

Board of Health Minutes

August 23, 2021



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting

Monday, August 23, 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, August 23, 2021 at 12:01 PM with a quorum present.

A roll call found the following Board members present: Dr. Stephen Hickman, Patrick Wyatt and Cleo Lucas.

Staff members present: James Adams, Sean Green, Christi Allen, Christina Henning, Lilli Boehm, Diane Thompson, Annie Butusov, Amanda Archer, Robert Knight and Gus Dria.

Unfinished Business

Jim Adams mentioned the \$3,745.00 Amazon expense which was discussed during the July Board of Health meeting. Mr. Adams stated that this expense was from the purchase of eight standing desks and nine anti-fatigue floor mats for the Health Department.

Approve July 26, 2021 Board of Health Meeting Minutes

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the July 26, 2021 Board of Health meeting minutes. A roll call to vote was taken:

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

Motion carried unanimously.

Approve List of Bills for \$116,569.16

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve the list of bills totaling \$116,569.16. A roll call to vote was taken:

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

Motion carried unanimously.

Approve Personnel:

a. Approve Probationary Period Ending for Jennifer Guy, Family Nurse Practitioner (PT10) Retroactive to July 26, 2021

Dr. Hickman moved and Ms. Lucas seconded a motion to approve the probationary period ending for Jennifer Guy, Family Nurse Practitioner (PT10) retroactive to July 26, 2021 with a pay increase of \$0.93 to a new pay of \$40.93 an hour. A roll call to vote was taken:

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

Motion carried unanimously.

b. Approve Probationary Period Ending for Sarah Thomas, Staff Nurse III (R6), Retroactive to August 22, 2021

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the probationary period ending for Sarah Thomas, Staff Nurse III (R6), retroactive to August 22, 2021 with a pay increase of \$1,222.00 to a new salary of \$57,469.00. A roll call to vote was taken:

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

Motion carried unanimously.

c. Approve Updated Deputy Registrar (R3) Position Description

Dr. Hickman moved and Cleo Lucas seconded a motion to approve the updated Deputy Registrar (R3) position description. The only change to the job description is moving “Vital Statistics experience, minimum of 3 years” from “Minimum Qualifications” to “Preferred Qualifications.” A roll call to vote was taken:

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

Motion carried unanimously.

d. Accept Resignation of Clayton Ralston, APC Engineer (R6), Effective August 25, 2021

Ms. Lucas moved and Dr. Hickman seconded a motion to accept the resignation of Clayton Ralston, APC Engineer (R6), effective August 25, 2021. Clayton has worked at the Health Department since April 13, 2020 (a year and a half). A roll call to vote was taken:

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

Motion carried unanimously.

e. Accept Involuntary Resignation of Dominique Ruffin, EH Public Health Technician (PT1), Effective August 10, 2021

Ms. Lucas moved and Dr. Hickman seconded a motion to accept the involuntary resignation of Dominique Ruffin, EH Public Health Technician (PT1), effective August 10, 2021. Dominique has worked at the Health Department since July 7, 2021. A roll call to vote was taken:

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

Motion carried unanimously.

f. Appointment of Two Part-Time EH Public Health Technicians (PT1)

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve the appointment of a part-time EH Public Health Technician (PT1) position to Deiego Robinson with a start date of September 7, 2021 at \$14.49 an hour with a 90-day probationary period. Salary to come out of the recycle fund 2354.307001.

This motion also includes the approval of the appointment of a second part-time EH Public Health Technician (PT1) to Christopher Brunner with a start date of September 14, 2021 at \$14.49 an hour with a 90-day probationary period. Salary to come out of the recycle fund 2354.307001. This will make three EH Public Health Technician’s at the Recycle Center and one Recycle Center Manager. A roll call to vote was taken:

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

Motion carried unanimously.

g. Appointment of Full-Time Sanitarian I (R4)

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the appointment of a full-time Sanitarian I (R4) to Christina Berardinelli with a start date of September 14, 2021 at \$40,848.00 with a 90-day probationary period. Salary to come out of the food fund 2351.301001. This will make three total Sanitarian I’s. A roll call to vote was taken:

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

Motion carried unanimously.

h. Appointment of Full-Time Staff Nurse II (R5)

Ms. Lucas moved and Dr. Hickman seconded a motion to approve the appointment of a full-time Staff Nurse (R5) to Erin Milano with a start date to be determined at \$49,548.00 with a 90-day probationary period. Salary to come out of the Nursing general fund 7601.303001. This person will be hired to replace Barbra Butler who resigned in July 2021. A roll call to vote was taken:

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

Motion carried unanimously.

i. **Approve Tuition Reimbursement for Annie Butusov, Director of Environmental Health (R7), for \$400.00 for the Summer 2021 Semester**

Mr. Wyatt moved and Dr. Hickman seconded a motion to approve a tuition reimbursement for Annmarie Butusov, Director of Environmental Health (R7) in the amount of \$400.00 for the Summer 2021 semester in accordance with the Canton City Health Code 207.13 to come out of the Environmental Health Fund (7601.307001). Annie received \$400.00 for the Spring 2021 semester. A roll call to vote was taken:

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

Motion carried unanimously.

Approve Recommendations of the Hearing Officer for August 23, 2021

Mr. Wyatt moved and Dr. Hickman seconded a motion to approve the recommendations of the Hearing Officer for August 23, 2021. A roll call to vote was taken:

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

Motion carried unanimously.

Approve Board of Health Statement Regarding Wearing Face Masks and COVID Vaccinations

Dr. Hickman moved and Ms. Lucas seconded a motion to approve the Board of Health statement regarding wearing face masks and COVID vaccinations. A roll call to vote was taken:

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

Motion carried unanimously.

Grants in Response to COVID-19

a. **Approve an Addendum with the Stark County Combined General Health District to Receive an Additional Amount of \$68,004.00 for the CO21 Coronavirus Response Supplemental Grant**

Dr. Hickman moved and Mr. Wyatt seconded a motion to approve an addendum with the Stark County Combined General Health District to receive an additional amount of \$68,004.00 for the CO21 Coronavirus Response Supplemental Grant with a period of March 1, 2020 to December 31, 2021 for a total grant amount of \$391,062.00 (Originally approved \$74,678.00 on 09/21/2020, an additional amount of \$200,000.00 on 12/21/2020 and an additional amount on 07/26/21 for \$48,346.76). A roll call to vote was taken:

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

Motion carried unanimously.

Approve Travel Authorization

a. James Adams, Health Commissioner, AOHC Annual Fall Conference 2021 09/13/2021 to 09/15/2021 in Dublin, Ohio at an Amount not to Exceed \$763.00 (VS/Admin General Fund 7601.301001)

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

Dr. Hickman – Yes Mr. Wyatt – 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. Ozone Data Logger from Agilaire, LLC for an Amount not to Exceed \$7,370.00 (APC Fund 2331)
- b. Ozone Analyzer from Thermo Environmental Instruments LLC for an Amount not to Exceed \$15,418.00 (APC Fund 2331)
- c. Ozone Primary Standard from Thermo Environmental Instruments LLC for an Amount not to Exceed \$17,193.00 (APC Fund 2331)
- d. Toyota Prius from Ferris Chevrolet Inc. for an Amount not to Exceed \$30,00.00 (50% City Capital Improvement Fund and 50% APC Fund 2331)

Ms. Lucas moved and Dr. Hickman seconded a motion to approve the purchase/services of the above items which are equal to or greater than \$5,000.00. Terri Dzienis stated that the purchase of these items is an effort to upgrade to new technology and replace old equipment. A roll call to vote was taken:

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

Motion carried unanimously.

Authorize a Contract with the YWCA of Canton for the Purpose of Receiving Grant Funding for Performing On-Site Clinic Services

Ms. Lucas moved and Mr. Wyatt seconded a motion to authorize a contract with the YWCA of Canton for the purpose of receiving grant funding for performing on-site clinic services (Early Headstart Outreach) for a period of September 1, 2021 through August 31, 2022 for an amount not to exceed \$11,000.00. A roll call to vote was taken:

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

Motion carried unanimously.

Approve FY22 Integrated Naloxone Access and Infrastructure Grant with I.M.P.A.C.T Evangelical Center COGIC

Dr. Hickman moved and Ms. Lucas seconded a motion to approve a FY22 Integrated Naloxone Access and Infrastructure Grant with I.M.P.A.C.T Evangelical Center COGIC in the amount of \$1,000.00 for the period of May 24, 2021 to September 29, 2021 to distribute Naloxone kits. A roll call to vote was taken:

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

Motion carried unanimously.

Approve Partnership Agreement for Integrated Naloxone Access and Infrastructure Grant to Distribute Naloxone Under CCPH's Protocol

Dr. Hickman moved and Ms. Lucas seconded a motion to approve a partnership agreement for Integrated Naloxone Access and Infrastructure Grant to distribute Naloxone under CCPH's protocol, effective July 28, 2021 with annual renewal periods that will automatically renew every year with I.M.P.A.C.T Evangelical Center COGIC. A roll call to vote was taken:

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

Motion carried unanimously.

Approve FY22 Dental Sealant Program Application and Initial Budget in the Amount of \$63,000.00 with a Grant Period of January 1, 2022 to December 31, 2022

Dr. Hickman moved and Ms. Lucas seconded a motion to approve the FY22 Dental Sealant Program application and initial budget in the amount of \$63,000.00 with a grant period of January 1, 2022 to December 31, 2022. A roll call to vote was taken:

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

Motion carried unanimously.

Approve the FY22 Dental Sealant Program Agreement with Dr. Meredith Robeson, Dentist, at an Amount not to Exceed \$1,800.00 (\$200.00 per month for Nine (9) Months in 2022) for the Period of January 1, 2022 through December 31, 2022

Dr. Hickman moved and Ms. Lucas seconded a motion to approve the FY22 Dental Sealant Program agreement with Dr. Meredith Robeson, Dentist, at an amount not to exceed \$1,800.00 (\$200.00 per month for nine (9) months in 2022) for the period of January 1, 2022 through December 31, 2022. A roll call to vote was taken:

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

Motion carried unanimously.

Approve FY22 Dental Sealant Program Agreement with Anna Mayle, Dental Hygienist, at an Amount not to Exceed \$11,672.46 (\$27.29 per Hour for a Maximum of 374 hours [\$10,206.46] and Mileage Reimbursement [\$1,466.00]) for the Period of January 1, 2022 through December 31, 2022

Dr. Hickman moved and Ms. Lucas seconded a motion to approve FY21 Dental Sealant Program Agreement with Anna Mayle, Dental Hygienist, at an amount not to exceed \$11,672.46 (\$27.29 per hour for a maximum of 374 hours [\$10,206.46] and mileage reimbursement [\$1,466.00]) for the period of January 1, 2022 through December 31, 2022. A roll call to vote was taken:

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

Motion carried unanimously.

Approve FY21 Dental Sealant Program Agreement with Alison Giammarco, Dental Hygienist, at an Amount not to Exceed \$11,672.46 (\$27.29 per Hour for a Maximum of 374 hours [\$10,206.46] and Mileage Reimbursement [\$1,466.00]) for the Period of January 1, 2022 through December 31, 2022

Dr. Hickman moved and Ms. Lucas seconded a motion to approve a FY22 Dental Sealant Program agreement with Alison Giammarco, Dental Hygienist, at an amount not to exceed \$11,672.46 (\$27.29 per hour for a maximum of 374 hours [\$10,206.46] and mileage reimbursement [\$1,466.00]) for the period of January 1, 2022 through December 31, 2022. A roll call to vote was taken:

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

Motion carried unanimously.

Approve the FFY 2020-2021 Ohio EPA Air Pollution Control Agreement Amendment for contract term of 10/01/2019-09/30/2021

Ms. Lucas moved and Dr. Hickman seconded a motion to approve the FFY 2020-2021 Ohio EPA Air Pollution Control Agreement amendment for contract term of 10/01/2019-09/30/2021 to provide funding adjustments to reflect the final FFY 2021 funding allocation for a total funding amount of \$1,649,869 (\$880,260 FFY20 and \$765,477 FFY21), including an obligation for the provision of \$40,000 per year of City/local Funds. (APC funds 2331/2332). A roll call to vote was taken:

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

Motion carried unanimously.

Approve an Addendum with Stark County Job and Family Services to Distribute an Additional Amount of \$5,218.43 for the Stark County THRIVE Community Health Worker Program and Fatherhood Program

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve an addendum with Stark County Job and Family Services to distribute an additional amount of \$5,218.43 for the Stark County THRIVE Community Health Worker Program and Fatherhood Program with a period of January 1, 2020 to December 31, 2021 for a total grant amount of \$158,026.41 (originally approved \$152,807.98 on December 19, 2019). A roll call to vote was taken:

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

Motion carried unanimously.

Approve an Addendum with the Stark County Educational Service Center – Help Me Grow Home Visiting Program to Distribute an Additional Amount of \$5,218.44

Mr. Wyatt moved and Dr. Hickman seconded a motion to approve an addendum with the Stark County Educational Service Center – Help Me Grow Home Visiting Program to distribute an additional amount of \$5,218.44 with a period of January 1, 2020 to December 31, 2021 for a total grant amount of \$15,218.44 (originally approved \$10,000.00 on December 19, 2019). A roll call to vote was taken:

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

Motion carried unanimously.

Approve Agreement with Groundwork Ohio Organization with a period of “The first date of signature on the agreement” to September 17, 2021

Ms. Lucas moved and Dr. Hickman seconded a motion to approve an agreement with Groundwork Ohio organization with a period of “the first date of signature on the agreement” to September 17, 2021 to receive \$250.00 for all services performed by CCPH as long as one family participant attends the August 31, 2021 Infant Mortality Task Force Community Listening Session. Additionally, Groundwork Ohio will provide \$100.00 to CCPH for each family participant who registers and attends the session with the purpose of CCPH providing the \$100.00 per diem reimbursement to each family participant. A roll call to vote was taken:

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

Motion carried unanimously.

Approve Addendums for the Below Organizations to Extend the End Date of the Grant Period from August 31, 2021 to September 29, 2021 to Distribute Naloxone Kits

- a. Zion Community Development Corp.

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- b. OhioCan (Change Addiction Now)
- c. Family Empowerment Ministries, Inc.
- d. Emmanuel Tabernacle Family Worship Center
- e. Community Drop-in Center
- f. Stark County's Treatment Accountability for Safer Communities Agency

Dr. Hickman moved and Ms. Lucas seconded a motion to approve addendums for the above organizations to extend the end date of the grant period from August 31, 2021 to September 29, 2021 to distribute Naloxone kits (ODH extended the end date of the grant). A roll call to vote was taken:

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

Motion carried unanimously.

Acceptance of Division Reports

- a. **Nursing/WIC** – Nothing additional.
- b. **Laboratory** – Nothing additional.
- c. **Air Pollution Control** – Republic Steel has suspended leaded steel production until the source of elevated emissions is found.
- d. **Health Commissioner** – On August 14, 2021, CCPH participated in a community wellness and back to school fair held at Crenshaw Park in Canton, Ohio. Roughly 1,000 individuals participated in this event and over 136 individuals were vaccinated. SARTA provided a bus for the vaccination site.
- e. **OPHII** - Lilli Boehm provided a PowerPoint presentation on the “Vax on the Spot” campaign.

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

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

Motion carried unanimously.

Other Business

James Adams recommended that the Board enter into an executive session to consider the compensation of a public employee or official. Mr. Adams requested that the session include all present Board members, the Health Commissioner and Jessica Boley. Dr. Hickman moved and Mr. Wyatt seconded a motion to move the Board meeting into an executive session. A roll call to vote was taken:

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

Motion carried unanimously. The Board entered into executive session at 1:25 PM.

Ms. Lucas moved and Mr. Wyatt seconded a motion to exit executive session at 1:57 PM. A roll call to vote was taken:

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

Motion carried unanimously. The Board returned to normal session at 1:57 PM.

Announcement of Next Meeting: Monday, September 27, 2021 at 12:00 PM

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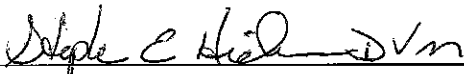
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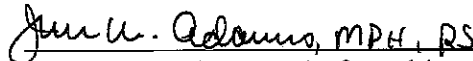
The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, September 27, 2021 at 12:00 PM.

Adjourn

Dr. Hickman moved and Mr. Wyatt seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:59 PM.



President of the Board of Health



Secretary to the Board of Health

September 27, 2021

Date of Approval