

Board of Health Minutes
February 22, 2021



Public Health
Prevent. Promote. Protect.
Canton City Public Health

Board of Health Meeting
Monday, February 22, 2021 @ 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 Monday, February 22, 2021 at 12:04 PM with a quorum present.

A roll call found the following Board members present (all via Microsoft Teams): Dr. Stephen Hickman, Mr. Patrick Wyatt, Dr. Amy Lakritz, Dr. James Johns and Ms. Cleo Lucas.

Staff members present: James Adams, Sean Green, Diane Thompson, Christi Allen and Gus Dria.

Approve January 25, 2021 Board of Health Meeting Minutes

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the January 25, 2021 Board of Health meeting minutes. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

Approve List of Bills - \$467,081.74

Dr. Hickman moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$467,081.74. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

Approve Personnel:

a. Approve Probationary Period Ending for Lillian Boehm, OPHII Public Health Support Specialist (PT1), Retroactive to February 10, 2021.

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the probationary period ending for Lillian Boehm, OPHII Public Health Support Specialist (PT1), retroactive to February 10, 2021 with a pay increase of \$0.33 with a new hourly rate of \$14.53. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

b. Approve Probationary Period Ending for Kayleen Knight, Public Health Clerk II (R2), Retroactive to February 7, 2021.

Mr. Wyatt moved and Dr. Hickman seconded a motion to approve the probationary period ending for Kayleen Knight, Public Health Clerk II (R2), retroactive to February 7, 2021 with a pay increase of \$725.00 and a new salary of \$32,201.00. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

c. Approve Probationary Period Ending for Rachel Stefaniak, Staff Sanitarian I (R4), Retroactive to February 7, 2021.

Dr. Lakritz moved and Dr. Johns seconded a motion to approve the probationary period ending for Rachel Stefaniak, Staff Sanitarian I (R4), retroactive to February 7, 2021 with a pay increase of \$923.00 and a new salary of \$40,970.00. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

d. Accept Resignation of Amanda Morningstar, Family Nurse Practitioner/Nursing Supervisor (R7), Effective March 19, 2021

Dr. Hickman moved and Dr. Lakritz seconded a motion to (regretfully) accept the resignation of Amanda Morningstar, Family Nurse Practitioner/Nursing Supervisor (R7), effective March 19, 2021. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

e. Approve Victor Babcock, EH Public Health Technician (PT1), 310.05 Hours of Sick Time from a Previous Employer Effective February 22, 2021.

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve Victor Babcock, EH Public Health Technician (PT1), to carry over 310.05 hours of sick time from a previous employer to be added to his sick time balance in accordance with Canton City Health Code Section 207.17 (b) effective February 22, 2021. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

f. Approve NEW Part-time Family Nurse Practitioner (PT10) Position Description

Ms. Lucas moved and Dr. Johns seconded a motion to approve the new Part-Time Family Nurse Practitioner (PT10) position description.

Dr. Lakritz and Dr. Hickman proposed that this position be paired with a higher, more competitive salary. James Adams suggested that the position is posted with the salary structure as approved by the Board, and the hiring particulars can be discussed if and when a candidate is identified. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

g. Approve Updated Nursing Position Classification Schedule as of February 22, 2021

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the updated Nursing Position Classification Schedule as of February 22, 2021. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

Approve Recommendations of the Hearing Officer for February 22, 2021

Dr. Johns moved and Dr. Hickman seconded a motion to approve recommendations of the Hearing Officer for February 22, 2021. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

Grants in Response to COVID-19

a. Approve Agreement with the Stark County Combined General Health District to Receive VN21 COVID-19 Vaccine Needs Assessment Grant for a Period of November 1, 2020 to March 31, 2021 for an Amount not to Exceed \$20,000.00

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an agreement with the Stark County Combined General Health District to receive VN21 COVID-19 Vaccine Needs Assessment Grant for a period of November 1, 2020 to March 31, 2021 for an amount of \$20,000.00. A roll call to vote was taken:

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

- b. Approve Agreement with the Stark County Combined General Health District to Receive EO21 COVID-19 Enhanced Operations Grant for a Period of February 2, 2021 to July 31, 2022 for an Amount of \$202,152.00**

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve an agreement with the Stark County Combined General Health District to receive EO21 COVID-19 Enhanced Operations Grant for a period of February 2, 2021 to July 31, 2022 for an amount of \$202,152.00. A roll call to vote was taken:

Dr. Hickman – Yes Dr. Lakritz – Yes Mr. Wyatt – Yes
Dr. Johns – Yes Ms. Lucas – Yes

Motion carried unanimously.

- c. Approve Agreement Addendum with the Stark County Combined General Health District to Extend the CT20 Contact Tracing Grant to December 31, 2021 (originally approved June 22, 2020 with an end date of December 30, 2020)**

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve an agreement addendum with the Stark County Combined General Health District to extend the CT20 Contact Tracing Grant to December 31, 2021.

Dr. Johns asked if CCPH is still performing contact tracing; Jim Adams confirmed that it is. A roll call to vote was taken:

Dr. Hickman – Yes Dr. Lakritz – Yes Mr. Wyatt – Yes
Dr. Johns – Yes Ms. Lucas – Yes

Motion carried unanimously.

- d. Approve Agreement Addendum with the Stark County Combined General Health District to Extend the CO21 Contact Tracing Grant to December 31, 2021 (original approved September 21, 2020 with an end date of December 30, 2020)**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve an agreement addendum with the Stark County Combined General Health District to extend the CO21 Contact Tracing Grant to December 31, 2021. A roll call to vote was taken:

Dr. Hickman – Yes Dr. Lakritz – Yes Mr. Wyatt – Yes
Dr. Johns – Yes Ms. Lucas – Yes

Motion carried unanimously.

Approve Agreement with the Center for Marketing & Opinion Research to Operate COVID-19 Vaccination Clinic Call Center for Pre-registration and Clinic Appointment Management

at \$50.00 an Hour (for an additional 160 hours) for up to \$8,000.00 Effective January 13, 2021 (Total of 480 hours up to \$24,000.00)

Ms. Lucas moved and Dr. Hickman seconded a motion to approve an agreement with the Center for Marketing & Opinion Research to operate COVID-19 vaccination clinic call center for pre-registration and clinic appointment management at \$50.00 an hour (for an additional 160 hours) for up to \$8,000.00 effective January 13, 2021. A roll call to vote was taken:

Dr. Hickman – Yes Dr. Lakritz – Yes Mr. Wyatt – Yes
Dr. Johns – Yes Ms. Lucas – Yes

Motion carried unanimously.

Approve Contract Addendum with the Care Coordination Systems (CCS) for Support Services, Upgrades and Other Services Pursuant to the Software License Agreement Providing Stark County THRIVE Pathways HUB Staff and Care Coordination Agencies Access and Use of the CCS's Community Health Platform for the Period of January 1, 2021 to December 31, 2025 at an Amount not to Exceed \$330,560.46 (Originally approved December 21, 2020 for an Amount not to Exceed \$255,560.46)

Dr. Hickman moved and Ms. Lucas seconded a motion to approve a contract addendum with the Care Coordination Systems (CCS) for support services, upgrades and other services pursuant to the software license agreement providing Stark County THRIVE Pathways HUB staff and Care Coordination Agencies access and use of the CCS's Community Health Platform for the period of January 1, 2021 to December 31, 2025 at an amount not to exceed \$330,560.46. A roll call to vote was taken:

Dr. Hickman – Yes Dr. Lakritz – Yes Mr. Wyatt – Yes
Dr. Johns – Yes Ms. Lucas – Yes

Motion carried unanimously.

Acceptance of Division Reports

- e. Nursing/WIC – Received more COVID-19 vaccine this morning.
- f. Laboratory – Nothing additional
- g. Environmental Health – Nothing additional
- h. Air Pollution Control – Nothing additional
- i. Vital Statistics – Nothing additional
- j. Fiscal – Nothing additional
- k. Health Commissioner – Jim Adams provided a briefing on CCPH's COVID vaccination clinic activities using a PowerPoint presentation. Data was provided for the number of vaccinations administered by CCPH to Canton residents up to February 18, 2021. Mr. Adams noted that there

are significant limitations in this data because CCPH is unable to access immunization information from other providers within our health jurisdiction.

There are currently 2700 people on the vaccination registration list. Canton residents can pre-register for vaccination clinics by CCPH web page or by phone. Clients are called to schedule appointments based on vaccine availability for the week; clinic capacity is approximately 1,000 per week with current staffing.

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

Dr. Hickman – Yes	Dr. Lakritz – Yes	Mr. Wyatt – Yes
Dr. Johns – Yes	Ms. Lucas – Yes	

Motion carried unanimously.

Announcement of Next Meeting: Monday, March 22, 2021 at 12:00 PM


The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, March 22, 2021 at 12:00 PM.

Adjourn

Ms. Lucas moved and Dr. Hickman seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:25 PM.



President of the Board of Health



Secretary to the Board of Health

Date of Approval