



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting

Monday, June 22, 2020 @ 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 on Monday, June 22 18, 2020 at 12:03 PM with a quorum present.

Dr. Hickman, Mr. Wyatt, Dr. Lakritz, Dr. Johns, and Mayor Bernabei were present. Also present were James Adams, Robert Knight and Sean Green.

Unfinished Business

No unfinished business was discussed.

Approve May 18, 2020 Board of Health Meeting Minutes

Dr. Hickman moved and Dr. Johns seconded a motion to approve the May 18, 2020 Board of Health meeting minutes. A roll call to vote was taken:

Dr. Hickman – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Dr. Johns – Yes

Motion carried unanimously.

Approve List of Bills - \$116,214.01

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$116,214.01. A roll call to vote was taken:

Dr. Hickman – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Dr. Johns – Yes

Motion carried unanimously.

Approve Personnel:

a. Probationary Period Ending for Jil Neuman, Deputy Registrar (R3), Retroactive to May 29, 2020

Dr. Lakritz moved and Dr. Johns seconded a motion to approve the probationary period of Jil Neuman, Deputy Registrar (R3), retroactive to May 29, 2020 with a pay increase of \$714.00 to a salary of \$37,436.25. A roll call to vote was taken:

Dr. Hickman – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Dr. Johns – Yes

Motion carried unanimously.

b. Probationary Period Ending for Amy Rehm, Staff Nurse II (R5), Retroactive to May 31, 2020

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the probationary period of Amy Rehm, Staff Nurse II (R5), retroactive to May 31, 2020 with a pay increase of \$1,022 to a salary of \$50,570.50. A roll call to vote was taken:

Dr. Hickman – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Dr. Johns – Yes

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Motion carried unanimously.

c. New Job Description for Part-Time Contact Monitoring Team Leader (PT4)

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve the new part-time Contact Monitoring Team Leader (PT4) job description.

Ms. Lucas joined at this time, 12:09pm.

Dr. Johns asserted that identifying the primary care provider should be added to the job description, stressing the importance of keeping physicians informed of patients who are being monitored for COVID-19. Mr. Adams stated that the protocol will be reviewed and recommendations will be made. A roll call to vote was taken:

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

Motion carried unanimously.

d. Update Job Description for Part-Time Neighborhood Navigator (PT4)

Dr. Hickman moved and Dr. Johns seconded a motion to approve the updated job description for a part-time Neighborhood Navigator (PT2). A roll call to vote was taken:

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

Motion carried unanimously.

e. Update Nursing Classification Schedule to Add Part-Time Contact Monitoring Team Leader (PT4) Job Description

Ms. Lucas moved and Dr. Hickman seconded a motion to approve the updated Nursing classification schedule with the following change: add Part-Time Contact Monitoring Team Leader (PT4) job description. A roll call to vote was taken:

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

Motion carried unanimously.

f. Update THRIVE Classification Schedule to Remove Full-Time Neighborhood Navigator/HUB Assistant (R2) Job Description and add Part-time Neighborhood Navigator (PT2) Job Description

Dr. Johns moved and Dr. Hickman seconded a motion to approve the updated THRIVE classification schedule with the following changes: remove full-time Neighborhood Navigator/HUB Assistant (R2) job description and add part-time Neighborhood Navigator (PT2) job description. A roll call to vote was taken:

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

Motion carried unanimously.

g. Appoint Part-Time Contact Monitoring Team Leader (PT4)

Mr. Wyatt moved and Dr. Hickman seconded a motion to offer the position of part-time Contact Monitoring Team Leader (PT4) to Jordan Mastrocola at \$20.54 per hour with a start date of June 29, 2020 to come out of the FY20 Contact Tracing Grant (Fund 2328.301019). The motion added that Jordan is a current CCPH Lab employee approaching the end of her 90-day probationary period with an end date of July 12, 2020. It was requested that the probationary period not be extended with the position change.

Dr. Hickman declared that the probationary period should be extended because the candidate would be taking on a new position unrelated to her current one. A motion to amend the appointment by adding an additional 90 days beginning on June 29, 2020 was made. The motion carried unanimously.

Dr. Lakritz stated that she would prefer a resident of Canton take over this job, emphasizing the importance of familiarity with the city and its resources. Both Dr. Lakritz and Ms. Lucas contended that the position was not posted for an ample duration, communicating a preference for a lengthier, more diversified candidate search in an effort to find a Canton resident with the necessary credentials. Mr. Adams stressed that forging a contact monitoring team needed to be done swiftly, but there had been a concentrated effort to reach out to minority organizations to find qualified candidates. Mr. Adams also emphasized that Jordan Mastrocola is an excellent candidate who already possesses sufficient experience performing essential functions of the job. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Lakritz – Yes

Dr. Johns – Yes Ms. Lucas – Yes

Motion carried unanimously.

h. Appoint Part-Time Neighborhood Navigator (PT2)

Dr. Hickman moved and Dr. Johns seconded a motion to offer the position of part-time Neighborhood Navigator (PT2) to Elonda Williams at \$16.47 per hour with no 90-day probationary period and a start date of July 4, 2020 to come out of the THRIVE Ohio Equity Institute Grant (Fund 2314). A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Lakritz – Yes

Dr. Johns – Yes Ms. Lucas – No

Motion carried with a vote of 4-1.

Approve Recommendations of the Hearing Officer for June 22, 2020

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the recommendations of the hearing officer for June 22, 2020. A roll call to vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Lakritz – Yes

Dr. Johns – Yes Ms. Lucas – Yes

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Motion carried unanimously.

Approve 2020 Resolutions

a. 2020-06 Racism as a Public Health Crisis

Dr. Johns moved and Ms. Lucas seconded a motion to approve resolution 2020-06 declaring that racism is a public health crisis and outlining actions be taken to address the crisis.

The board then discussed making amendments to the document, including minor changes in language and the addition of a paragraph to include the formation of a Public Health and Race Equity Committee within the resolution. Dr. Hickman moved and Ms. Lucas seconded a motion to amend the document.

Motion carried unanimously.

With a motion already in place, a roll call to vote on the acceptance of the amended resolution was taken:

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

Motion carried unanimously.

The board then began to discuss the significance of this resolution, with Dr. Lakritz suggesting arranging a special board meeting to occur within the next couple of weeks to discuss the matter thoroughly. Dr. Johns moved and Dr. Lakritz seconded a motion to hold a special board meeting at a date and time to be determined. A roll call to vote was taken:

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

Motion carried unanimously.

b. 2020-07: Temporary Suspension of Plan Review Fees

Ms. Lucas moved and Dr. Hickman seconded a motion to approve resolution 2020-07 temporarily suspending food service and food establishment plan review fees for the period July 1, 2020 to December 31, 2020. A roll call to vote was taken:

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

Motion carried unanimously.

Grants in Response to COVID-19

a. Approve Agreement Addendum with Stark County Combined General Health District to Receive an Additional Amount of \$30,722.00 for a new total of \$93,992.00 (original amount of \$63,270.00 approved April 27, 2020) for a FY20 CoronaVirus Response Grant with a period of March 16, 2020 through March 15, 2021.

Dr. Lakritz moved and Dr. Johns seconded a motion to approve an agreement addendum with Stark County Combined General Health District to receive an additional amount of \$30,722.00 for a new

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total of \$93,992.00 for a FY20 CoronaVirus response grant with a period of March 16, 2020 through March 15, 2021. A roll call to vote was taken:

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

Motion carried unanimously.

b. Approve Agreement with Stark County Combined General Health District to Receive \$77,816.00 for a FY20 Contact Tracing Grant with a Period of May, 1 2020 through December 31, 2020.

Ms. Lucas moved and Dr. Johns seconded a motion to approve agreement with Stark County Combined General Health District to receive \$77,816.00 for a FY20 contact tracing grant with a period of May, 1 2020 through December 31, 2020. A roll call to vote was taken:

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

Motion carried unanimously.

c. Approve Agreement with up to Five (5) individuals to Pay up to \$6,240.00 for Each Contract for FY20 Contact Monitoring with a Period of July 1, 2020 to December 31, 2020.

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve an agreement with up to five (5) individuals to pay up to \$6,240.00 for each contract for FY20 contact monitoring with a period of July 1, 2020 to December 31, 2020. A roll call to vote was taken:

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

Motion carried unanimously.

Authorize Agreement with the Stark County Health Department for the FY21 Public Health Emergency Preparedness (PHEP) Grant to Receive an Amount not to Exceed \$90,000.00 for the period of July 1, 2020 through June 30, 2021.

Mr. Wyatt moved and Dr. Lakritz seconded a motion to authorize agreement with the Stark County Health Department for the FY21 Public Health Emergency Preparedness (PHEP) grant to receive an amount not to exceed \$90,000.00 for the period of July 1, 2020 through June 30, 2021. A roll call to vote was taken:

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

Motion carried unanimously.

Authorize Agreement with LexisNexis for Database and Search Services to be Paid at \$180.00 a Month for a Period of July 1, 2020 through June 30, 2021.

Dr. Lakritz moved and Dr. Johns seconded a motion to authorize an agreement with LexisNexis for database and search services to be paid at \$180.00 a month for a period of July 1, 2020 through June 30, 2021. A roll call to vote was taken:

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Dr. Hickman – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Approve an Agreement with Canton Medical Education Foundation (CMEF) for Canton City Public Health (CCPH) 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, 2020 through June 30, 2021

Dr. Hickman moved and Dr. Johns seconded a motion to approve an agreement with Canton Medical Education Foundation (CMEF) for Canton City Public Health (CCPH) to provide patient care training to CMEF resident physicians with the above monetary and time period stipulations. A roll call to vote was taken:

Dr. Hickman – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Approve the FY21 Get Vaccinated Grant Application and Initial Budget to Receive an Amount not to Exceed \$118,661.00 for a Period of July 1, 2020 through June 30, 2021 with the Following Sub-grantees:

- a. Alliance City Health Department Contract in the Amount of \$22,610.00
- b. Stark County Health Department Contract in the Amount of \$49,701.00

Dr. Johns moved and Dr. Lakritz seconded a motion to approve the FY21 Get Vaccinated grant application and initial budget to receive an amount not to exceed \$118,661.00 for a period of July 1, 2020 through June 30, 2021 with the above sub-grantees. A roll call to vote was taken:

Dr. Hickman – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

Approve the FY21 Ohio Equity Institute Grant Application and Initial Budget to Receive an Amount not to Exceed \$231,859.00 for a Period of October 1, 2020 through September 30, 2021 with the Following Sub-grantees:

- a. Stark County Health Department Contract in the Amount of \$19,375.00

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve the FY21 Ohio Equity Institute grant application and initial budget to receive an amount not to exceed \$231,859.00 for a period of October 1, 2020 through September 30, 2021 with the above sub-grantee. A roll call to vote was taken:

Dr. Hickman – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Dr. Johns – Yes

Ms. Lucas – Yes

Motion carried unanimously.

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Approve the FY21 WIC Grant Application and Initial Budget to Receive an Amount not to Exceed \$1,309,727.00 for a Period of October 1, 2020 through September 30, 2021 with the Following Sub-grantees:

- a. Alliance City Health Department Contract in the Amount of \$120,536.00
- b. Massillon City Health Department Contract in the Amount of \$138,537.00
- c. Stark County Health Department Contract in the Amount of \$366,468.00

Dr. Lakritz moved and Dr. Hickman seconded a motion to approve the FY21 WIC grant application and initial budget to receive an amount not to exceed \$1,309,727.00 for a period of October 1, 2020 through September 30, 2021 with the above sub-grantees. A roll call to vote was taken:

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

Motion carried unanimously.

Approve Addendum Agreements for the FY20 WIC Grant for a Period of October 1, 2019 through September 30, 2020 with the Following Sub-grantees:

- a. Alliance City Health Department - \$121,536.00 (originally approved at \$120,536.00 on 6/24/19) - \$1,000.00 Additional
- b. Massillon City Health Department - \$139,537 (originally approved at \$138,537.00 on 6/24/19) - \$1,000.00 Additional
- c. Stark County Health Department - \$392,468.00 (originally approved at \$366,468.00 on 6/24/19) - \$26,000.00 Additional

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve addendum agreements for the FY20 WIC grant for a period of October 1, 2019 through September 30, 2020 with the above sub-grantees. A roll call to vote was taken:

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

Motion carried unanimously.

Mayor Bernabei left at this time, 1:48pm.

Acceptance of Division Reports

- a. Medical Director – Nothing additional.
- b. Nursing/WIC – Dr. Lakritz inquired about the reopening of immunization clinics. Amanda Morningstar conveyed that the goal is to have the clinics open by the end of July, but it could potentially happen in August.
- c. Laboratory – Nothing additional.
- d. OPHII/Surveillance – Nothing additional.

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- e. THRIVE – Nothing additional.
- f. Environmental Health – Dr. Lakritz asked if the recycle center is open and operational. Mr. Adams confirmed that it is, indeed, open.
- g. Air Pollution Control – Nothing additional.
- h. Vital Statistics – Nothing additional.
- i. Fiscal Officer – Nothing additional.
- j. Health Commissioner – James Adams presented information to the Board of Health about the status of COVID-19 in Canton, the status of Canton City Public Health’s response to the pandemic and the proportions of cases based on race and ethnicity.
- k. Accreditation – Nothing additional.
- l. Quality Improvement and Performance Management – Nothing additional.

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

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

Motion carried unanimously.

Other Business

Dr. Hickman suggested that the Board of Health craft a letter thanking Dr. Amy Acton for her service as the former Director of the Ohio Department of Health. The board agreed to address it during the special board meeting that was agreed upon.

Mr. Adams complemented the board and thanked them for their thorough discussions, specifically on public health and racism as well as contact tracing.

Announcement of Next Meeting: Monday, July 27, 2020 at 12:00 PM

The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, July 27, 2020 at 12:00 PM.

Adjourn

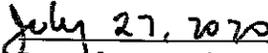
Mr. Wyatt moved and Dr. Johns seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 2:14 PM.



President of the Board of Health



Secretary to the Board of Health



Date of Approval