



Board of Health Meeting
Wednesday, January 24, 2022 @ 12:00 PM – Board Room
Minutes

Call to Order and Roll Call

Mayor Bernabei called to order the regular meeting of the Board of Health of Canton City Public Health (CCPH) on Wednesday, January 24, 2022 at 12:01 PM with a quorum present.

A roll call found the following Board members present: Dr. Stephen Hickman, Patrick Wyatt, Cleo Lucas Dr. Amy Lakritz and Dr. Jim Johns.

Staff members present: James Adams, Sean Green, Christi Allen, Christina Henning, Diane Thompson, Annie Butusov, Amanda Archer, Robert Knight and Gus Dria.

Unfinished Business

Jim Adams informed the Board that the remaining 2022 meetings will be held in the Goldsmith Room next door to the Health Department to allow for more space.

Approve December 15, 2021 Board of Health Meeting Minutes

Mrs. Lucas moved and Dr. Hickman seconded a motion to approve the December 15, 2021 Board of Health meeting minutes. Motion carried unanimously.

Approve List of Bills - \$215,552.18

Dr. Hickman moved and Dr. Johns seconded a motion to approve the list of bills totaling \$215,552.18. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Personnel

a. Probationary Period Ending for Cara Grimmert, Staff Nurse II (R5), Retroactive to January 11, 2022

Mrs. Lucas moved and Dr. Lakritz seconded a motion to approve the probationary period ending for Cara Grimmert, Staff Nurse II (R5), retroactive to January 11, 2022 with a pay raise of \$1,169.00 and a new annual salary of \$50,717.00. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

b. Probationary Period Ending for Justin Kuemerle, Deputy Registrar (R3), Retroactive to January 7, 2022

Dr. Hickman moved and Dr. Johns seconded a motion to approve the probationary period ending for Justin Kuemerle, Deputy Registrar (R3), retroactive to January 7, 2022 with a pay raise of \$823.00 and a new annual salary of \$37,265.22. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

c. Appointment of Full-time Administrative Specialist I (R2) – Environmental Health

Dr. Johns moved and Dr. Hickman seconded a motion to approve the appointment of a full-time Administrative Specialist to Brock Bucklew with a start date of January 31, 2022 at an annual salary of \$33,069.00 and a 90-day probationary period. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

d. Appointment of Full-time Workforce Development Specialist (R4)

Dr. Johns moved and Mrs. Lucas seconded a motion to approve the appointment of a full-time Workforce Development Specialist to Joshua Wallace with a start date of January 31, 2022 at \$42,073.00 with a 90-day probationary period. Included in the motion is a second choice of Madisyn Smith with a start date of January 31, 2022 at \$42,073.00 with a 90-day probationary period. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

e. Appointment of Full-Time APC Monitoring & Inspection Technician (R5)

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the appointment of a full-time APC Monitoring & Inspection Technician (R5) to Rachel Brown with a start date of February 7, 2022 at \$45,616.00 with a 90-day probationary period. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

f. UPDATED Position Description for Full-time APC Engineering Technician II (R6)

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the updated position description for the full-time APC Engineering Technician II (R6) as presented.

Mayor Bernabei suggested that agenda items 5.f., 5.g., 5.h. and 5.i. all be addressed under one motion.

Mr. Wyatt moved and Dr. Johns seconded a motion to amend the previous motion to include the approval of agenda items 5.f., 5.g., 5.h. and 5.i. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

g. UPDATED Position Description for Full-time APC Permitting & Compliance Supervisor (R7)

Motion to approve the updated position description for the full-time APC Permitting & Compliance Supervisor (R7) as presented. Motion was approved under 5.f.

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h. UPDATED Position Description for Full-time APC Administrator to Change Position Title to APC Director (R8)

Motion to approve the updated position description for the full-time APC Director (R8) as presented. Motion was approved under 5.f.

i. UPDATED Position Classification Schedule for APC

Motion to approve the updated position classification schedule for APC to change the APC Administrator to the APC Director (R8). Motion was approved under 5.f.

Approve Recommendations of the Hearing Officer for January 24, 2022

Mrs. Lucas moved and Dr. Johns seconded a motion to approve the recommendations of the Hearing Officer for January 24, 2022. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Resolutions

a. 2022-01: 2022 Authorizing Payment of Regular Expenses

Mr. Wyatt moved and Dr. Hickman seconded a motion to approve Resolution 2022-01, authorizing payment of regular expenses which require prior Board approval. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

b. 2022-02: 2022 Periodic Program-Related Travel Expenses

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve Resolution 2022-02, approving periodic program related travel expenses pursuant to section 207 of the Canton City Health Code. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

c. 2022-03: Abatement of Public Nuisances

Mr. Wyatt moved and Mrs. Lucas seconded a motion to approve Resolution 2022-03, authorizing the certification to the Auditor of Stark County of costs and expenses for the purification and abatement of public nuisances from April 1, 2021 to December 31, 2021. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Moral Obligation

a. Cepheid for \$6,509.00 for 3-Year Advantage Service Agreement

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Mr. Wyatt moved and Dr. Hickman seconded a motion to approve a moral obligation with Cepheid in the amount of \$6,509.00 for a 3-year Advantage Service agreement. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

b. CLIA Laboratory Program for \$1,157.00 for Laboratory Compliance

Mr. Wyatt moved and Mrs. Lucas seconded a motion to approve a moral obligation with CLIA Laboratory Program in the amount of \$1,157.00 for laboratory compliance fee. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Agreement with the Stark County Health Department for a COVID-19 Vaccination Grant (CN22) to Receive up to \$120,991.00 with a Grant Period of January 1, 2022 through June 30, 2023

Mrs. Lucas moved and Dr. Lakritz seconded a motion to approve an agreement with the Stark County Health Department for a COVID-19 Vaccination Grant (CN22) to receive up to \$120,991.00 with a grant period of January 1, 2022 through June 30, 2023. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve agreement with the Central Ohio Pathways HUB (COPHUB), operated by the Healthcare Collaborative of Greater Columbus (HCGC) for the purpose of increasing Stark County THRIVE Pathways HUB CHWs trained in COVID-19 response in Stark County. Amount not to exceed \$312,500.00 for the period of September 1, 2021 through August 30, 2022. Authorize up to two additional annual renewal periods of September 1, 2022 to August 30, 2023 (\$312,500.00) and September 1, 2023 to August 30, 2024 (\$312,500.00) for a total of \$937,500 over the three-year period

Dr. Hickman moved and Dr. Johns seconded a motion to approve an agreement with the Central Ohio Pathways HUB (COPHUB), operated by the Healthcare Collaborative of Greater Columbus (HCGC) for the purpose of increasing Stark County THRIVE Pathways HUB CHWs trained in COVID-19 response in Stark County. Amount not to exceed \$312,500.00 for the period of September 1, 2021 through August 30, 2022. Authorize up to two additional annual renewal periods of September 1, 2022 to August 30, 2023 (\$312,500.00) and September 1, 2023 to August 30, 2024 (\$312,500.00) for a total of \$937,500.00 over the three-year period. (The funding will expand and enhance the use of CHWs to address COVID-19 disparities through training, deployment and engagement. The grant activities will advance health equity and COVID-19 response work set forth by ODH. Paid into THRIVE Fund 2314). A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Authorize the Health Commissioner to Sign Translation Agreements with Asian Services in Action, Inc. on an as Needed Basis for Printed Materials Translation Services for the Health Department at a Cost to be Determined for Each Document as Needed. Total cost for 2022 shall not Exceed \$2,500.00

Dr. Johns moved and Dr. Hickman seconded a motion to authorize the Health Commissioner to sign translation agreements with Asian Services in Action, Inc. on an as needed basis for printed materials translation services for the Health Department at a cost to be determined for each document as needed. Total cost for 2022 shall not exceed \$2,500.00. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Acceptance of Division Reports

- a. **Nursing/WIC** – Rate of COVID cases has decreased significantly. CCPH has been providing COVID test kits to local agencies; mostly libraries.
- b. **Laboratory** – Nothing additional.
- c. **THRIVE** – Mrs. Lucas suggested that the Board hold a study session to discuss the lack of progress that has been made on the racial disparity of baby survival rates. The Board agreed to determine a date and time to hold this session.
- d. **Environmental Health** – Nothing additional.
- e. **Air Pollution Control** – Nothing additional.
- f. **OPHII/Surveillance** – Nothing additional.
- g. **Vital Statistics** – Nothing additional.
- h. **Health Commissioner** – Nothing additional.

Mr. Wyatt moved and Dr. Johns seconded a motion to accept the division reports. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Announcement of Next Meeting: Monday, February 28, 2022 at 12:00 PM

The next regular meeting of the Board of Health of Canton City Public Health will be Monday, February 28, 2022 at 12:00PM.

Adjourn

Dr. Hickman moved and Mrs. Lucas seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:21 PM.



President of the Board of Health



Secretary to the Board of Health

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March 1, 2022
Date of Approval