



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting

Monday, September 19, 2022 @ 12:00 PM – Goldsmith 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, September 19, 2022 at 12:07 PM with a quorum present.

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

Staff members present: James Adams, Sean Green, Christi Allen, Diane Thompson, Annie Butusov, Laura Roach, Dawn Miller, Gus Dria, Serena Draper Hendershot, Madisyn Smith, and Kelli Trenger.

Also present was City of Canton Finance Director, Mark Crouse.

Approve September 19, 2022 Board of Health Meeting Agenda

Mrs. Lucas moved, and Dr. Johns seconded a motion to approve the September 19, 2022 Board of Health meeting agenda.

Jim Adams requested an amendment be made to the agenda to add item 8.j. "Amendment to CCPH Classification Schedule to add Full-time HIV/STI Prevention Health Educator (R5) position to Nursing Division."

Mrs. Lucas moved, and Dr. Johns seconded a motion to approve the amended agenda.

Motion carried unanimously.

Executive Session to Discuss the Compensation of a Public Employee

Mr. Wyatt moved, and Dr. Johns seconded a motion to enter an executive session to discuss the compensation of a public employee to include Board members, Jim Adams, and the City of Canton Finance Director, Mark Crouse. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously. The meeting entered an executive session at 12:13pm.

Return to Normal Session

Dr. Johns moved, and Dr. Hickman seconded a motion to exit executive session and return to normal session. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously. The meeting returned to normal session at 12:53pm.

Approve August 22, 2022 Board of Health Meeting Minutes

Mrs. Lucas moved, and Dr. Johns seconded a motion to approve the August 22, 2022 Board of Health meeting minutes.

Motion carried unanimously.

Approve List of Bills - \$175,979.92

Dr. Hickman moved, and Dr. Johns seconded a motion to approve the list of bills totaling \$175,979.92. A roll call vote was taken:

Page (2)

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approval Moral Obligation for Massillon City Health Department for \$10,077.65 for WIC Grant

Dr. Lakritz moved, and Mr. Wyatt seconded a motion to approve a moral obligation to Massillon City Health Department for \$10,077.65 for WIC Grant. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Personnel

a. Probationary Period Ending for Kristina Gantz, Early Intervention Specialist Navigator (R5), Retroactive to September 4, 2022

Dr. Hickman moved, and Mr. Wyatt seconded a motion to approve the probationary period ending for Kristina Gantz, Early Intervention Specialist Navigator (R5), retroactive to September 4, 2022 with a pay raise of \$1,169.00 and a new annual salary of \$46,785.00. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

b. Probationary Period Ending for Madisyn Smith, Workforce Development Specialist (R4), Retroactive to September 4, 2022

Dr. Lakritz moved, and Dr. Johns seconded a motion to approve the probationary period ending for Madisyn Smith, Workforce Development Specialist (R4), retroactive to September 4, 2022 with a pay raise of \$951.00 and a new annual salary of \$43,024.00. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

c. Resignation of Preston Pitts, EH Public Health Specialist (PT1), Effective September 6, 2022

Dr. Lakritz moved, and Dr. Johns seconded a motion to approve the resignation of Preston Pitts, EH Public Health Specialist (PT1), effective September 6, 2022. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

d. Resignation of Calsandra Marinchick, HUB Manager (R5), Effective September 12, 2022

Mr. Wyatt moved, and Dr. Hickman seconded a motion to approve the resignation of Calsandra Marinchick, HUB Manager (R5), effective September 12, 2022. A roll call vote was taken:

Page (3)

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

e. Appointment of a Full-Time Environmental Health Specialist in Training (R4)

Mr. Wyatt moved, and Mrs. Lucas seconded a motion to approve the appointment of a full-time Environmental Health Specialist in Training (R4) to Hunter Jepsen at an annual salary of \$42,073.00 with a 90-day probationary period. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

f. Appointment of a Part-Time EH Public Health Technician (PT1)

Mrs. Lucas moved, and Dr. Lakritz seconded a motion to approve the appointment of a part-time EH Public Health Technician (PT1) to Jehvon Clarke at \$14.92 per hour with a 90-day probationary period. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

g. Appointment of a Full-Time Community Health Educator (R5)

Jim Adams informed the Board that a candidate for the full-time Community Health Educator (R5) position has not yet been identified. This agenda item was tabled.

h. NEW Full-Time HIV/STI Prevention Health Educator (R5) Job Description

Dr. Lakritz moved, and Dr. Hickman seconded a motion to approve the new full-time HIV/STI Prevention Health Educator (R5) job description as presented. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

i. Vacation Carry Over from 2022 to 2023

Dr. Hickman moved, and Dr. Johns seconded a motion to approve the following employees to carry over vacation days from 2022 to 2023 per section 207.18 (e) of the Canton Health Code:

Pamela Gibbs – 5 days (40hrs); Diane Thompson – 5 days (40hrs); Kelli Trenger – 5 days (40 hrs)

A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

j. Amendment to the CCPH Classification Schedule to add Full-time HIV/STI Prevention Health Educator (R5) Position to Nursing Division

Dr. Johns moved, and Dr. Lakritz seconded a motion to approve an amendment to the CCPH classification schedule to add a full-time HIV/STI Prevention Health Educator (R5) position to the Nursing Division. A roll call vote was taken:

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

Motion carried unanimously.

Approve Recommendations of the Hearing Officer for September 19, 2022

Mr. Wyatt moved, and Mrs. Lucas seconded a motion to approve the recommendations of the Hearing Officer for September 19, 2022. A roll call vote was taken:

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

Motion carried unanimously.

Approve Travel Authorization

- a. Pam Gibbs, Health Service Coordinator, for Travel from 10/17/2022 to 10/18/2022, 2022 Transforming Care Conference in Columbus at a Cost not to Exceed \$383.35, HIV Grant**
- b. Shameem Ahmad, Disease Intervention Specialist, for Travel from 10/17/2022 to 10/18/2022, 2022 Transforming Care Conference in Columbus at a Cost not to Exceed \$294.35, HIV Grant**
- c. Tiffany Biedenbach, Linkage to Care Specialist, for Travel from 10/17/2022 to 10/18/2022, 2022 Transforming Care Conference in Columbus at a Cost not to Exceed \$383.35, HIV Grant**
- d. Kristina Gantz, Early Intervention Services Navigator, for Travel from 10/17/2022 to 10/18/2022, 2022 Transforming Care Conference in Columbus at a Cost not to Exceed \$369.35, HIV Grant**

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

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

Motion carried unanimously.

Approve the FFY 2022-2023 Ohio EPA Air Pollution Control Contract Amendment for the Period of October 1, 2021 to June 30, 2023; Update the Funding Total Amount of the Final FFY22 and Estimated FFY23 Amount to \$1,345,367 Total; and Approve the Regular Annual Obligation of \$40,000.00 per Year for Two Years for a Total of \$80,000.00 from Local Funds for APC Programming

Mr. Wyatt moved, and Dr. Johns seconded a motion to approve the FFY 2022-2023 Ohio EPA Air Pollution Control contract amendment for the period of October 1, 2021 to June 30, 2023; update the funding total amount of the final FFY22 and estimated FFY23 amount to \$1,345,367 total; and approve the regular annual obligation of \$40,000.00 per year for two years for a total of \$80,000.00 from local funds for APC programming. A roll call vote was taken:

Page (5)

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Agreement with Sisters of Charity Foundation of Canton to Receive \$119,259.00 for the period September 1, 2022 through December 31, 2023

Dr. Lakritz moved, and Dr. Johns seconded a motion to approve an agreement with Sisters of Charity Foundation of Canton to receive \$119,259.00 for the period of September 1, 2022 through December 31, 2023. [Funding for the Stark County THRIVE Community Health Worker Evaluation Project to be paid to Kent State University. This a continuation of the current evaluation project.] A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Authorize a Contract with Kent State University for the Stark County THRIVE Community Health Worker Evaluation Project Continuation for \$119,259.00 for the period of September 1, 2022 through December 31, 2023

Mr. Wyatt moved, and Mrs. Lucas seconded a motion to authorize a contract with Kent State University for the Stark County THRIVE Community Health Worker Evaluation Project continuation for \$119,259.00 for the period of September 1, 2022 through December 31, 2023. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve the FY23 STI Prevention Grant Application and Initial Budget in the Amount of \$232,000.00 for the Grant Period January 1, 2023 to December 31, 2023

Dr. Hickman moved, and Dr. Lakritz seconded a motion to approve the FY23 STI Prevention Grant application and initial budget in the amount of \$232,000.00 for the grant period January 1, 2023 to December 31, 2023. [Source of funds is Ohio Department of Health]. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve FY23 HIV Grant Application and Initial Budget in the Amount of \$326,193.00 for the Grant Period January 1, 2023 to December 31, 2023 and Approve Agreements with the Following Sub-grantees for the Same Grant Period

- a. Alliance City Health Department in the Amount of \$13,500.00
- b. New Philadelphia City Health Department in the Amount of \$23,454.00
- c. Jefferson County Health Department in the Amount of \$13,800.00

Mr. Wyatt moved, and Dr. Hickman seconded a motion to approve a FY23 HIV Grant application and initial budget in the amount of \$326,193.00 for the grant period of January 1, 2023 to December 31, 2023

and approve agreements with the above sub-grantees for the same grant period [source of funds is Ohio Department of Health]. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve FY23 Ohio Equity Institute (OEI) Grant Application and Initial Budget in Amount of \$322,375.00 for the Grant Period of January 1, 2023 to December 31, 2023

Mrs. Lucas moved, and Dr. Lakritz seconded a motion to approve a FY23 Ohio Equity Institute (OEI) Grant application and initial budget in the amount of \$322,375.00 for the grant period of January 1, 2023 to December 31, 2023 [source of funds is Ohio Department of Health]. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve the Addendum to the Zion Community Church of God Agreement for the Naloxone Grant to Distribute Naloxone Kits for an Additional Amount of \$500.00 (New Grant Total of \$1,500.00) for the Period of September 30, 2021 to December 31, 2022

Dr. Lakritz moved, and Dr. Johns seconded a motion to approve the addendum to the Zion Community Church of God agreement for the Naloxone Grant to distribute Naloxone kits for an additional amount of \$500.00. (New grant total of \$1,500.00) for the period of September 30, 2021 to December 31, 2022. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Acceptance of Division Reports

- a. **Nursing/WIC** – Diane Thompson announced that CCPH has received standing orders for bivalent vaccine. Administration of the vaccine began last week.
- b. **Laboratory** – Nothing additional
- c. **Environmental Health** – Nothing additional.
- d. **OPHII/Surveillance** – Dr. Hickman congratulated Michelle Streetman and Madisyn Richards on their selection as community champions for the Healing Communities Study.
- e. **Equity Report** – Serena Draper Hendershot provided a report on implementing a race equity tool into the Health Department.

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 Dr. Johns – Yes

Dr. Lakritz – Yes Mrs. Lucas – Yes

Board of Health Minutes
September 19, 2022

Page (7)

Motion carried unanimously.

Other Business

Terri Dzienis informed the Board that there will be another public meeting concerning Republic Steel on September 20th at 6:00pm. The meeting will be held at the Southeast Community Center.

Jim Adams announced that CCPH will be closed on Wednesday, September 28th due to the annual all-staff meeting. The meeting will be held at the Canton Police Hall and will last a full work day.

Announcement of Next Meeting: Monday, October 24, 2022 at 12:00 PM

The next regular meeting of the Board of Health of Canton City Public Health will be Monday, October 24, 2022 at 12:00PM.

Adjourn

Dr. Hickman moved, and Mr. Wyatt seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:44 PM.



President of the Board of Health



Secretary to the Board of Health

October 24, 2022

Date of Approval