



Board of Health of the Canton City Health Department

Regular Meeting
Monday, January 27, 2014
@ 12:00pm



Public Health
Prevent. Promote. Protect.

MEETING MINUTES

Call to Order and Roll Call

Dr. Hickman called to order the regular meeting of the Board of Health of the Canton City Health Department on Monday, January 27, 2014 at 12:07pm with a quorum present.

Members Dr. Hickman, Mr. Schott and Dr. Lakritz were present. Ms. Snell and Dr. Fiorentino were excused. Also present was Jim Adams, Leigh Page, Dr. Mader and Christi Allen.

Approval of Minutes of Meeting Held December 16, 2013

Mr. Schott moved and Dr. Lakritz seconded a motion to approve the minutes of the regular meeting held December 16, 2013. Motion passed unanimously.

Approval of 2014 Board of Health Meeting Dates

Dr. Lakritz moved and Mr. Schott seconded a motion to approve the 2014 Board of Health dates as presented. Motion passed unanimously.

Approval of List of Bills Totaling \$283,295.37

Mr. Schott moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$283,295.37. Motion passed unanimously.

Consideration of Executive Session

There was no executive session.

Personnel

Dr. Lakritz moved and Mr. Schott seconded a motion to approve the following personnel issues. Motion passed unanimously.

- a. Probationary period for Ashanti Parker effective 1/8/14
- b. Probationary period for Janet Copeland effective 1/1/14
- c. Medical leave for Ashanti Parker for up to 12 weeks
- d. Medical leave for Sharon Foster for up to 12 weeks

Approval of Recommendations of the Hearing Officer for Hearings Held on January 27, 2014

There were no hearings for January.

Consideration of Approval of a Student Rotation Program Agreement with Stark State College

Mr. Schott moved and Dr. Lakritz seconded a motion to approve a student rotation program with Stark State College. Motion passed unanimously.

Consideration of Resolution 2014-01 Hours Worked, Compensatory Time and Overtime Pay

Mr. Schott moved and Dr. Lakritz seconded a motion to approve resolution 2014-01 for changes in hours worked, compensatory time and overtime pay. Motion passed unanimously.

Consideration of Resolution 2014-02 Clarification of Wage and Salary Schedule

Mr. Schott moved and Dr. Lakritz seconded a motion to approve resolution 2014-02 for the clarification of wage and salary schedule. Motion passed unanimously.

Consideration of Resolution 2014-03 Public Records

Dr. Lakritz moved and Mr. Schott seconded a motion to approve resolution 2014-03 for the Public Records policy. Motion passed unanimously.

Consideration of Resolution 2014-04 Auditor Certification – Abatement of Public Nuisances

Mr. Schott moved and Dr. Lakritz seconded a motion to approve resolution 2014-04 the auditor certification for the abatement of public nuisances. Motion passed unanimously.

Consideration of Resolution 2014-05 Authorizing Payment of Regular Expenses

Mr. Schott moved and Dr. Lakritz seconded a motion to approve resolution 2014-05 authorizing payment of regular expenses. Motion passed unanimously.

Consideration of Resolution 2014-06 for Periodic Program-Related Travel Expenses

Dr. Lakritz moved and Mr. Schott seconded a motion to approve resolution 2014-06 for Periodic Program-Related Travel Expenses. Motion passed unanimously.

Consideration of Approval of the Following Purchases:

- a. One Sharp Continuous Particulate Monitor with/Options for Ambient PM2.5 Monitoring at a Cost not to Exceed \$26,000.00 (Fund 2331)
- b. One Panasonic Toughbook Convertible Laptop w/Accessories for Ambient PM2.5 Monitoring at a Cost not to Exceed \$5,500.00 (Fund 2331)

Mr. Schott moved and Dr. Lakritz seconded a motion to approve the above purchases. Motion passed unanimously.

Consideration of Approval of ODH Lead Case Management Contract Retroactive to July 1, 2013

Consideration of Approval of ODH Lead Investigation Contract Retroactive to July 24, 2013

Dr. Lakritz moved and Mr. Schott seconded a motion to approve the ODH Lead Case Management contract retroactive to July 1, 2013 and the Lead Investigation contract retroactive to July 24, 2013. Motion passed unanimously.

Consideration of Approval of Out of District Travel

Dr. Lakritz moved and Mr. Schott seconded a motion to approve out of district travel for Pamela Gibbs, Health Service Coordinator, for travel on 3/17/14 & 3/18/14 for a HIV Couples Testing Counseling Training in Columbus, Ohio at a cost not to exceed \$212.33 (Fund 2318). Motion passed unanimously.

Acceptance of Division Reports

Division reports were reported before the meeting started since there was not a quorum.

- a. Medical Director – Dr. Mader had no report.
- b. Nursing/WIC – No additional comments.
- c. Laboratory – No additional comments.
- d. OPHI/Surveillance – Christina Henning was not present and did not have a report.
- e. Environmental Health – No additional comments.
- f. Air Pollution Control – No additional comments.
- g. Vital Statistics – Mr. Adams informed the Board that the Health Department would be setting up a computer kiosk for residents to look up death and birth records.
- h. Fiscal – Ms. Page informed the Board that the 2014 budget was lower than 2013.
- i. Health Commissioner – At the next Board meeting, there will be a resolution setting the dollar threshold of expenses which require prior Board approval

Mr. Schott moved and Dr. Lakritz seconded a motion to approve the above division reports. Motion passed unanimously.

Other Business

Mr. Schott was reappointed to the Health District Licensing Council.

Mr. Adams informed the Board that each Board member is required to have 2 hours of training. There will be 15 minutes of training after each Board meeting to fulfill these 2 hours.

Announcement of Next Meeting: Monday, February 24, 2014 @ 12:00pm

The next regular scheduled meeting of the Board of Health of the Canton City Health Department will be on Monday, February 24, 2014 at 12:00pm at the Canton City Health Department.

Adjourn

Dr. Lakritz moved and Mr. Schott seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:14pm.



President of the Board of Health



Secretary to the Board of Health

2/25/2014

Date of Approval

