



**Public Health**  
Prevent. Promote. Protect.

Canton City Public Health

**Board of Health Meeting**  
Monday, May 23, 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, May 23, 2022 at 12:01 PM with a quorum present.

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

Staff members present: James Adams, Dr. Jon Elias, Sean Green, Christi Allen, Diane Thompson, Annie Butusov, Dawn Miller, Laura Roach, Jennifer Hayden, Gus Dria and Serena Draper Hendershot.

**Approve April 18, 2022 Board of Health Meeting Minutes**

Mrs. Lucas moved and Dr. Johns seconded a motion to approve the April 18, 2022 Board of Health meeting minutes. Motion carried unanimously.

**Approve List of Bills - \$159,195.87**

Dr. Hickman moved and Mrs. Lucas seconded a motion to approve the list of bills totaling \$159,195.87. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Personnel**

**a. Probationary Period Ending for Rachel Brown, Full-time APC Monitoring & Inspection Technician (R5), Retroactive to May 8, 2022**

Dr. Johns moved and Dr. Hickman seconded a motion to approve the probationary period ending for Rachel Brown, full-time APC Monitoring & Inspection Technician (R5), retroactive to May 8, 2022 with a pay raise of \$1,169.00 and a new salary of \$46,785.00. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**b. Probationary Period Ending for Brock Bucklew, Full-time Administrative Specialist I (R2), Retroactive to May 15, 2022**

Mrs. Lucas moved and Dr. Johns seconded a motion to approve the probationary period ending for Brock Bucklew, full-time Administrative Specialist I (R2), retroactive to May 15, 2022 with a pay raise of \$747.00 and a new salary of \$33,816.00. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**c. Vacation Credit and Sick Time for Eric Gaskell, Full-time Laboratory Technician I (R4), from Previous Employer**

Dr. Hickman moved and Dr. Johns seconded a motion to approve vacation credit for Eric Gaskell, full-time Laboratory Technician I (R4), for nine (9) years vacation credit and a sick balance carryover of 275.58 hours from his previous employment. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**d. Resignation of Joshua Wallace, Full-time Workforce Development Specialist (R5), Effective April 29, 2022**

Mrs. Lucas moved and Dr. Hickman seconded a motion to approve the resignation of Joshua Wallace, full-time Workforce Development Specialist (R5), effective April 29, 2022. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**e. Resignation of Andrew Molnar, Full-time APC Engineer (R5), Effective April 26, 2022**

Dr. Johns moved and Mrs. Lucas seconded a motion to approve the resignation of Andrew Molnar, full-time APC Engineer (R5), effective April 26, 2022. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**f. Updated Full-Time APC Engineering Technician I (R5) Position Description**

Dr. Hickman moved and Mrs. Lucas seconded a motion to approve the updated full-time APC Engineering Technician I (R5) position description as presented. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**g. Updated Part-Time Laboratory Technician II (PT5) Position Description**

Mrs. Lucas moved and Dr. Johns seconded a motion to approve the updated part-time Laboratory Technician II (PT5) position description as presented. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

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

Mrs. Lucas moved and Dr. Johns seconded a motion to approve the appointment of full-time Workforce Development Specialist to Madisyn Smith at \$42,073.00 with a 90-day probationary period. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**i. Appointment of Full-time Early Intervention Services Navigator (R5)**

Dr. Hickman moved and Mrs. Lucas seconded a motion to approve the appointment of full-time Early Intervention Services Navigator (R5) to Kristina Gantz at \$45,616.00 with a 90-day probationary period. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Recommendations of the Hearing Officer for May 23, 2022**

Dr. Johns moved and Dr. Hickman seconded a motion to approve the recommendations of the Hearing Officer for May 23, 2022. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Moral Obligation for Treasurer, State of Ohio (for the Ohio Department of Health) for \$47,004.55 for a Reimbursement of an Over Payment to the Health Department for the FY21 OEI Grant (ended December 31, 2021)**

Dr. Hickman moved and Mrs. Lucas seconded a motion to approve a moral obligation for Treasurer, State of Ohio (for the Ohio Department of Health) for \$47,004.55 for a reimbursement of an over payment to the Health Department for the FY21 OEI Grant. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Resolutions**

**a. 2022-04: Abatement of Public Nuisances (January 1, 2022 – March 31, 2022)**

Mrs. Lucas moved and Dr. Johns seconded a motion to approve Resolution 2022-04, authorizing the certification to the Auditor of Stark County of costs and expenses for the purification and abatement of public nuisances from January 1, 2022 to March 31, 2022. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**Approve an Agreement with Mothers' Milk Bank of Ohio (An operating Unit of OhioHealth Corporation) to Establish and Maintain an Off-Site Collection at Canton City Public Health to Ensure the Safe Handling, Storage and Transportation of Donate Human Milk Effective May 23, 2022 through May 22, 2023 with an Automatic one (1) Year Renewal through May 22, 2024**

Dr. Johns moved and Dr. Hickman seconded a motion to approve an agreement with Mothers' Milk Bank of Ohio to establish and maintain an off-site collection at Canton City Public Health to ensure the safe handling, storage, and transportation of Donate Human Milk effective May 23, 2022 through May 22, 2023 with an automatic one (1) year renewal through May 22, 2024. A roll call to vote was taken:

Dr. Hickman – Yes      Dr. Johns – Yes      Mrs. Lucas – Yes

Motion carried unanimously.

**Approve an Agreement with Markwood Partners, Inc. to pay an Amount Not to Exceed \$15,000.00 to Facilitate the Strategic Planning Process and Development of a Three to Five Year Plan for Strategic Priorities on Infant Vitality, Maternal Health and Equity in Birth Outcomes for Stark County for a Period of June 1, 2022 to October 31, 2022**

Mrs. Lucas moved and Dr. Johns seconded a motion to approve an agreement with Markwood Partners, Inc. to pay an amount not to exceed \$15,000.00 to facilitate the strategic planning process and development of a three to five-year plan for strategic priorities on infant vitality, maternal health and equity in birth outcomes for Stark County for a period of June 1, 2022 to October 31, 2022. A roll call to vote was taken:

Page (4)

Dr. Hickman – Yes    Dr. Johns – Yes        Mrs. Lucas – Yes

Motion carried unanimously.

**Approve an Agreement with Canton Medical Education Foundation (CMEF) for Canton City Public Health to Provide Patient Care Training to CMEF Resident Physicians.**

Dr. Hickman moved and Mrs. Lucas seconded a motion to approve an agreement with Canton Medical Education Foundation (CMEF) for Canton City Public Health to provide patient care training to CMEF resident physicians. CCPH will receive \$13.00 per segment and the agreement will be effective from July 1, 2022 through June 30, 2023. A roll call to vote was taken:

Dr. Hickman – Yes    Dr. Johns – Yes        Mrs. Lucas – Yes

Motion carried unanimously.

**Approve an Agreement with the Stark-Tuscarawas-Wayne Joint Solid Waste Management District to Receive up to \$40,000.00 for Replacements at the Canton Recycle Center Effective March 6, 2022**

Dr. Johns moved and Dr. Hickman seconded a motion to approve an agreement with the Stark-Tuscarawas-Wayne Joint Solid Waste Management District to receive up to \$40,000.00 for replacements at the Canton Recycle Center effective March 6, 2022. A roll call to vote was taken:

Dr. Hickman – Yes    Dr. Johns – Yes        Mrs. Lucas – Yes

Motion carried unanimously.

**Approve Purchase of One Ford Transit Connect Cargo Van, with Accessories, at a Cost not to Exceed \$30,000 and to Approve the Payment of the Same as a Moral Obligation. (Note: This vehicle was approved as a capital expense by the City of Canton).**

Dr. Johns moved and Dr. Hickman seconded a motion to approve the purchase of one Ford Transit Connect cargo van, with accessories, at a cost not to exceed \$30,000 and to approve the payment of the same as a moral obligation. A roll call to vote was taken:

Dr. Hickman – Yes    Dr. Johns – Yes        Mrs. Lucas – Yes

Motion carried unanimously.

**Acceptance of Division Reports**

- a. **Nursing/WIC** – Fentanyl test kits are being distributed at SWAP.
- b. **Laboratory** – Nothing additional.
- c. **OPHII/Surveillance** – Nothing additional.
- d. **Air Pollution Control** – Nothing additional.
- e. **Vital Statistics** – Nothing additional.
- f. **Health Commissioner** – As of last week, the U.S. has exceeded over 1 million total COVID-related deaths; Stark County has experienced nearly 2,000 deaths.

CCPH will be participating in COVID vaccination events throughout the summer.

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

**Board of Health Minutes  
May 23, 2022**

Page (5)

Dr. Hickman – Yes    Dr. Johns – Yes    Mrs. Lucas – Yes

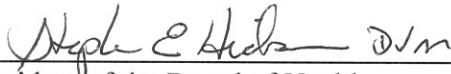
Motion carried unanimously.

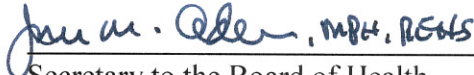
**Announcement of Next Meeting: Monday, June 27, 2022 at 12:00 PM**

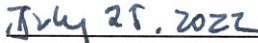
The next regular meeting of the Board of Health of Canton City Public Health will be Monday, June 27, 2022 at 12:00PM.

**Adjourn**

Dr. Hickman moved and Mrs. Lucas seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 12:41 PM.

  
\_\_\_\_\_  
President of the Board of Health

  
\_\_\_\_\_  
Secretary to the Board of Health

  
\_\_\_\_\_  
Date of Approval