



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting

Monday, April 26, 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, April 26, 2021 at 12:00 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, Robert Knight and Gus Dria.

Unfinished Business

Jim Adams mentioned the motion to approve a Subsidized Employment Program (SEP) contract with Stark County Job and Family Services (SCJFS) which was tabled during the March 22, 2021 Board of Health meeting. Mr. Adams explained that the contract had since been reviewed with the Canton City Law Department and that CCPH would no longer be pursuing this contract.

Approve March 22, 2021 Board of Health Meeting Minutes

Dr. Hickman had one correction to the March 22, 2021 Board of Health meeting minutes. Under the announcement of the next meeting, the agenda item has the next meeting as Monday, March 22, 2021, but it should be April 26, 2021.

Ms. Lucas moved and Dr. Johns seconded a motion to approve the updated March 22, 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 - \$170,776.09

Dr. Hickman moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$170,776.09. Dr. Lakritz asked if the \$11,800.00 spent for SWAP advertising is grant funded and if this money must be spent on advertising. Diane Thompson confirmed that it is grant funded and a portion of the grant money is required to be spent on advertising.

Dr. Hickman pointed out an issue with the report which may have rendered the \$170,776.09 total inaccurate. Christi Allen reached out to the City of Canton Auditors and determined that the correct total was \$201,627.90.

Dr. Hickman moved and Mr. Wyatt seconded a motion to amend the previous motion with a new list of bills total of \$201,627.90. 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. Appointment of Staff Nurse III (R6)

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the appointment of full-time Staff Nurse III (R6) to Sarah Thomas with a start date to be determined at \$53,803.00 with a 90-day probationary period. Salary to come out of the Nursing General Fund (7601.303001). 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. Appointment of Part-Time Seasonal Vector Control Technician (PT13)

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve the appointment of part-time seasonal Vector Control Technician (PT13) to Alexandra Majors with a start date of May 10, 2021 at \$10.85 an hour with no 90-day probationary period; this position is budgeted to work up to 16 weeks (through August 30, 2021). If Ms. Majors does not accept the offer, there is a second choice of Troy Danko, with a start date of June 1, 2021 at \$10.85 an hour with no 90-day probationary period; this position is budgeted to work up to 16 weeks (through September 21, 2021). Salary to come out of the Environmental Health General Fund (7601.307001). 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. Retirement of Jil Neuman, Deputy Registrar (R3), Effective September 1, 2021

Dr. Hickman moved (with regret) and Mr. Wyatt seconded a motion to accept the retirement of Jil Neuman, Deputy Registrar (R3), effective September 1, 2021. Jil has been a CCPH employee for 11 years. 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.

Mayor Bernabei suggested that the Board skip agenda items 5d and 5e until the end of the meeting so that they may enter an executive session to discuss these matters. The Board agreed.

Approve Recommendations of the Hearing Officer for April 26, 2021

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the recommendations of the Hearing Officer for April 26, 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 Resolutions

a. 2021-05: Abatement of Public Nuisances (January 1, 2021 – March 31, 2021)

Dr. Lakritz moved and Dr. Hickman seconded a motion to approve resolution 2021-05 authorizing the certification to the Auditor of Stark County of costs and expenses for the purification and abatement of public nuisances from January 1, 2021 to March 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 United Way of Greater Stark County

Dr. Hickman moved and Dr. Johns seconded a motion to approve an agreement with United Way of Greater Stark County to receive \$59,502.00 to support a portion of the Stark County THRIVE Pathways HUB Coordinator salary and benefits for the period of July 1, 2021 through June 30, 2022. 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 Purchases/Services of the following items that are equal to or greater than \$5,000.00 (per resolution 2016-04):

a) Sharp MX-5071 Color Copier from Copeco

Dr. Johns moved and Ms. Lucas seconded a motion to approve the purchase/service of a Sharp MX-5071 color copier from Copeco for the APC division for an amount not to exceed \$7,709.10 (\$5,000.00 approved from City capital expenditures, \$2,709.10 from APC funds). 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) Sharp MX-3571 Color Copier from Copeco

Dr. Lakritz moved and Dr. Johns seconded a motion to approve the purchase/service of Sharp MX-3571 color copier from Copeco for the Nursing division for an amount not to exceed \$7,935.00 (Approved from City capital expenditures).

Dr. Hickman – Yes

Dr. Lakritz – Yes

Mr. Wyatt – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Acceptance of Division Reports

- a. Nursing/WIC – Dr. Lakritz asked why we have not seen an increase in WIC participants during the pandemic as some of the WIC programs in other states have seen. Diane Thompson explained that it is most likely a result of Ohio WIC participants being required to physically come into the office to load their cards, whereas many of the other state programs do not require participants to be physically present to load their cards.
- b. Laboratory – Nothing additional
- c. APC – Nothing additional
- d. Vital Statistics – Nothing additional.
- e. Fiscal – Nothing additional

Board of Health Minutes

April 26, 2021

Page (4)

- f. Health Commissioner – Jim Adams pointed out that the number of grants available to help address COVID issues has increased as well as the complexity of the grants. Jim thanked Christi Allen for her hard work on these grants.

Mr. Wyatt moved and Dr. Johns 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.

Other Business

Amanda Archer provided a PowerPoint presentation titled “Canton City Public Health COVID-19 Vaccination Clinic Impact Report – March & YTD 2021” which highlighted CCPH’s first quarter vaccination efforts within the community.

Approve Personnel (continued)

At this time, 1:13pm, Mayor Bernabei suggested that the Board enter into executive session to address a personnel matter relating to agenda items 5d and 5e.

Dr. Johns moved and Ms. Lucas seconded a motion to enter an executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee. Included in the motion was that the executive session would comprise only the members of the Board, Health Commissioner Jim Adams and Mayor Bernabei, though the Board could ask certain individuals to enter into the session at different points of time. 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. The Board entered executive session at 1:13pm.

Dr. Johns moved and Mr. Wyatt seconded a motion to exit executive session. 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. The Board returned to normal session at 1:49pm.

d. Probationary Termination of Michael Smith, EH Public Health Technician (PT1), Effective April 26, 2021

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the probationary termination of Michael Smith, EH Public Health Technician (PT1), effective April 26, 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.

Board of Health Minutes

April 26, 2021

Page (5)

e. Resignation of Kewan Umbles, EH Public Health Technician (PT1), Effective April 23, 2021

Dr. Lakritz moved and Mr. Wyatt seconded a motion to accept the resignation of Kewan Umbles, EH Public Health Technician (PT1), effective April 23, 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.

Announcement of Next Meeting: Monday, May 24, 2021 at 12:00 PM

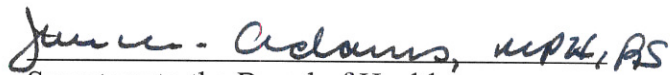
The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, May 24, 2021 at 12:00 PM.

Adjourn

Dr. Hickman moved and Ms. Lucas seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:53 PM.



President of the Board of Health



Secretary to the Board of Health

May 24, 2021

Date of Approval