



Public Health
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Canton City Health District

Board of Health Meeting
Monday, August 24, 2015 @ 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, August 24, 2015 at 12:04pm with a quorum present.

Dr. Hickman, Mr. Wyatt, Dr. Fiorentino, Dr. Lakritz and Ms. Snell were present. Dr. Lakritz arrived at 12:05pm after the approval of the list of bills. Also present was Jim Adams, Leigh Page, Dr. Mader and Christi Allen.

Approve July 27, 2015 Board of Health Meeting Minutes

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve the July 27, 2015, Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$76,280.26

Ms. Snell moved and Dr. Fiorentino seconded a motion to approve the list of bills totaling \$76,280.26. Motion passed unanimously.

Dr. Lakritz arrived at this time (12:05pm).

Executive Session to Consider the Compensation of a Public Employee

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to go into executive session to consider the compensation of a public employee. A roll call vote was taken:

Dr. Hickman – Yes Ms. Snell – Yes Dr. Fiorentino – Yes
Dr. Lakritz – Yes Mr. Wyatt – Yes

Motion passed unanimously. The Board went into executive session at 12:06pm.

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to come out of executive session. A roll call vote was taken:

Dr. Hickman – Yes Ms. Snell – Yes Dr. Fiorentino – Yes
Dr. Lakritz – Yes Mr. Wyatt – Yes

Motion passed unanimously. The Board came out of executive session at 12:52pm.

Approve Personnel

a. Dawn Miller's Probationary Period as of 8/13/15

Dr. Fiorentino moved and Ms. Snell seconded a motion to approve the end of Dawn Miller's probationary period as of August 13, 2015 with a pay of \$30.74 an hour. Motion passed unanimously.

b. WIC Peer Helper Hourly Rate Change

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the WIC Peer Helper's hourly rate change as follows: Jennifer Figler (\$12.05/hour), Jasmine Long (\$10.64/hour), Sarah Milini (\$11.83/hour) and Marquetta Smith (\$12.05/hour). Motion passed unanimously.

c. Change in Position Classification Schedule

Dr. Lakritz moved and Dr. Fiorentino seconded to change the Position Classification Schedule with the addition of PT13 to the WIC schedule as the new range for WIC Peer Helpers.

d. Medical Leave for Leigh Page for up to 12 Weeks

Ms. Snell moved and Dr. Lakritz seconded a motion to approve medical leave for Leigh Page for up to 12 weeks. Motion passed unanimously.

e. Temporarily Award an Increase of 3% to Christi Allen for Additional Job Duties Performed while the Fiscal Officer is Off

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to temporarily award an increase of 3% to Christi Allen for the additional job duties that she will perform while the Fiscal Officer is off. Motion passed unanimously.

f. Annie Butusov Promoted from Staff Sanitarian I to Staff Sanitarian II Retroactive to July 29, 2015

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the promotion of Annie Butusov from Staff Sanitarian I to Staff Sanitarian II retroactive to July 29, 2015. Motion passed unanimously.

Approve Resolutions

a. 2015-24: Authorizing a Contract with the Commission on Minority Health for the Purpose of the Stark County Community Conversations on Minority Health Round 2 Project

Ms. Snell moved and Dr. Lakritz seconded a motion to contract with the Commission on Minority Health for the purpose of the Stark County Community Conversations on Minority Health Round 2 Project at an amount not to exceed \$4,000.00. Motion passed unanimously.

b. 2015-25: Authorizing a Contract with the City of Canton Service Director for the Purpose of Storm Management within the City of Canton

The City of Canton agreed to designate the Canton City Board of Health to be responsible for responding to illicit discharges regarding the City's storm sewer system and to inspect such. Dr. Fiorentino moved and Dr. Lakritz seconded a motion to authorize a contract with the City of Canton Service Director for the purpose of storm management within the City of Canton. Motion passed unanimously.

c. 2015-26: Authorizing a Contract with R&G Janitorial for Custodial Cleaning Services

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to authorize a contract with R&G Janitorial for custodial cleaning services for 9/12/15 to 12/31/15 at an amount not to exceed \$6,000.00. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for August 24, 2015 Hearings

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the hearings held on August 24, 2015. Motion passed unanimously.

Approve Moral Obligations in the Amount of \$2,525.00 Payable to the Stark County Education Service Center

The Stark County Education Services submitted an invoice for 2014 for administration and auditing fees. Ms. Snell moved and Dr. Fiorentino seconded a motion to approve the moral obligation in the amount of \$2,525.00 payable to the Stark County Education Service Center. Motion passed unanimously.

Approve the Grant Application and Initial Budget for the 2016 Dental Sealant Grant Awarded by the Ohio Department of Health in the Amount of \$45,600.00 (Grant Period Runs from 1/1/2016 to 12/31/2016)

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the grant application and initial budget for the 2014 Dental Sealant grant awarded by the Ohio Department of Health in the amount of \$45,600.00 with a grant period of 1/1/2016 to 12/31/2016. Motion passed unanimously.

Approve Out of District Travel

- a. Jennifer Hayden, Breastfeeding Coordinator, for Travel from 9/9/2015 to 9/10/2015, Ohio WIC Breastfeeding Conference in Columbus, Ohio at a Cost not to Exceed \$367.08 (2316)
- b. Jennifer Figler, Peer Helper, for Travel from 9/9/2015 to 9/10/2015, Ohio WIC Breastfeeding Conference in Columbus, Ohio at a Cost not to Exceed \$387.68 (2316)
- c. Marcy Smith, Peer Helper, for Travel from 9/9/2015 to 9/10/2015, Ohio WIC Breastfeeding Conference in Columbus, Ohio at a Cost not to Exceed \$371.65 (2316)
- d. Jasmine Long, Peer Helper, for Travel from 9/9/2015 to 9/10/2015, Ohio WIC Breastfeeding Conference in Columbus, Ohio at a Cost not to Exceed \$374.29 (2316)
- e. Sarah Milini, Peer Helper, for Travel from 9/9/2015 to 9/10/2015, Ohio WIC Breastfeeding Conference in Columbus, Ohio at a Cost not to Exceed \$367.11 (2316)
- f. Kimberly Koon, WIC Dietitian III, for Travel from 9/9/2015 to 9/10/2015, Ohio WIC Breastfeeding Conference in Columbus, Ohio at a Cost not to Exceed \$278.72 (2316)
- g. Jennifer Hayden, Breastfeeding Coordinator, for Travel on 9/25/2015, The Breastfeeding Family of 2015: Rethinking the Paradigm in Akron, Ohio at a Cost not to Exceed \$127.53 (2316)
- h. Kimberly Koons, WIC Dietitian III, for Travel on 9/25/2015, The Breastfeeding Family of 2015: Rethinking the Paradigm in Akron, Ohio at a Cost not to Exceed \$149.44 (2316)
- i. Jessica Boley, WIC Dietitian, for Travel on 9/25/2015, The Breastfeeding Family of 2015: Rethinking the Paradigm in Akron, Ohio at a Cost not to Exceed \$130.00 (2316)
- j. Janet Frank, WIC Dietitian, for Travel on 9/25/2015, The Breastfeeding Family of 2015: Rethinking the Paradigm in Akron, Ohio at a Cost not to Exceed \$126.51 (2316)
- k. James Adams, Health Commissioner, for Travel from 9/28/2015 to 9/30/2015, AOHC Fall Conference in Dublin, Ohio at a Cost not to Exceed \$699.00 (1001)
- l. Marsha Miller, Staff Nurse II, for Travel from 9/9/2015 to 9/10/2015, 11th Statewide Immunization Conference in Dublin, Ohio at a Cost not to Exceed \$286.00 (1001)
- m. Latoya Dickens, FIMR Coordinator, for Travel from 9/8/2015 to 9/9/2015, FIMR New Coordinators Training in Lansing, Michigan at a Cost not to Exceed \$199.33 (2314)

Dr. Fiorentino 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 to report.
- b. Nursing/WIC – Nothing else to report
- c. Laboratory – Nothing else to report.
- d. OPHI/Surveillance – No else to report.
- e. Environmental Health – Nothing else to report.
- f. Air Pollution Control – Nothing else to report.
- g. Vital Statistics – Nothing else to report.
- h. Fiscal - Leigh Page met with the City's Finance Director to discuss the current 2015 general funds. The 2016 budget will be about the same as 2015 was.
- i. Health Commissioner - The Division Leadership Group approved a revision to the employee evaluation forms.
- j. Accreditation Team – Nothing to report.

Ms. Snell moved and Dr. Fiorentino seconded a motion to approve the above division reports. Motion was made after Other Business. Dr. Lakritz was not here for the vote (left at 1:14pm during Other Business).

Other Business

Mr. Wyatt updated the Board members on the Health Department's health insurance policy.

Dr. Lakritz left at this time (1:14pm).

Announcement of Next Meeting: Monday, September 28, 2015 at 12:00pm

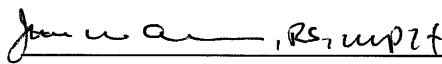
The next regular scheduled meeting of the Board of Health of the Canton City Health Department will be on Monday, September 28, 2015 at 12:00pm.

Adjourn


Mr. Wyatt moved and Ms. Snell seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:16pm.



President of the Board of Health



Secretary to the Board of Health



Date of Approval