



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting
Monday, July 24, 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, July 24, 2017 at 12:02 PM with a quorum present.

Dr. Hickman, Miss Snell, Mayor Bernabei and Mr. Wyatt were present. Dr. Lakritz arrived at 12:21 PM. Also present were James Adams and Christi Allen.

Approve June 26, 2017 Board of Health Meeting Minutes

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the June 26, 2017 Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$304,024.19

Ms. Snell moved and Mr. Wyatt seconded a motion to approve the list of bills totaling \$304,024.19. Motion passed unanimously.

Approve Personnel

a. Probationary Period Ending for Sarah Mann, Effective June 27, 2017

Ms. Snell moved and Mr. Wyatt seconded a motion to approve the end of Sarah Mann's probationary period effective June 27, 2017 with a pay increase from \$10.64 an hour to \$10.86 an hour (a \$0.22 increase). Motion passed unanimously.

b. Resignation of Rochelle Reamy, Executive Assistant (R4), Effective July 21, 2017

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the resignation of Rochelle Reamy, Executive Assistant (R4) effective July 21, 2017 with regret. Motion passed unanimously.

c. Promotion of Public Health Clerk II (R2)

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the promotion of Jil Neuman, Public Health Clerk I (R1), to Public Health Clerk II (R2) with a pay increase from \$32,641.00 to \$33,620.23 effective July 25, 2017 and after a satisfactory 90 day probationary period (October 23, 2017) will receive a ½ step increase of \$648.00 to a new salary of \$34,268.23. Motion passed unanimously.

d. Family & Medical Leave Act/Medical Leave of Absence for Janet Copeland

Ms. Snell moved and Mr. Wyatt seconded a motion to approve a family and medical leave absence for Janet Copeland up to 12 weeks beginning June 24, 2017 through September 16, 2017 for unpaid leave. Motion passed unanimously.

Approve Resolutions

a. 2017-11: Approval of Strategic Plan 2020

Ms. Snell moved and Mr. Wyatt seconded a motion to approve resolution 2017-11: Approval of Strategic Plan 2020. Motion passed unanimously.

b. 2017-13: Abatement of Public Nuisances

Mr. Wyatt moved and Ms. Snell seconded a motion to approve resolution 2017-13: Abatement of Public Nuisances. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for July 24, 2017

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the recommendations of the hearing officer for July 24, 2017. Motion passed unanimously.

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Authorize a Contract with Jon Elias, MD as the Health Department's Medical Director for \$13,500.00 for a Period of September 1, 2017 through August 31, 2018 (\$1,000.00 a Month Plus up to \$1,500.00 for Reimbursement for Travel and Training)

Ms. Snell moved and Mr. Wyatt seconded a motion to authorize a contract with Jon Elias, MD as the Health Department's Medical Director for \$13,500.00 for a period of September 1, 2017 through August 31, 2018 (\$1,000.00 a month plus up to \$1,500.00 for reimbursement for travel and training). Motion passed unanimously.

Approve Travel Authorization

- a. Courtney Rusnak, APC Monitoring and Inspections Technician, for Travel from 7/31/17 to 8/4/17, Asbestos Inspector/Management Planner Training in Eastlake, OH at a Cost not to Exceed \$756.40 (2331)
- b. Pamela Gibbs, Health Services Coordinator, for Travel from 7/8/17 to 7/9/17, Grant Requirements and Ohio Community Planning Group Meeting in Columbus, OH at a Cost not to Exceed \$237.13 (2318)
- c. Ashley Archer, WIC Assistant, 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)

Mr. Wyatt moved and Ms. Snell 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 Staff Nurse III posting will close on Friday, July 28, 2017. There will be a Farmer's Market on Wednesday, July 26, 2017 from 10:00am to 2:00pm in front of the Health Department building.
- c. Laboratory – Nothing additional to report.
- d. OPHI/Surveillance – Amanda gave the statistics on the SWAP program for the last 5 weeks: 16 new clients, age of clients: 20 – 53, 100% white (non-Hispanic), 31% female & 69% male, from 7 different zip codes, collected 822 needles, provided 1,090 needles, provided 13 Narcan kits, given 3 HIV tests, 4 request information on wound care.

Dr. Lakritz came in at this time (12:21pm).

- e. THRIVE – THRIVE held a partner appreciation breakfast on July 19, 2017 at Malone College with 125 partners attending. All presentations from this breakfast will be on the Health Department's website. THRIVE also held a Baby Food Buffet in Massillon on July 19, 2017. The annual fishing rodeo, held by the Stark County Fatherhood Coalition, was held on July 8 at Cooks Lagoon with 215 fathers, daughters, sons and other family members attending.
- f. Environmental Health – Nothing additional to report.
- g. Air Pollution Control – Terri gave an update on Republic Steel.
- h. Vital Statistics – Debbie Mazzocca's retirement party will be Friday, July 28, 2017 from 11:30am to 1:30pm.
- i. Fiscal – Nothing additional to report.
- j. Health Commissioner – Jim attended the NACCHO annual conference in Pittsburgh on July 10, 2017. The Health Department held a two day workshop with Kronos on the department's time and effort attending reporting. The Health Department will be moving forward with this project.

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- k. Accreditation Team – We will submit our accreditation application in early August 2017.
- l. Quality Improvement – The first QI project will begin in August.

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

Other Business

There was no other business.

Announcement of Next Meeting: Monday, August 28, 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, August 28, 2017 at 12:00 PM.

Adjourn

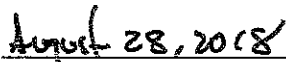
Mr. Wyatt moved and Ms. Snell seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 12:39 PM.



President of the Board of Health



Secretary to the Board of Health



Date of Approval