



Call to Order and Roll Call

Mr. Wyatt called to order the special meeting of the Board of Health of the Canton City Health Department on Monday, March 23, 2020 at 12:03 PM with a quorum present.

Mr. Wyatt, Ms. Lucas, Dr. Lakritz and Mayor Bernabei were present. Present by telephone, but not voting, were Dr. Hickman and Dr. Johns. Also present were James Adams and Robert Knight.

Unfinished Business

No unfinished business was discussed.

Update on COVID-19

James Adams presented an update on COVID-19 including local activities and statewide efforts.

Dr. Johns asked about the status of testing for COVID-19. Mr. Adams said that testing will remain limited due to laboratory capacity and due to a lack of swab kits.

Mayor Bernabei said that Canton City Public Health has done a great job and has been very professional in handling this crisis. He thanked Mr. Adams and the entire department.

Dr. Lakritz moved and Mr. Wyatt seconded a motion to commend Canton City Public Health for their tireless work to address the crisis. A roll call to vote was taken:

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

Approve February 24, 2020 Board of Health Meeting Minutes

The board discussed the minutes and concluded that they did not accurately reflect the board's previous position on the hiring of the Pathways HUB Manager and the need for the Pathways HUB Coordinator position description to be updated to reflect the changes necessitated by hiring a Pathways HUB Manager.

Ms. Lucas moved and Mr. Wyatt seconded a motion to table the motion to approve the February 24, 2020 meeting minutes and to update the minutes to reflect the matters discussed today. A roll call to vote was taken:

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

Approve Personnel:

- a. **Appointment of Staff Nurse II (R5)**
- b. **Appointment of Laboratory Technician I (PT4)**
- c. **Appointment of Laboratory Technician II (PT5)**
- d. **Appointment of Pathways HUB Manager (R5)**

Ms. Lucas moved and Mr. Wyatt moved to approve items A – D above. Ms. Lucas then moved and Mr. Wyatt seconded a motion to amend the motion to only include items A – C above. A roll call to vote on the amendment was taken:

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion to amend the previous motion passed unanimously.

A roll call to vote on the following was taken:

- a. A candidate for Staff Nurse II (R5) was not presented at this time.
- b. Offer the position of Laboratory Technician I (PT4) to Anna King at \$20.54 an hour with a start date to be determined with a 90-day probationary period. A second choice is Jordan Mastrocola at \$20.54 an hour with a start date to be determined with a 90-day probationary period. The salary will be paid from Laboratory Funds (7601.304001)
- c. Offer the position of Laboratory Technician II (PT5) to Julie Carman at \$23.83 an hour with a start date of March 28, 2020 with 90-day probationary period. The salary will be paid from Laboratory Funds (7601.304001).

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

The board discussed the appointment of the Pathways HUB Manager. Dr. Lakritz said that the Pathways HUB Coordinator job description will need to be updated to reflect the changes made after the Pathways HUB Manager is hired. Dawn Miller, THRIVE Project Manager, said these changes are underway.

Dr. Lakritz moved and Ms. Lucas seconded a motion to offer the position of Pathways HUB Manager to Calsandra Marinchick at a salary \$43,419.00 per year with a 90-day probationary period. The salary will be paid from THRIVE Funds (2314). The motion also included instructions that the Board will not consider any further exceptions to the salary schedule until the department has completed a salary schedule review. A roll call to vote was taken:

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

Approve Recommendations of the Hearing Officer for March 23, 2020

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the recommendation of the Hearing Officers for March 23, 2020. A roll call to vote was taken:

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

Approve Contract and Purchase Order for Professional Construction Services Provided by CCI Commercial Construction, LLC to Complete the APC Office Remodel Construction Project at an Amount not to Exceed \$48,960.00

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve a contract and purchase order for professional construction services provided by CCI Commercial Construction, LLC to complete the APC office remodel construction project at an amount not to exceed \$48,960.00. A roll call to vote was taken

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

Approve Agreement with The Historic Onesto Event Center for Rental Costs for the Health Department's All Staff Meeting to be held Wednesday, October 28, 2020 at a Cost not to Exceed \$575.00

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve an agreement with The Historic Onesto Event Center for rental costs for the health department's all staff meeting to be held Wednesday, October, 28, 2020 at a cost not to exceed \$575.00. All roll call to vote was taken:

Ms. Lucas – Yes

Mr. Wyatt – Abstained

Dr. Lakritz – Yes

Motion failed for lack of a majority vote and will be placed on the agenda for reconsideration and the next meeting of the Board of Health.

Approve Agreement with OneCall Now for Text Messaging to WIC Clients for the FY20 WIC Grant (through October 31, 2020) for an Amount not to Exceed \$2,886.43

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve an agreement with OneCall Now for text messaging to WIC clients for the FY10 WIC grant (through October 31, 2020) for an amount not to exceed \$2,886.43. A roll call to vote was taken:

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

Approve Agreement with Asian Services in Action for the Translation of Ten Nursing Documents at a Cost not to Exceed \$656.70

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve an agreement with Asian Services in Action for the translation of ten Nursing documents at a cost not to exceed \$656.70. A roll call to vote was taken:

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

Approve Travel Authorization

- a. **Kimberly Koons, Dietitian III, for Travel on 07/06/2020 to 07/09/2020, Advanced Clinical Concepts in Lactation in Columbus, OH not to Exceed \$787.00 (Fund 2316, WIC)**

James Adams clarified that the travel will not take place if COVID-19 travel restrictions are still active at the time.

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the above travel. A roll call to vote was taken:

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

Acceptance of Reports

- a. Medical Director
- b. Nursing/WIC
- c. Laboratory
- d. OPHII
- e. THRIVE
- f. Environmental Health
- g. Air Pollution Control
- h. Vital Statistics
- i. Fiscal
- j. Health Commissioner
- k. Accreditation Team
- l. Quality Improvement and Performance Management

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

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

Other Business

Mr. Wyatt asked James Adams to share the PowerPoint slides from the COVID-19 update with the public. Mr. Adams agreed and also thanked the leadership of the State of Ohio for their work during this crisis.

Next Meeting: Monday, April 27, 2020 at 12:00 PM

Adjourn

Ms. Lucas moved and Mr. Wyatt seconded a motion to adjourn. A roll call to vote was taken:

Ms. Lucas – Yes

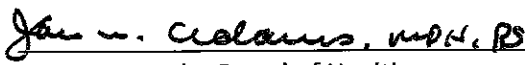
Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously. The meeting adjourned at 12:54 PM.



President of the Board of Health



Secretary to the Board of Health

Apr. 17, 2020
Date of Approval