records, standard office processes and department services. Accept fees for department services.
- 10% Computer: Use various computer applications, software and online programs to facilitate department goals and objectives. Create new documents, edit existing documents and prepare reports and charts using standard office software. Locate and store files on shared network drive.
- 10% Clerical: Balance revenue with register receipts at the end of each business day. Perform opening and closing procedures. Answer and direct telephone calls. Maintain filing systems. Prepare and send outgoing mailings and packages.
- 5% Administration: Prepares administrative paperwork and program documents. Receive, sort and distribute incoming mail. Perform duties as assigned by the Fiscal Officer and/or Health Commissioner.

Other Duties and Responsibilities:

- Participate in staff committees and workgroups.
- Provide support functions in response to public health emergencies as directed by the Health Commissioner.
- Provide support to Vital Statistics clerical staff.
- Other duties as assigned.



Position Description

- Minimum Qualifications:**
- High school diploma or equivalent.
 - Must be computer proficient and knowledgeable in various office and computer applications, including word processing, spreadsheet, desktop publishing, e-mail, etc.
 - Must type 35 words per minute.
 - Clerical experience, minimum of 2 years.
- Preferred Qualifications:**
- Customer service experience, minimum of 2 years.
 - Expert in word processing and spreadsheet application.
- Minimum Credentials:** n/a
- Key Competencies:** The following Council on Linkages Core Competencies (Adopted June 2014) for this position include:
- Analytical and Assessment Skills: 1A2, 1A4, 1B5, 1A8, 1A10
 - Policy Development and Program Planning Skills: 2A2, 2A3, 2A4, 2A6, 2A8, 2A10, 2A11
 - Communication Skills: 3A2, 3A5, 3A6, 3A7
 - Cultural Competency Skills: 4A4, 4A5
 - Community Dimensions of Practice Skills: 5A4, 5B5, 5A6, 5A7, 5B8, 5A9
 - Public Health Sciences Skills: n/a
 - Financial Planning and Management Skills: 7A1, 7B2, 7A3, 7A10, 7A11, 7A12, 7A14
 - Leadership and Systems Thinking Skills: 8A1, 8A4, 8B6, 8A 7, 8B9
- Canton City Health District has adopted Organizational Competencies that all employees are expected to achieve, of which the following are for this position:
- Customer Focus: 1B1, 1A2, 1A3, 1B4, 1A5
 - Accountability: 2A1, 2A2, 2A3, 2A4, 2A5, 2A6, 2A7, 2A8
 - Equity, Ethics and Fairness: 3A1, 3A2, 3A3, 3A4, 3A5
 - Continuous Quality Improvement: 4A1, 4A2, 4A3, 4A4, 4B5, 4A6
 - Occupational Health and Safety: 5A1, 5A2, 5A3, 5A4, 5A5, 5A6
 - Emergency Preparedness: 6A1, 6A2, 6A3
- Work Environment:**
- Daily work environment includes general office setting (temperature controlled).
 - Office setting includes sitting for long periods of time and viewing a computer screen for long periods of time; standing at counter to assist customers.
 - Must have the ability to lift/hoist 15 pounds.
 - Work performed may be subject to challenging interactions with community members.



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Canton City Health District

Position Description

Canton City Health District
DRAFT

Approval: This position description was approved by the Board of Health on: _____

Revision History: Dates of prior approved versions: _____

Employee Statement:

I hereby acknowledge that I have received a copy of this position description on this date.

Employee Signature

Date

Printed Name



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting
Monday, June 26, 2017 @ 12:00pm – Board Room
Resolutions for Approval

1. 2017-11: Approval of Strategic Plan 2020
2. 2017-12: Amendment of Canton Health Code 207.21

Resolution 2017-11

A resolution approving department Strategic Plan

WHEREAS the Board of Health desires to provide strategic direction for the health department and its staff; and,

WHEREAS it is imperative to provide a written strategic plan to guide department efforts to protect health, prevent disease, and promote health; and,

WHEREAS department staff has developed this Strategic Plan utilizing input from staff, the community, the Ohio Health Improvement Plan, the Stark County Community Health Assessment and the Stark County Health Improvement Plan.

BE IT RESOLVED that the department strategic plan Canton City Public Health 2020 be approved by the Board of Health.

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 **26th** day of **June 2017**.

APPROVED

President, Canton City Board of Health

ATTEST

Secretary, Canton City Board of Health

Canton City Public Health 2020 – A Strategic Plan

Strategic Plan 2017 to 2020

FINAL DRAFT FOR APPROVAL BY THE BOARD OF HEALTH

LAST UPDATE: June 20, 2017 JMA

Planning Process

This departmental strategic plan covers the period July 1, 2017 to June 30, 2020.

The scope of this plan is for internal departmental programming and is not intended to be a generalized community health improvement plan. The operating divisions will use this strategic plan as they develop their own work plans. The goal of this plan is to meet the Public Health Accreditation Board Standards and Measures 5.3 (PHAB Standards version 1.5).

This plan was developed using a series of internal planning meetings with the Strategic Planning Committee of the Canton City Health Department. The department staff was consulted throughout the planning process. The meeting minutes as well as additional planning background information are documented in the project folder.

This strategic plan was approved by the Board of Health of the Canton City Health Department by resolution on June 26, 2017.

This strategic plan will be reviewed on an annual basis by July 1 of each year by the Strategic Planning Committee and the Board of Health. During the annual review, the goals and objectives may be changed depending on the needs of the department. Contact James M. Adams, RS, MPH, Health Commissioner at (330) 489-3231 for questions and additional information regarding this plan.

Mission, Vision and Values

The Department's Mission is:

Working together to prevent the spread of disease, promote health, and protect from harm.

This mission was identified after a review of the past mission statement, input of the planning committee, staff survey, and review with the Board of Health.

The Department's Vision is:

The leader in advancing population health.

This vision statement identifies the role of the local health department in advancing population health in the community. It suggests the key role of the health department as the chief health strategist for the development of community strategies that will improve population health.

The Department's Values are:

- Quality - Excellence in all we do.
- Service – Ask, listen, and respond to the needs of the community.
- Equity – Assure access to opportunities for all to maximize health.
- Trust – Open and transparent in all our actions.

The department has identified these values to help guide its work in the community.

Risk Analysis

A Strengths, Weakness, Opportunities, and Threats (SWOT) analysis was completed by the planning team on January 13, 2017. The results of that analysis are listed below.

Strengths

- Dedicated, passionate, and good workforce
- Delivery of patient care
- Meeting program and grant requirements (program and fiscally)
- Immunization clinics
- Educating and helping the public/customer service
- Good email and calendar system
- The Department's ability to manage a lot of regional grants
- Opportunity for and participation in All staff meetings
- Use of the Department's Facebook page
- Staff proud to work at health department

Weaknesses

- Reporting to staff on Department activities, internal communication not consistent
- Siloed and categorical funding
- Building/Facility – Very out of date and in poor repair
- Lack of training money
- Professional development support/Succession Planning
- Gaps in training for all staff
- Low clerical and administrative support
- Holding on to some info?
- Internal cohesion, morale?
- Too much multitasking/no down time

Opportunities

- Increasing use of community partnerships
- Grants/other funding sources
- Billing for other clinic services (STD)
- Adopt a local Air Pollution Control fee structure
- Regional collaboration for foundational services
- Stronger collaboration with city departments and programs
- Working with established network of neighborhood associations
- Work with business community (Chamber, Hall of Fame)
- Be part of community magazines and publications (Canton Connection, About)
- Use of social media – new ways of communication

Threats

- Reduction in staff
- Decreased Funding – Reliance on general tax dollars
- Changes in federal/state policy
- Are we identified as a reputable partner by the community and partners?
- Grant limitations and rules
- State wants to see fewer health departments
- Staff retirements
- Increased workload
- Language/cultural barriers

External Factors

- The Ohio Department of Health has set a target date of 2020 for all local health departments to be accredited with the Public Health Accreditation Board. Failure to be accredited by 2020 will result in the lack of eligibility for receiving state grants and public health subsidy payments.
- The City of Canton continues to experience a slight downward trend for general tax revenue receipts. This trend will have a negative impact on the amount of general tax revenue available for public health programming.

Strategic Priorities

Using information from 1) the State of Ohio Health Improvement Plan ([SHIP](#)), the 2) Stark County Community Health Needs Assessment ([link here](#)), the 3) Stark County Community Health Improvement Plan ([link here](#)), and input from our community partner group, the following strategic priorities were identified. Within each strategic priority a number of goals and objectives were developed. Every attempt was to make the objectives specific, measurable, achievable, relevant, and time based. Where possible, benchmarks for performance were identified as well as performance measurement recommendations. Goals identified with a * were also identified in the SHIP. Goals identified with a + were also identified in the Stark County Health Improvement Plan.

A more detailed Action Plan is included as part of the plan as Appendix A. The action plan further identifies specific actions (steps) and responsibilities for the implementation of this strategic plan.

Communicable Disease Control

1. Reduce the risk of bloodborne pathogen infection in the community
 - 1.1. Implement a HIV outreach and testing program to decrease the number of new HIV infections by 5% by 2020.
 - 1.2. Implement a risk reduction program to decrease the number of new Hepatitis C infections in the community by 5% by 2020.
2. Decrease the prevalence of STI infections in the community. *+
 - 2.1. Decrease the rate of Chlamydia infections in the community by 5% by 2020.
 - 2.2. Increase the amount of educational outreach programs in the community by 10% by 2020.
3. Increase the number of children immunized in Stark County. *

- 3.1. Children between the ages of 24 and 35 months of age receiving vaccinations at the health department will have 95% of their recommended vaccinations.

Chronic Disease and Injury Prevention

1. Increase access to healthier lifestyle choices in the community.
 - 1.1. Decrease the incidence of youth initiation of smoking by 5% by the year 2020.
 - 1.2. Increase the number of tobacco free outdoor areas by 3 by the year 2020.
 - 1.3. Increase the access to fresh food choices in identified community food deserts by 2 by 2020.
2. Decrease the rate of unintentional injuries. *
 - 2.1. Decrease the rate of animal bites in Canton by 10% by 2020.

Environmental Health and APC

1. Increase compliance with environmental health laws and rules.
 - 1.1. Decrease the number of nuisance complaints in Canton neighborhoods by 20% by 2020.
 - 1.2. Decrease the number of open burning violations by 10% by 2020.
 - 1.3. Keep community informed of environmental laws and rules.

Maternal, Child, and Infant Health

1. Decrease the rate of infant mortality and disparities in birth outcomes. *+
 - 1.1. By 2020, the overall infant mortality rate in Stark County will decrease to less than 6 infant deaths per 1,000 live births. (Healthy People 2020 goal)
 - 1.2. By 2020, decrease by more than 50% the disparity between black and white infant mortality rates.
 - 1.3. By 2020, decrease by more than 50% the disparity in gestational age observed in black and white infants.
 - 1.4. By 2020, decrease by more than 50% the observed disparity in birthweight observed in black and white infants.
2. Promote WIC services throughout Stark County to increase total WIC caseload by 2%.
 - 2.1. Expand on the annual WIC Community Partners Forum by increase the number of community partners by two by December 31, 2017.
 - 2.2. Implement a WIC Peer Helper Facebook page by March 31, 2018.

Access to Health Care and Clinic Services

1. Increase use of billable clinic services.
 - 1.1. By 2019 increase the number of insurance providers under contract with the health department by two.
 - 1.2. By December 31, 2017 establish a fee schedule and bill for STI clinic services.
2. Improve Access to transportation services. +
 - 2.1. Partner with at least one program providing transportation services to individuals needing transportation for preventative medical care.
 - 2.2. By 2018 update the department website to make it easier for use.

Foundational Services

1. Increase marketing of the department and its services.
 - 1.1. Publish at least four articles about the health department in print and online media of general circulation each year.
 - 1.2. Develop and publish a quarterly newsletter for use by the neighborhood association on health department activities.
 - 1.3. By 12/31/2018 redesign the department website to make it more interactive, user friendly, and easier to find relevant information.
 - 1.4. Implement a comprehensive department communication plan that includes a branding policy and use guidelines by 9/30/2017.
 - 1.5. Sponsor at least one community event (like a food collection day) for staff participation each year starting by 12/31/2017.
2. Increase use of fiscal services and tools provided by the City of Canton.
 - 2.1. Implement paperless leave and reporting system by 12/31/2017.
 - 2.2. Implement time and activity reporting module in Kronos system to replace current T&E system by 12/31/2017.
 - 2.3. Provide report and read only access to leadership staff of fiscal account system (New World) by 12/31/2017.
3. Improve information sharing for internal staff use on department's community partnerships
 - 3.1. Provide a report to the DLT meeting on a quarterly basis on the number of community partnerships that health department staff are participating in.
 - 3.2. Create an agency wide database or list of community partnerships and relevant contact information.
4. Foster a "Culture of Quality" in the department.
 - 4.1. Fully implement the department quality improvement plan by October 1, 2017.
 - 4.2. Highlight at least two quality improvement projects at annual all staff meeting.
5. Provide high quality and relevant internal staff communication
 - 5.1. Implement a department Intranet by December 31, 2017.
 - 5.2. Hold at least 2 all staff meetings each calendar year.
 - 5.3. Each division will hold at least one full or partial staff development day calendar year starting in 2018.
 - 5.4. Health Commissioner with post at least 2 "all staff" communications each month.
6. Effectively utilize technology services within the department.
 - 6.1. Utilize Office 365 services by implementing the following services by 2018; OneDrive for Business, Yammer, Microsoft Teams, SharePoint.
 - 6.2. Fully catalog and document databases in use in department.
 - 6.3. Implement a time and effort reporting system that is integrated with the time accounting system approved by the City Auditor by December 31, 2017.
7. Provide excellent customer service.
 - 7.1. All staff will complete at least one staff training related to customer service (as approved by their supervisor every two years.

8. Provide a facility that can better serve the public and enhance work environment for staff.
 - 8.1. Implement a schedule for regular staff safety drills (fire, active shooter, severe weather) by January 1, 2018.
 - 8.2. Assure that all staff have basic situational awareness training by January 1, 2018.
 - 8.3. Improve the external and internal signage for the department, by March 31, 2018.
 - 8.4. Provide paint updates to most areas of department and update the floor carpet by July 1, 2018
 - 8.5. Remodel WIC and clinic areas to be more efficient and safe for clients by December 31, 2018

Staff Development

1. Streamline training and development programs for employees.
 - 1.1. Develop a new hire training guide by December 31, 2018.
 - 1.2. Document a plan for annual staff training to include required and optional training modules by 12/2017.
 - 1.3. Complete at least 90% of annual staff performance reviews within 30 days of the employee's anniversary date.
 - 1.4. 85% of all staff will have a written individual development plan documented in their annual evaluation by June 30, 2018.
 - 1.5. Establish an in-house network of peer "experts" in various topics to assist other employees by March 31, 2018.
2. Promote staff morale.
 - 8.6. Complete a comprehensive staff satisfaction survey at least once each calendar year starting in 2017.
 - 8.7. Implement a policy to complete staff exit interviews by December 31, 2017.
 - 8.8. Implement an employee wellness policy by March 31, 2018.
 - 8.9. Host an all staff "family fun day" by 12/31/2018.

Communication and Evaluation Plan

The strategic plan will be used to guide specific division work plans. Work plans will incorporate the specific objectives and goals as delineated in the Action Plan (see Appendix A). Copies of the strategic plan will be posted on the department website and made available to distribution to staff, Board of Health members, and the public as requested.

The objectives and goals in this strategic plan will be incorporated into the department's performance management system. The performance management system is described in policy 800-999. See that document for further information on tracking, reporting, and updating of the strategic plan and associated action plan.

Appendix A – Action Plan

This appendix is under development at this time.

Appendix B – Strategic Planning Workgroup Members and Meeting Schedule

To be completed as part of the final document.

Resolution 2017-12

A resolution by the Board of Health of the Canton City Health District, amending section 207.21 Healthcare and Life Insurance Coverage; Eye and Dental Benefits of the Canton City Health Code

BE IT RESOLVED that section 207.21 of the Canton City Health Code be amended to read as follows:

207.21 HEALTH CARE AND LIFE INSURANCE COVERAGE; EYE AND DENTAL BENEFITS.

- (a) The Board shall provide health insurance coverage, including a co-payment prescription plan for all full-time employees who have been in the employ of the Board for ninety days.
- (b) The Board shall provide for a minimum of twenty thousand dollars (\$20,000) term life insurance including accidental death and dismemberment for all full-time employees who have been in the employ of the Board for ninety days.
- (c) The Board shall provide eye and dental benefits for all full-time employees who have been in the employ of the Board for ninety days.
- (d) The foregoing benefits shall be subject to the terms and conditions of the City of Canton self-insurance program and/or insuring agreements between the City of Canton and insurance carriers, where applicable. (Res. 01-2002. Passed 11-25-02.)
- (e) The foregoing benefits shall be provided to each eligible employee with the employee's deduction for premium contributions not to exceed the amount established by the City of Canton health care plan administrator. (Res. 5/2009. Passed 12-14-09.)

BE IT FUTHER RESOLVED that this resolution is necessary for the efficient operation of the health department and will become effective on July 24, 2017.

ADOPTED by the Board of Health of the Canton City Health District this **26th** day of **June, 2017**.

APPROVED

President, Canton City Board of Health

ATTEST

Secretary, Canton City Board of Health



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting
Monday, June 26, 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 – **No report**
11. Quality Improvement Team – **No report**

Canton City Health Department

May 2017 Report (Meeting 6/26/17)

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	6	21	129
Tuberculosis (TB) Mantoux	8	26	76
Travel	4	23	108
S.T.I.	8	76	425
C.T.S.	6	7	39
Field/Outreach Testing		1	2
Crew Testing	0	0	0

DENTAL SEALANT PROGRAM

	Students Screened	YTD Screened	Students Sealed	YTD Sealed
Dental Sealants	156	1484	102	867

HIV TESTING

	Month	YTD	HIV+ Month	HIV+ YTD
Tests Performed	54	308	0	4
Results Given	52	301	0	4

HIV INFECTION

	Month	YTD	Total HIV Infected	Deaths for Month	Deaths for Year	Total Living with HIV Infection
Canton City	0	8	410	0	0	395
Stark County*	1	3	581	0	0	576

* 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			0	18
STD/HIV Programs (Quest) – Goal 8 programs per year				
Communicable Disease Programs	2	2	45	45
Health Promotions / Fairs (Goodwill Parenting talks)	1	8	12	184
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	2	35		
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]	12	25		

**WIC Division
Monthly Caseload Report**

Assigned Caseload for Canton WIC FY17: 2, 496

Assigned Stark Project Caseload FY16: 6,547

WIC Fiscal Year 2017 October 2016 – September 2017		
	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
February 2017	2,196	6,009
March 2017	2,186	5,922
April 2017	2,231	5,917
May 2017	2,251	5,924

Canton City Health Department

June 2017 Report (Meeting 06/26/2017)

WIC DIVISION

1. WIC Breastfeeding Support- possible breach of information (May 2017)

- a. Per the State WIC Policy and Procedure Manual (PPM), breastfeeding support should be available to participants outside of normal working hours.
 - i. The Stark WIC Project has used lockboxes to transport breastfeeding support call documents.
 1. A lockbox was discovered missing from an employee's vehicle on May 30, 2017.
 - ii. Follow-up steps included: incident reporting to the State WIC Office, filing of a Police Report, conferring with the City Law Department, notifying program participants that may have been affected, and terminating the use of lockboxes/document transportation out of office until further notice.
 1. This was not a HIPAA breach.
 2. A policy is being drafted to detail allowable, after-hours support documentation.

2. Highlights from the Stark WIC Project Staff Retreat on June 16, 2017

- a. Situational Awareness Training – included personal protection and active shooter awareness tactics and skills.
- b. Additional retreat activities were developed using feedback from the 2016 Meeting (staff requested sessions on stress management, staff morale, customer service, and team building).
 - i. "Taking Care of Stark County" Breakout sessions-staff teams brainstormed ideas on how to improve staff morale/teamwork along with clinic caseload/ outreach; Staff were also asked to identify trainings needed for improved customer service.
 - ii. "Taking Care of You" Breakout sessions- staff rotated between stations focused on self-care and stress relief. The stations included: Essential Oils, Yoga, Walking, and "Let Me Know: Work Questions/Concerns".
- c. Post-retreat evaluations were extremely positive!
 - i. In fact, the Situational Awareness Training was given the highest score by ALL attendees!
 1. Many staff requested that this become an on-going training.

3. WIC Farmer's Market Activities and Events

- a. Staff has been advertising upcoming events and WIC Farmer's Market distributions began in Alliance on June 17th.
- b. New events will be held at three (3) of our four (4) Agencies, with the Canton City Event tentatively scheduled for July 26th...stay tuned!

Canton City Health Department

May 2017 (Meeting 6/26/2017)

LABORATORY

Program	Samples Tested	Samples Positive	Proficiency Testing	YTD Samples Tested	YTD Samples Positive	Proficiency Testing
WATER:						
Private	115	36	0	607	175	0
Public	43	12	21	216	31	21
Commercial	0	0	0	1	0	0
Other	5	5	0	5	5	0
FOOD SERVICES:						
Frozen Desserts	27	5	0	146	23	0
Other Exams	0	0	0	0	0	0
CLINICAL:						
Gonorrhea-smear	13	3	0	94	15	5
N.G.U.	13	8	0	94	58	0
Gonorrhea-culture	43	3	0	271	14	5
Oxidase Reflex	36	5	0	203	23	2
Culture Gram Stain Reflex	5	5	0	23	21	2
Sugar Confirmation Reflex	5	3	0	22	14	2
Gonorrhea-Gene amp.	50	1	0	287	10	5
Chlamydia-Gene amp.	50	7	0	287	27	5
Syphilis Serology Qualitati	54	0	0	327	12	5
Syphilis Serology Quantita	0	0	0	12	12	3
Candida	17	3	0	108	14	2
Gardnerella	17	10	0	108	51	2
Trichomonas	17	1	0	108	16	2
Pregnancy-urine	3	0	0	22	0	1
HIV screen	54	0	0	308	4	2
Blood Lead	0	0	0	28	1	2
MISCELLANEOUS:						
Pollen counts	21	21	0	34	34	0
Other Exams	2	2	0	4	3	0
Misc. (insects, etc.)	0	0	0	3	1	0

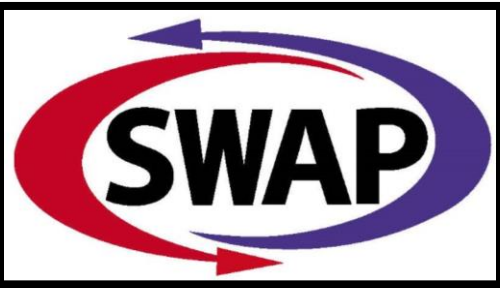
EPI GRAM May, 2017

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.



Monthly Highlight: SWAP (Stark Wide Approach to Prevention) to Open Friday, June 23, 2017



The Canton City Health Department will open its doors for SWAP (Stark Wide Approach to Prevention) for the first time on Friday, June 23, 2017. SWAP is a harm reduction program initiated by the health department as a result of significant increases in Hepatitis C and the potential for HIV infections. From 2010 to 2016, Stark County has seen a 37.4% increase in the total number of newly diagnosed Hepatitis C cases. And although the “Baby Boomers” are considered a high risk demographic, Stark County has seen a significantly larger rate increase of 303% in our 25-34 year olds since 2010, most likely due to injection drug use.

The purpose of SWAP is to provide new syringes and collect used syringes from injection drug users to reduce transmission of bloodborne diseases and protect the community at large from risk of improperly disposed of needles.

In addition to providing new syringes, SWAP will provide a range of public health services, including referrals for mental health and substance use services, education for wound care and prevention of sexually transmitted diseases, and distribution of naloxone, a medication that can reverse an opioid overdose.

Syringe access programs have been proven to reduce the transmission of disease, remove countless syringes from communities, reduce risk behaviors of injection drug users, increase the number of participants entering treatment and provide safe and consistent resources to dispose of used syringes for the safety of law enforcement, EMS responders, sanitation workers and the general public.

SWAP will take place every Friday afternoon from 2 p.m. – 4 p.m. at the Canton City Health Department. No appointments are needed. For additional information, contact the Nursing Department at (330) 489-3322.

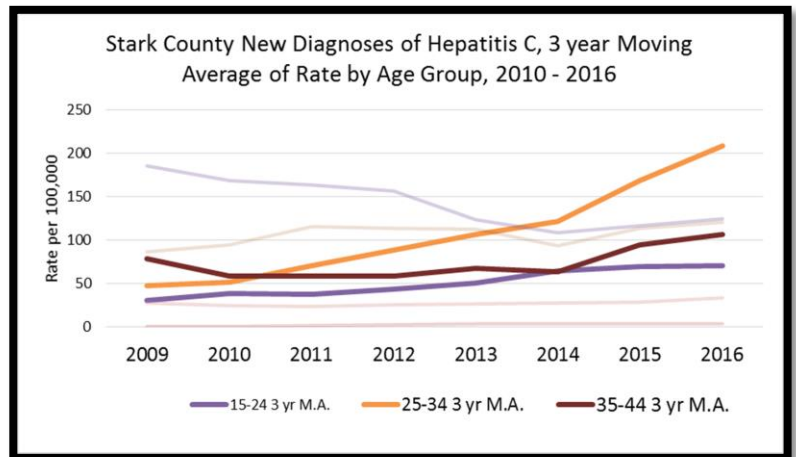


Table 1 Summary of Air Quality Index, Pollen, and Mold Counts for Stark County, Ohio, including historical data.

	May 2017				June 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	718	25	65	N/A	300	32.5	4	N/A
Mold Count	6500	325	1300	(1) Moderate	6190	2195	410	Low
Air Quality Index	87	31	46	(6) Moderate	92	33	56.5	(11) Moderate

**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

	May 2017	YTD 2017	2016
Live Births	245	1247	4190
Births to Teens	17	95	263
Deaths	249	1807	4356

* Birth and death data may include non county residents.

Table 3 Stark County Crude Birth Rate and Death Rates

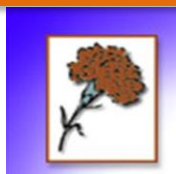
	2011	2012	2013	2014	2015
Birth	10.8	10.9	11.2	12.0	12.3
Death	11.3	11.4	11.3	11.4	11.6

*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	
	May	YTD	May	YTD	May	YTD	May	YTD	May	YTD
Amebiasis	0	0	0	0	0	1	0	0	0	1
Babesiosis	0	0	0	0	0	0	1	1	1	1
Campylobacteriosis	0	0	2	10	0	0	1	16	3	26
Chlamydia infection	13	48	60	337	18	94	58	284	149	763
Cryptosporidiosis	0	0	0	1	0	1	1	8	1	10
E. coli, Shiga Toxin-Producing	0	0	0	1	0	0	0	2	0	3
Giardiasis	0	0	0	0	0	1	0	6	0	7
Gonococcal infection	1	7	33	149	3	19	14	64	51	239
Haemophilus influenzae	0	0	0	1	0	0	1	4	1	5
Hepatitis A	0	0	0	0	0	1	0	4	0	5
Hepatitis B - Perinatal Infection	0	0	0	0	0	0	1	3	1	3
Hepatitis B - acute	0	1	2	2	0	0	0	0	2	3
Hepatitis B - chronic	0	0	0	8	1	2	3	16	4	26
Hepatitis C - acute	0	0	0	1	0	0	0	0	0	1
Hepatitis C - chronic	2	18	8	55	3	16	13	61	26	150
Immigrant Investigation	0	0	0	0	0	0	0	1	0	1
Influenza-associated hospitalization	0	18	1	81	0	21	1	164	2	284
Legionellosis	0	1	0	1	0	0	1	1	1	3
Lyme Disease	0	0	0	0	0	0	1	6	1	6
Meningitis - aseptic/viral	0	0	2	5	0	0	2	8	4	13
Mumps	0	0	0	1	0	0	0	1	0	2
Pertussis	0	0	0	1	0	0	2	5	2	6
Salmonellosis	0	1	0	2	0	0	2	7	2	10
Shigellosis	0	0	0	1	0	0	1	2	1	3
Spotted Fever Rickettsiosis, including Rocky Mountain spotted fever (RMSF)	0	0	0	0	0	0	0	1	0	1
Streptococcal - Group A -invasive	0	0	0	3	2	2	2	10	4	15
Streptococcal - Group B - in newborn	0	0	0	0	0	0	0	1	0	1
Streptococcus pneumoniae - invasive antibiotic resistance unknown or non-resistant	0	2	0	5	0	2	1	9	1	18
Streptococcus pneumoniae - invasive antibiotic resistant/intermediate	0	2	0	3	1	3	0	2	1	10
Syphilis, Total	0	2	0	2	0	1	2	7	2	12
> Syphilis, Primary, Secondary and Early Latent (Not included in totals)	0	1	0	0	0	1	0	1	0	3
Tuberculosis	0	0	1	1	0	0	2	2	3	3
Varicella	0	0	0	2	0	0	1	2	1	4
Vibriosis (not cholera)	0	0	0	0	0	0	0	2	0	2
Yersiniosis	0	0	0	1	0	0	0	5	0	6
Totals	16	100	109	674	28	164	111	705	264	1643

Source: Ohio Disease Reporting System, downloaded 06/19/2017.



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

Table 5 – Summary Table of Diseases Reported in the Previous 5 years within Stark County (Provisional Data)

	May-17	May-16	YTD 2017	YTD 2016	All of 2016	5 Yr Annual Average	Rate
Amebiasis	0	0	1	0	0	0.2	0.053
Anaplasmosis	0	0	0	0	1	0.4	0.107
Babesiosis	1	0	1	0	0	0.2	0.053
Brucellosis	0	0	0	0	0	0.2	0.053
Campylobacteriosis	3	3	26	24	83	69.4	18.499
Chlamydia	149	147	763	786	1899	1611.4	429.518
Coccidioidomycosis	0	0	0	0	1	0.6	0.160
Creutzfeldt-Jakob Disease	0	0	0	0	2	0.6	0.160
Cryptosporidiosis	1	2	10	9	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	3	3	6	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	0	1	7	9	25	28.6	7.623
Gonorrhea	51	42	239	279	678	594.8	158.544
Haemophilus influenzae , Invasive	1	1	5	3	5	6.8	1.813
Hemolytic Uremic Syndrome (HUS)	0	0	0	0	0	0.2	0.053
Hepatitis A	0	0	5	0	3	6.2	1.653
Hepatitis B, Perinatal	1	0	3	0	3	1.6	0.426
Hepatitis B, Acute	2	1	3	2	4	4.8	1.279
Hepatitis B, Chronic	4	7	26	24	55	39.2	10.449
Hepatitis C, Acute	0	0	1	3	7	7.0	1.866
Hepatitis C, Chronic	26	21	150	118	328	279.0	74.367
Hepatitis E	0	0	0	1	1	0.2	0.053
Influenza-associated hospitalization	2	7	284	158	196	273.8	72.981
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	1	0	3	2	16	15.6	4.158
Listeriosis	0	0	0	1	1	1.2	0.320
Lyme Disease	1	1	6	8	26	16.4	4.371
Malaria	0	0	0	1	1	0.6	0.160
Measles (indigenous to Ohio)	0	0	0	1	1	2.0	0.533
Meningitis, Aseptic	4	0	13	7	30	28.4	7.570
Meningitis, Other Bacterial	0	0	0	1	5	3.8	1.013
Meningococcal Disease	0	0	0	0	0	1.0	0.267
Mumps	0	1	2	2	2	2.4	0.640
Pertussis	2	0	6	11	31	37.4	9.969
Q fever, acute	0	0	0	0	0	0.4	0.107
Q fever, chronic	0	0	0	0	0	0.0	0.000
Salmonellosis	2	2	10	13	51	44.8	11.941
Shigellosis	1	0	3	1	8	35.6	9.489
Spotted Fever Rickettsiosis	0	0	1	0	0	0.0	0.000
Staphylococcal aureus - intermediate resistance to vancomycin (VISA)	0	0	0	1	1	0.2	0.053
Streptococcal Dis, Group A, Invasive	4	1	15	5	10	12.8	3.412
Streptococcal Dis, Group B, in Newborn	0	0	1	0	4	1.8	0.480
Streptococcal Toxic Shock Syndrome	0	0	0	0	1	1.0	0.267
Streptococcus pneumoniae - invasive antibiotic resistance unknown or non-resistant	1	8	18	29	37	36.0	9.596
Streptococcus pneumo - inv antibiotic resistant/intermediate	1	2	10	12	16	117.8	4.745
Syphilis, Total	2	1	12	8	21	12.0	3.195
➤ Syphilis, Primary, Secondary and Early Latent	0	0	3	4	15	7.6	2.024
Toxic Shock Syndrome (TSS)	0	0	0	0	0	0.8	0.213
Tuberculosis	3	0	3	0	2	1.2	0.320
Thyphoid Fever	0	0	0	0	0	0.4	0.107
Varicella	1	2	4	21	35	29.4	7.837
Vibriosis - other (not cholera)	0	0	2	2	4	1.8	0.480
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	0	1	6	3	9	4.6	1.226
Zika virus infection	0	0	0	3	5	1.0	0.267

Source: Ohio Disease Reporting System, downloaded 06/19/2017. Rates are per 100K population and based on 5 yr average incidence '12-'16.

Canton City Health Department

April Report (Meeting 6/26/2017)

ENVIRONMENTAL HEALTH

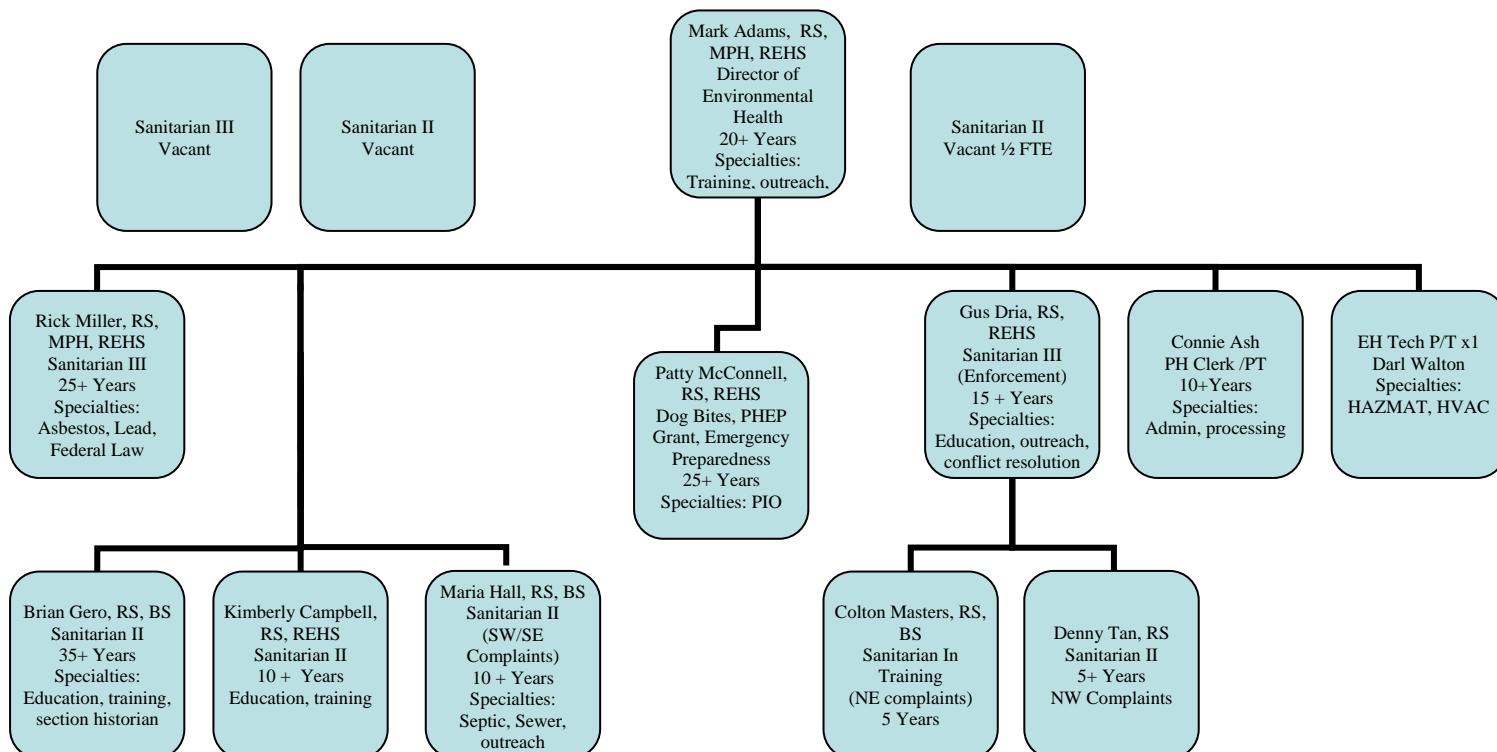
Environmental Summary Numbers (Activity Comparison)

Summary Statistics	2017	2016	2015	2014	2013
Nuisance Activities	218	368	689	743	902
Food Service Activities	138	185	87	88	139
Animal Bite Activities	59	80	77	84	46

Nuisance Section (Community Services) – You may notice the trend of fewer activities in nuisance? Well that's because we clean up cases faster than they can become a case or hazard. It's all part of cleaning up Canton and spending our time wisely in the field in the community rather than behind the desk as in the past.

Food Protection (Consumer Services and Licensing Activities) – Food Survey

Indoor Environmental Protection (Special Services) – Discussions on ending the lead program.



Canton City Health Department

May 2017 Report (Meeting 06/26/17)

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	3	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
Lead	Undetermined	1*	2*	Republic Steel

- *Monitoring Network Details:*

- *Although one lead monitor is required at the Republic Steel monitoring, we are operating two monitors on alternating 1 in 6 day schedules so that a sample is collected every 3rd day. The use of two monitors allows for fewer staff hours on weekends. Sample collection began 6/6/2017. This is a source-oriented site that is required per Republic Steel's air permit that was effective 12/2/2016.

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	April 2013	April 2014	April 2015	April 2016	April 2017
#1 Health Department	8.9	8.6	8.5	6.7	4.9
#15 Fire Station #8	9.6	9.6	10.1	8.2	6.0

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	May 2013	May 2014	May 2015	May 2016	May 2017
# of AQI Reporting Days	23	21	20	21	19
Highest AQI Value	85	57	94	122	71
# of Days in Good Category	19	19	16	15	13
# of Days in Moderate Category	4	2	4	4	6
# of Days in Unhealthy For Sensitive Groups Category	0	0	0	2	0
# of Days in Unhealthy Category	0	0	0	0	0

APC Compliance Monitoring Activities

May 2017

Activity	Month Totals					Quarter Goal	Quarter Totals		CYTD Totals	
	OB	Asb	Fac	Ot	Total					
INSPECTIONS										
1. High Priority facilities inspected (FCE)	1					3	2		5	
2. High Priority facility Site Visits conducted	6						14		22	
3. Non-High Priority facilities inspected	0					0	0		0	
4. Non-High Priority facility Site Visits conducted	2						4		8	
5. Site Visits conducted at Non-Facilities	2						9		12	
6. Performance tests observed	3						4		6	
7. Opacity observations made	2						8		9	
8. Anti-tampering inspections	0					1	0		1	
COMPLAINTS										
	Received		Investigated				Recd	Inv	Recd	Inv
9. Complaints received & investigated (total of a-e)	47		36				78	73	118	103
a. Open burning	37		26				55	50	83	69
b. Related to a High Priority Facility	3		3				12	12	15	15
c. Related to a Non-High Priority Facility	1		1				2	2	4	4
d. Asbestos	0		0				0	0	2	2
e. Other	6		6				9	9	14	13
ASBESTOS										
10. Demo/Renovation notifications received	14						23		75	
11. Demo/Renovation inspections performed	0					15%	5		17	
12. Non-Notifier inspections performed	0						2		3	
13. Asbestos Landfill inspection performed	0					0	0		0	
OPEN BURNING ISSUANCE										
	Received		Issued				Recd	Issd	Recd	Issd
14. Open Burning Notifications	0		0				2	2	3	3
15. Open Burning Permissions	0		0				0	0	3	3
ENFORCEMENT										
	OB	Asb	Fac	Ot	Total					
16. Warning actions taken	1	0	1	0	2		5		11	
17. General NC enforcement actions taken	7	2	1	0	10		26		40	
18. Significant NC enforcement actions taken	3	0	1	0	4		4		10	
19. GNC Resolved without further action – Local	7	2	0	0	9		24		42	
20. SNC Resolved without further action – Local/OEPA	0	0	0	0	0		2		4	
21. Enforcement Action Referral to Ohio EPA	0	0	0	0	0		0		3	
22. Final Enforcement Action Issued by OEPA/AGO	1	0	0	0	1		1		4	

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

SIGNIFICANT COMPLIANCE MONITORING DETAILS:

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

- 05/01/17: Courtney Rusnak sent a significant Notice of Violation (NOV) letter to Troyer Construction for the violation of open burning of construction material for disposal purposes at 9191 Coblenz Ave, Lake Township. A compliance plan was requested from Troyer Construction that was due on May 19, 2017. This compliance plan has not been received by Canton APC as of end of May.
- 05/02/17: Courtney Rusnak sent a significant Notice of Violation (NOV) letter to FPT Metals, Massillon, Ohio for the violation of open burning of materials during their torch cutting process. Materials were still burning and left to burn after the torch cutting had been completed. The NOV requested a compliance plan. Courtney Rusnak received a compliance plan from Kristy Boismier, Executive Director, FPT Cleveland LLC on May 18, 2017. This site will be monitored to ensure effective of the compliance plan to prevent further violations.
- 05/08/17: Greg Clark and Ron Jones were at Title V facility, Republic Steel, located at 2633 8th St NE, Canton, to witness a performance test to verify the repairs made to the Meltshop were effective required as part of Director's Findings and Orders that resulted from an enforcement action. Qualified contractors were on site to take USEPA Method 9 opacity readings from both the east and west side of the Meltshop. Greg and the contractor saw no visible emissions with the exception of three small puffs of maybe 5% opacity. However, it was discovered after the fact that the Meltshop roof canopy dampers were not operating correctly. One was giving erroneous readings as to per cent open and the other was jammed and could not move. Republic Steel is in the process of correcting these situations and a re-test is anticipated.
- 05/17/17: Ohio EPA Director's Final Findings and Orders were issued to Corey Kyler of Kyler Excavating to resolve open burning violations that occurred in September 2016, as discussed in the October 2016 Board Report. The F&Os included a \$500 civil penalty, of which \$125 will be paid to Canton during FFY2019 (two years from now).
- 05/25/17: David Hampton, Courtney Rusnak, Jaclyn Hupp, and Linda Morckel were on site at FEPTIO facility, Ohio Tar and Asphalt division of Central Allied, located at 2905 Columbus Rd NE, Canton, to observe a stack test of their Batch Mix asphalt batch plant equipment. The pollutants tested were PE, VOC, and CO. This was a retest after repairs to their control equipment were made for the failed PE test that was conducted in October 2016 and retest of the invalid tests for VOC and CO that was conducted in October 2016. The test report is due on 06/25/17.
- 05/31/17: Courtney Rusnak sent a significant Notice of Violation (NOV) letter to occupant, Alexander Dieguez, and owners, David and Cheryl Krakora of 14101 Ravenna Ave, Marlboro Township for the repeat violation of open burning for disposal purposes. A compliance plan was requested from both the occupant and the owners.
- May 2017: Three (3) separate air pollution complaints were received from the community regarding Title V facility, Republic Steel, located at 2633 8th St NE, Canton. All 3 complaints were investigated with initial site visits, as well as 5 additional site visit observations and various other drive-by inspections. Two (2) complaints were regarding metallic odors, and one (1) complaint was regarding dust on their house, which samples were collected for qualitative analysis. During the site visits on 05/08/17 and 05/12/17, two (2) separate opacity observations were made using Method 9 on the visible emissions coming from the facility. The opacity observations were in violation of the facility's permit requirements. A significant Notice of Violation (NOV) letter for the April and May opacity violations was sent to Republic Steel on 05/23/17 including a request for a compliance plan. The complaints are still under investigation and we continue to receive new complaints for investigation.

- May 2017: The City of Canton Fire Department (CCFD) sends notices to APC almost daily of open burns that occurred that didn't have a CCFD burn permit, which are documented as complaints received. Since CCFD has stricter rules than Ohio EPA, most of the time these burns are not a violation of Ohio EPA rules. Starting in May 2017, APC started a new policy to not investigate CCFD referred open burns if the notification indicates no violation of Ohio EPA rules. Therefore, there will be more open burn complaints received than investigated.

PERSONNEL:

- 05/22/17: The Board approved the hire of Anthony Raymond and Alexander Nupp as two (2) APC Technicians, Part-time, Summer Season (aka Summer Technicians). Both started on work on 05/23/17.

PERMITTING:

Summary of Permit Activity for May 2017

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

GRAND TOTAL	2	1	2
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*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)~	1	6
NTVPTIO-Renewal (backlogged)~	3	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	1	1	1	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 01/01/2017.

- Permit Issuance Goals and Status:* The quantity of installation permit applications has reduced, so we have been able to focus on processing the renewal permits in the month of May, which are more time consuming. 1 TVPTO for Timken Gambirinus Steel Plant was issued PP in May; we are waiting the completion of the 45 day USEPA comment period and anticipate its Final issuance in June. There are some backlogged permit reviews on Terri's to-do list that will need to be prioritized to get completed next month to maintain our performance. All staff members are working very hard toward achieving their goals.

Facility Universe in Stark County (APC Jurisdiction)

	April 2017 End Balance	Facilities shutdown in May 2017	New Facilities in May 2017	Facilities changed type in May 2017	May 2017 End Balance
# of Title V Facilities	20	0	0	0	20
# of FEPTIO Facilities	20	0	0	0	20
# of NTV Facilities	181	0	0	0	181
# of PBR Facilities	280	0	0	0	280

Canton City Health Department

May Report 2017(Meeting 05/22/2017)

VITAL STATISTICS

Certificates Issued	MAY 2017	2017 YTD	2016 YTD
Death Certificates Issued	509	2,427	2,160
Birth Certificates Issued	753	3,733	3,389

*Births Total Residents & Nonresidents	MAY 2017	2017 YTD	2017 YTD
Births	312	1,608	
Unmarried Parent Births	136	793	49%
Births to Mothers aged 14 and under	-	-	-
Births to Mothers aged 15 - 17	6	33	2%
Births to Mothers aged 18 - 19	15	87	5%
Births to Mothers aged 20 - 24	65	383	24%
Births to Mothers aged 25 - 29	120	563	35%
Births to Mothers aged 30 - 34	73	363	23%
Births to Mothers aged 35 - 39	29	152	9%
Births to Mothers aged 40 - 44	4	27	2%
Births to Mothers aged 45 and over	-	-	-

Deaths in Canton City	MAY 2017	2017 YTD	YTD Male	YTD Female
Total	132	777	54%	46%
Deaths aged 0 - 9	2	8	75%	25%
Deaths aged 10 - 19	-	-	-	-
Deaths aged 20 - 29	4	19	79%	21%
Deaths aged 30 - 39	2	10	80%	20%
Deaths aged 40 - 49	2	26	58%	42%
Deaths aged 50 - 59	11	89	56%	44%
Deaths aged 60 - 69	37	184	63%	37%
Deaths aged 70 - 79	27	158	56%	44%
Deaths aged 80 and over	47	283	43%	57%

Based on the number of births and deaths registered for the month of May 2017.

City of Canton
Statement Of Cash Position

Report Date: 05/31/2017

Fund	Beginning Balance	M-T-D Revenues	Y-T-D Revenues	M-T-D Expenses	Y-T-D Expenses	Unexpended Balance	Outstanding Encumbrances	Ending Balance
Fund Category: 1 - Governmental Funds								
Fund Type: 12 - Special Revenue Funds								
2312 - V.D. - I03 Gonorrhea (VD)	\$149,482.63	\$1,868.94	\$12,275.86	\$2,274.79	\$10,439.95	\$151,318.54	\$6,623.48	\$144,695.06
2313 - Local Health Dept Prev Support	\$176,731.04	\$0.00	\$28,813.39	\$2,957.61	\$21,362.92	\$184,181.51	\$17,150.12	\$167,031.39
2314 - Family Health (476)	\$1,328,616.75	\$34,039.91	\$1,519,754.25	\$31,617.82	\$177,278.39	\$2,671,092.61	\$602,095.27	\$2,068,997.34
2315 - HTLV Antibody (Aids)	\$5,572.32	\$0.00	\$0.00	\$0.00	\$0.00	\$5,572.32	\$2,100.00	\$3,472.32
2316 - WIC Supplemental Health - FY 77	\$345,341.41	\$58,805.53	\$470,948.47	\$53,266.96	\$442,140.14	\$374,149.74	\$167,076.49	\$207,073.25
2317 - Local Health Assess & Accred Fnd	\$19,192.82	\$0.00	\$0.00	\$45.00	\$45.00	\$19,147.82	\$0.00	\$19,147.82
2318 - Local Aids Prevention	\$352,968.27	\$24,830.46	\$130,938.94	\$19,788.49	\$111,370.16	\$372,537.05	\$111,578.81	\$260,958.24
2319 - Aids Home Health Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2320 - Nursing Clinic Activity Fund	\$296,056.83	\$16,321.11	\$102,923.95	\$11,673.26	\$42,785.42	\$356,195.36	\$12,126.28	\$344,069.08
2321 - Immunization Action Grant	\$141,993.06	\$2,366.54	\$17,828.88	\$5,879.45	\$39,797.93	\$120,024.01	\$31,734.02	\$88,289.99
2322 - Dental Sealant 132T Grant	\$149,358.44	\$3,553.00	\$31,435.03	\$6,713.35	\$33,893.53	\$146,899.94	\$15,260.65	\$131,639.29
2323 - Personal Responsibility Ed Pr Fd	\$27,746.81	\$18,161.32	\$76,786.92	\$9,087.82	\$52,723.37	\$51,810.36	\$5,120.31	\$46,690.05
2324 - STD Seroprevalence Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2325 - Ohio Early Start	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2326 - Healthy Start	\$12,174.31	\$0.00	\$0.00	\$0.00	\$5,940.00	\$6,234.31	\$0.00	\$6,234.31
2327 - Lead Assessment Fund	\$17,737.42	\$0.00	\$5,443.21	\$932.13	\$4,066.93	\$19,113.70	\$1,276.47	\$17,837.23
2328 - Public Health Infrastructure	\$46,923.04	\$16,676.58	\$102,542.76	\$21,990.45	\$105,687.66	\$43,778.14	\$75,760.12	(\$31,981.98)
2329 - Smoke Free Ohio	\$23,611.59	\$0.00	\$0.00	\$336.44	\$1,546.73	\$22,064.86	\$900.00	\$21,164.86
2331 - Air Pollution (134)	\$592,653.57	\$5,037.69	\$378,448.69	\$54,783.63	\$301,238.75	\$669,863.51	\$45,135.65	\$624,727.86
2332 - Air Pollution (135)	\$40,258.25	\$688.00	\$688.00	\$3,446.33	\$18,176.95	\$22,769.30	\$0.00	\$22,769.30
2335 - EARLY HEAD START	\$15,797.67	\$1,357.44	\$8,534.19	\$2,114.34	\$10,500.94	\$13,830.92	\$3,196.37	\$10,634.55
2351 - Food Service (055)	\$62,873.52	\$1,771.00	\$241,178.25	\$13,828.07	\$86,932.24	\$217,119.53	\$734.64	\$216,384.89
2352 - Private Water Supply	\$336.50	\$0.00	\$0.00	\$0.00	\$0.00	\$336.50	\$0.00	\$336.50
2353 - Swimming Pool	\$34,502.34	\$820.00	\$5,740.00	\$1,570.39	\$2,946.50	\$37,295.84	\$0.00	\$37,295.84
2354 - Solid Waste Disposal License	\$118,186.61	\$10,126.60	\$44,190.40	\$6,210.15	\$38,106.30	\$124,270.71	\$4,000.00	\$120,270.71
2355 - Infectious Waste Registration	\$5,172.40	\$0.00	\$0.00	\$0.00	\$0.00	\$5,172.40	\$0.00	\$5,172.40

City of Canton
Statement Of Cash Position

Report Date: 05/31/2017

Fund	Beginning Balance	M-T-D Revenues	Y-T-D Revenues	M-T-D Expenses	Y-T-D Expenses	Unexpended Balance	Outstanding Encumbrances	Ending Balance
2356 - Tattoo Parlors	\$18,888.12	\$0.00	\$520.00	\$252.66	\$1,410.72	\$17,997.40	\$0.00	\$17,997.40
Fund Type 12 - Special Revenue Funds Subtotal:	\$3,982,175.72	\$196,424.12	\$3,178,991.19	\$248,769.14	\$1,508,390.53	\$5,652,776.38	\$1,101,868.68	\$4,550,907.70
Fund Category 1 - Governmental Funds Subtotal:	\$3,982,175.72	\$196,424.12	\$3,178,991.19	\$248,769.14	\$1,508,390.53	\$5,652,776.38	\$1,101,868.68	\$4,550,907.70
Grand Total:	\$3,982,175.72	\$196,424.12	\$3,178,991.19	\$248,769.14	\$1,508,390.53	\$5,652,776.38	\$1,101,868.68	\$4,550,907.70

City of Canton
Budget by Fund Category Report

05/31/2017

Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
1 - Governmental Funds									
Revenue									
52 - Licenses and permits	\$237,100.00	\$0.00	\$237,100.00	\$11,341.00	\$0.00	\$273,688.25	(\$36,588.25)	115%	\$252,525.89
53 - Intergovernmental revenue	\$4,950,033.00	\$0.00	\$4,950,033.00	\$168,010.41	\$0.00	\$2,800,782.21	\$2,149,250.79	57%	\$4,759,197.21
54 - Charges for services	\$273,100.00	\$0.00	\$273,100.00	\$16,604.71	\$0.00	\$103,184.67	\$169,915.33	38%	\$219,105.85
56 - Other misc revenue	\$0.00	\$0.00	\$0.00	\$468.00	\$0.00	\$1,336.06	(\$1,336.06)	+++	\$4,690.74
83 - Transfer in - from other fund	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0%	\$40,000.00
84 - Advance in - from other fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Revenue Totals	\$5,500,233.00	\$0.00	\$5,500,233.00	\$196,424.12	\$0.00	\$3,178,991.19	\$2,321,241.81	58%	\$5,275,519.69
Expense									
61 - Salary and benefits	\$1,950,889.00	\$0.00	\$1,950,889.00	\$139,386.39	\$0.00	\$779,036.35	\$1,171,852.65	40%	\$1,731,961.68
62 - Payroll fringes	\$862,285.00	\$0.00	\$862,285.00	\$31,909.19	\$0.00	\$177,975.73	\$684,309.27	21%	\$730,079.08
70 - Services	\$2,128,071.00	\$559,804.60	\$2,687,875.60	\$42,058.85	\$977,341.88	\$434,619.53	\$1,275,914.19	53%	\$1,410,151.02
71 - Utilities	\$7,944.00	\$2,610.77	\$10,554.77	\$432.20	\$4,599.99	\$1,920.03	\$4,034.75	62%	\$5,392.18
73 - Supplies	\$330,799.00	\$7,607.00	\$338,406.00	\$13,366.79	\$105,052.44	\$52,233.28	\$181,120.28	46%	\$149,896.67
74 - Refunds, claims and reimbursements	\$16,400.00	\$961.77	\$17,361.77	\$1,893.50	\$227.74	\$13,142.42	\$3,991.61	77%	\$14,879.19
75 - Capital Outlay	\$89,407.00	\$20,128.98	\$109,535.98	\$15,972.00	\$0.00	\$21,792.19	\$87,743.79	20%	\$14,283.46
77 - Other	\$86,831.00	\$17,713.31	\$104,544.31	\$3,750.22	\$14,646.63	\$27,671.00	\$62,226.68	40%	\$23,715.09
Revenue Totals:	\$5,500,233.00	\$0.00	\$5,500,233.00	\$196,424.12	\$0.00	\$3,178,991.19	\$2,321,241.81	58%	\$5,275,519.69
Expenditure Totals:	\$5,472,626.00	\$608,826.43	\$6,081,452.43	\$248,769.14	\$1,101,868.68	\$1,508,390.53	\$3,471,193.22	43%	\$4,080,358.37
1 - Governmental Funds Net Totals:	\$27,607.00	(\$608,826.43)	(\$581,219.43)	(\$52,345.02)	(\$1,101,868.68)	\$1,670,600.66	(\$1,149,951.41)		\$1,195,161.32
Revenue Grand Totals:	\$5,500,233.00	\$0.00	\$5,500,233.00	\$196,424.12	\$0.00	\$3,178,991.19	\$2,321,241.81	58%	\$5,275,519.69
Expenditure Grand Totals:	\$5,472,626.00	\$608,826.43	\$6,081,452.43	\$248,769.14	\$1,101,868.68	\$1,508,390.53	\$3,471,193.22	43%	\$4,080,358.37
Grand Totals:	\$27,607.00	(\$608,826.43)	(\$581,219.43)	(\$52,345.02)	(\$1,101,868.68)	\$1,670,600.66	(\$1,149,951.41)		\$1,195,161.32



Budget by Account Classification Report

Through 05/31/17
 Prior Fiscal Year Activity Included
 Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1001 - General Operating									
REVENUE									
Licenses and permits	.00	.00	.00	.00	.00	.00	.00	+++	.00
Intergovernmental revenue	23,000.00	.00	23,000.00	19,920.38	.00	19,920.38	3,079.62	87	24,674.31
Charges for services	440,850.00	.00	440,850.00	37,144.65	.00	204,875.80	235,974.20	46	446,796.95
Fines and forfeitures	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other misc revenue	7,500.00	.00	7,500.00	646.00	.00	4,309.83	3,190.17	57	9,157.60
REVENUE TOTALS	\$471,350.00	\$0.00	\$471,350.00	\$57,711.03	\$0.00	\$229,106.01	\$242,243.99	49%	\$480,628.86
EXPENSE									
Salary and benefits	1,021,770.00	.00	1,021,770.00	68,973.17	.00	405,292.79	616,477.21	40	1,054,745.66
Payroll fringes	442,390.00	.00	442,390.00	15,833.92	.00	137,856.11	304,533.89	31	509,476.83
Services	114,857.00	7,294.29	122,151.29	12,509.10	57,077.01	41,112.12	23,962.16	80	138,263.42
Utilities	39,896.00	1,484.26	41,380.26	2,948.04	26,866.58	14,208.02	305.66	99	36,196.24
Inter-departmental charges	2,009.00	.00	2,009.00	.00	.00	2,009.00	.00	100	2,009.00
Supplies	59,942.00	1,486.59	61,428.59	2,514.97	22,600.16	27,139.39	11,689.04	81	52,373.58
Refunds, claims and reimbursements	290,000.00	1,774.60	291,774.60	327.50	2,380.00	117,241.34	172,153.26	41	262,838.42
Capital Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other	10,371.00	454.74	10,825.74	90.00	335.81	3,027.84	7,462.09	31	5,942.05
Advance out - due to other fund	54,335.00	.00	54,335.00	.00	.00	.00	54,335.00	0	.00
EXPENSE TOTALS	\$2,035,570.00	\$12,494.48	\$2,048,064.48	\$103,196.70	\$109,259.56	\$747,886.61	\$1,190,918.31	42%	\$2,061,845.20
Fund 1001 - General Operating Totals									
REVENUE TOTALS	471,350.00	.00	471,350.00	57,711.03	.00	229,106.01	242,243.99	49%	480,628.86
EXPENSE TOTALS	2,035,570.00	12,494.48	2,048,064.48	103,196.70	109,259.56	747,886.61	1,190,918.31	42%	2,061,845.20
Fund 1001 - General Operating Totals	(\$1,564,220.00)	(\$12,494.48)	(\$1,576,714.48)	(\$45,485.67)	(\$109,259.56)	(\$518,780.60)	(\$948,674.32)		(\$1,581,216.34)
Grand Totals									
REVENUE TOTALS	471,350.00	.00	471,350.00	57,711.03	.00	229,106.01	242,243.99	49%	480,628.86
EXPENSE TOTALS	2,035,570.00	12,494.48	2,048,064.48	103,196.70	109,259.56	747,886.61	1,190,918.31	42%	2,061,845.20
Grand Totals	(\$1,564,220.00)	(\$12,494.48)	(\$1,576,714.48)	(\$45,485.67)	(\$109,259.56)	(\$518,780.60)	(\$948,674.32)		(\$1,581,216.34)



Public Health
Prevent. Promote. Protect.

Canton City Health District

May 2017 Travel

Travel (NO expenses)

Name	Meeting description	Location	Date of meeting
Dria, Gus	Training for FDA ER310 Food Safety	Reynoldsburg	05/16 - 05/17/2017
Gibbs, Pamela	Ohio Community Planning Group meeting	Columbus	05/10/2017
Knight, Robert	OPHA 2017 Accreditation Readiness Training	Columbus	05/15/2017
Knight, Robert	2017 OPHA Accreditation Readiness Training	Columbus	05/31/2017
Malloy, Molly	PREP Strategic Planning Meeting	Pickerington	05/17 - 05/18/2017
McConnell, Patty	Training for Mass Fatalities Response Training	Wooster	05/09 - 05/10/2017
McConnell, Patty	Attend 2017 Statewide Planners	Reynoldsburg	05/23/2017
Roach, Laura	Northeast Region WIC Director Group	Akron	05/12/2017
Thompson, Diane	Fighting Northeast Ohio's Opioid Epidemic	Cleveland	05/05/2017
Thompson, Diane	Pre-Proposal Conference for RFP PREP	Columbus	05/16/2017
Trenger, Kelli	PREP Spring Strategic Planning Meeting	Pickerington	05/18/2017

Travel (WITH expenses)

Name	Meeting description	Location	Date of meeting	Fund and account
Adams, Jim	Ohio Public Health Combined Conference	Worthington, OH	05/15 - 05/17/2017	1001 301001 77220 / 77240
Miller, Dawn	NW Ohio Pathways HUB	Maumee, OH	5/19/2017	2314 301001 77240
Morckel, Linda	Dispersion Modeling	Columbus	05/02 - 05/03/2017	2331 301001 77240
Norman, Sam	Dispersion Modeling	Columbus	05/02 - 05/03/2017	2331 301001 77240
Safreed, Carl	P & E Meetings (Bi-Monthly through Sept.)	Columbus	5/9/2017	2331 301001 77240
Roach, Laura	Adult Spanish Class	Canton, OH	4/13/2017	2316 301001 77220