



Board of Health Meeting
Monday, April 18, 2022 @ 12:00 PM – Board Room
Minutes

Call to Order and Roll Call

Dr. Stephen Hickman called to order the regular meeting of the Board of Health of Canton City Public Health (CCPH) on Monday, April 18, 2022 at 12:01 PM with a quorum present.

A roll call found the following Board members present: Dr. Stephen Hickman, 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, Joshua Wallace, Gus Dria and Serena Draper Hendershot.

Unfinished Business

Dr. Lakritz asked Jim Adams if the position description for Project Manager (R7), THRIVE had been updated so that a qualified candidate must possess a relevant master's degree rather than just any degree. Mr. Adams informed the Board that the description was indeed updated per the Board's request during the March 2022 meeting. Mr. Adams added that once the compensation plan is complete, CCPH intends to utilize its workforce development and health equity work to make sure the job descriptions allow for the recruitment of a wide variety of individuals and accurately reflect the work that will be done.

Approve March 28, 2022 Board of Health Meeting Minutes

Mrs. Lucas moved and Dr. Johns seconded a motion to approve the March 28, 2022 Board of Health meeting minutes. Motion carried unanimously.

Approve List of Bills - \$175,379.69

Dr. Lakritz moved and Dr. Johns seconded a motion to approve the list of bills totaling \$175,379.69. Dr. Lakritz mentioned the \$2,540.00 spent on radio advertising for HIV testing and asked if there is any data to show that this method of advertising has been effective. Diane Thompson explained that there is no formal process for tracking the advertising effectiveness, however, participants are asked anecdotally how they were made aware of the testing services. A roll call to vote was taken:

Dr. Hickman – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Personnel

a. Resignation for James Smiraldo, Environmental Health Specialist (Health Inspector II) (R5), Effective April 1, 2022

Dr. Johns moved and Mrs. Lucas seconded a motion to approve the resignation of James Smiraldo, Environmental Health Specialist (Health Inspector II) (R5), effective April 1, 2022.

Motion carried unanimously.

b. Resignation of Nancy Lopez, WIC Peer Helper (PT1), Effective April 14, 2022

Dr. Lakritz moved and Dr. Johns seconded a motion to approve the resignation of Nancy Lopez, WIC Peer Helper (PT1), effective April 14, 2022.

Motion carried unanimously.

c. Probationary Period Ending for Michelle Streetman, Overdose Prevention Program Manager (PT4), Retroactive to March 22, 2022

Mrs. Lucas moved and Dr. Johns seconded a motion to approve the probationary period ending for Michelle Streetman, Overdose Prevention Program Manager (PT4), retroactive to March 22, 2022.

Motion carried unanimously.

d. Appointment of Two Part-Time Vector Control Technicians (PT13)

Dr. Johns moved and Mrs. Lucas seconded a motion to approve the appointment of a part-time Vector Control Technician (PT13) to Olivia Okress with a start date of May 9, 2022 at \$11.18 an hour with no 90-day probationary period and Adam Jasso with a start date of May 9, 2022 at \$11.18 an hour with no 90-day probationary period. Both positions are budgeted to work up to 16 weeks (through August 29, 2022). Salary to come out of the Environmental Health General Fund (7601.307001).

Motion carried unanimously.

e. Appointment of Full-time Laboratory Technician (R4)

Dr. Lakritz moved and Mrs. Lucas seconded a motion to approve the appointment of a full-time Laboratory Technician (R4) to Eric Gaskell with a start date of May 2, 2022 at an annual salary of \$42,073.00 with a 90-day probationary period.

Motion carried unanimously.

f. Appointment of Part-Time Outreach Specialist (PT2)

Dr. Johns moved and Dr. Lakritz seconded a motion to approve the appointment of a part-time Outreach Specialist (PT2) to Madisyn Richards with a start date of May 10, 2022 at an hourly rate of \$16.96 with a 90-day probationary period.

Motion carried unanimously.

g. Resignation of Christian Vissoc, EH Public Health Technician (PT1), effective April 29, 2022

Dr. Johns moved and Mrs. Lucas seconded a motion to approve the resignation of Christian Vissoc, EH Public Health Technician (PT1), effective April 29, 2022.

Motion carried unanimously.

Approve Recommendations of the Hearing Officer for April 18, 2022

Mrs. Lucas moved and Dr. Lakritz seconded a motion to approve the recommendations of the Hearing Officer for April 18, 2022. A roll call to vote was taken:

Dr. Hickman – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve a Nondisclosure Agreement with Humana, Inc. Effective January 12, 2022

Dr. Johns moved and Dr. Lakritz seconded a motion to approve a nondisclosure agreement with Humana, Inc. effective January 12, 2022. A roll call to vote was taken:

Dr. Hickman – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Addendum for the Stark County THRIVE Program for the Period of January 1, 2022 through June 30, 2022 to Stark Metropolitan Housing Authority for a Reduction of \$15,561.69 for a new Total of \$8,387.34. (Originally Approved December 15, 2021 for \$23,949.03)

Dr. Johns moved and Mrs. Lucas seconded a motion to approve an addendum for the Stark County THRIVE Program for the period of January 1, 2022 through June 30, 2022 to Stark Metropolitan Housing Authority for a reduction of \$15,561.69 for a new total of \$8,387.34. A roll call to vote was taken:

Dr. Hickman – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Addendum for the Stark County THRIVE Program for the Period of January 1, 2022 through June 30, 2022 to Stark County Health Department for an Additional \$15,561.69 for a New Total of \$46,895.02. (Originally Approved December 15, 2021 for \$31,333.33)

Dr. Johns moved and Mrs. Lucas seconded a motion to approve an addendum for the Stark County THRIVE Program for the period of January 1, 2022 through June 30, 2022 to the Stark County Health Department for an additional \$15,561.69 and a new total of \$46,895.02. A roll call to vote was taken:

Dr. Hickman – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Acceptance of Division Reports

- a. **Nursing/WIC** – Turnouts for second COVID booster vaccinations have not been high.
- b. **Laboratory** – Nothing additional.
- c. **OPHII/Surveillance** – Nothing additional.
- d. **Environmental Health** – Annie Butusov attended the Stark County Fair Board meeting on April 13th to discuss food safety and licensing during the fair and other events.
- e. **Air Pollution Control** – Should know by fall if American Rescue Plant Grant application is approved.
- f. **Vital Statistics** – Nothing additional.
- g. **Health Commissioner** – The Community Health Equity Coordinator, Serena Draper Hendershot, has started the Racial Equity Core Team.

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

Dr. Hickman – Yes Dr. Johns - Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

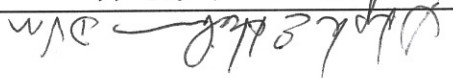
Motion carried unanimously.

Announcement of Next Meeting: Monday, May 23, 2022 at 12:00 PM

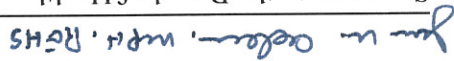
The next regular meeting of the Board of Health of Canton City Public Health will be Monday, May 23, 2022 at 12:00PM.

Adjourn

Mrs. Lucas moved and Dr. Lakritz seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 12:52 PM.



President of the Board of Health



Secretary to the Board of Health

May 23, 2022
Date of Approval