

BOARD OF HEALTH



Public Health
Prevent. Promote. Protect.

Canton City Public Health

**Monday, January 28, 2019
@ 12:00pm**



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting

Monday, January 28, 2019 @ 12:00pm – Board Room

Agenda

1. Call to Order and Roll Call
2. Approve December 17, 2018 Board of Health Meeting Minutes
3. Approve January 8, 2019 Special Board of Health Minutes
4. Approve List of Bills: \$168,080.90
5. Election of Board of Health Officers
6. Personnel:
 - a. Approve Vacation Credit and Sick Time Balance from Previous Employment for Dea Most, WIC Dietitian (R5)
 - b. Appointment of APC Engineer (R6)
7. Approve Recommendations of the Hearing Officer for January 28, 2019
8. Approve Agreement with LaToya Dickens to Provide Nurse Practitioner Services on as as-needed Basis for the Health Department from January 1, 2019 through December 31, 2019 at a Rate of \$35.48 per Hour not to Exceed \$2,128.80
9. Approve FY19 HIV Grant Agreement to Award Planned Parenthood of Greater Stark County for \$25,000.00 for the Period from January 1, 2019 through December 31, 2019 (Originally Approved at \$19,500.00 on September 24, 2018)
10. Approve Agreement with Hologic to Provide Laboratory Equipment and Equipment Service for the Period from May 2, 2019 through May 1, 2020 in Exchange for an Exclusive Supply Purchasing Relationship
11. Approve Agreement to Receive \$8,000.00 from The Comer Foundation Fund at The Chicago Community Foundation for the SWAP – Stark Wide Approach to Prevention Program Effective Through 12/31/2019.
12. Approve agreement with Linwood Acres for infant mortality services and service outreach.
13. Approve Resolutions:
 - a. 2019-01: Authorizing Payment of Regular Expenses
 - b. 2019-02: Periodic Program-Related Travel Expenses
 - c. 2019-03: Abatement of Public Nuisances
 - d. 2019-04: Rescinding Various Sections of Health Code
 - e. 2019-05: Amend Section 207.10 of the Health Code
14. Approve Travel Authorization
 - a. Frank Catrone, Staff Nurse II, for Travel from 02/05/2019 to 02/07/2019, Making Proud Choices Training in Columbus, OH at a Cost not to Exceed \$529.70 (\$316.70 for Hotel - Paid Directly, \$213.00 Reimbursement to Employee) PREP Grant – 2323
 - b. Molly Malloy, Staff Nurse II, for Travel from 02/05/2019 to 02/07/2019, Making Proud Choices Training in Columbus, OH at a Cost not to Exceed \$183.00 (Reimbursement to Employee, PREP Grant – 2323

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15. Acceptance of Reports

- a. Medical Director
- b. Nursing/WIC
- c. Laboratory
- d. OPHI/Surveillance
- e. THRIVE
- f. Environmental Health
- g. Air Pollution Control
- h. Vital Statistics
- i. Fiscal
- j. Health Commissioner
- k. Accreditation Team
- l. Quality Improvement

16. Other Business

17. Next Meeting: Monday, February 25, 2019 at 12:00pm

18. Adjournment



Public Health
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Canton City Public Health

Board of Health Meeting
Monday, December 17, 2018 @ 12:00 PM – Board Room
Minutes

Call to Order and Roll Call

Dr. Hickman called to order the regular meeting of the Board of Health of Canton City Public Health on Monday, December 17, 2018 at 12:00 PM with a quorum present.

Dr. Hickman, Mr. Wyatt, Dr. Fiorentino and Ms. Lucas were present. Also present were James Adams, Christi Allen and Robert Knight.

Approve November 26, 2018 Board of Health Meeting Minutes

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve the November 26, 2018 Board of Health meeting minutes. Motion passed unanimously.

Mayor Bernabei arrived at this time, 12:01 PM.

Mayor Bernabei thanked the members of the Board of Health and the staff of Canton City Public Health for their hard work in 2018.

Mayor Bernabei left at this time, 12:02 PM.

Approve List of Bills - \$287,146.70

Dr. Fiorentino moved and Ms. Lucas seconded a motion to approve the list of bills totaling \$287,146.70. Motion passed unanimously.

Approve Personnel

a. Appointment of Staff Nurse II (R5)

Dr. Fiorentino moved and Ms. Lucas seconded a motion to approve the appointment of Carri Williams as the full-time Staff Nurse II (R5) at a starting salary not to exceed \$49,549.00, with a ½ step pay increase after a 90-day satisfactory probationary period with a start date to be determined. The second choice is Allison Black with a starting salary of \$45,463.00 with a start date to be determined. The salary will be paid from the Nursing General Fund (1001 303001) and IAP fund (2321). Motion passed unanimously.

b. Appointment of WIC Peer Helper (PT13)

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the appointment of Rachel Brown as the part-time WIC Peer Helper at \$10.64 per hour with a ½ step pay increase to \$10.86 per hour after a 90-day satisfactory probationary period with a start date to be determined. The salary will be paid from WIC funds (2316). Motion passed unanimously.

c. Resignation of David Hampton, Air Pollution Control Engineer (R6)

Mr. Wyatt moved and Ms. Lucas seconded a motion to accept the resignation of David Hampton, Air Pollution Control Engineer (R6), effective January 29, 2019. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for December 17, 2018

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the recommendations of the hearing officer for the December 17, 2018 hearings. Motion passed unanimously.

Dr. Lakritz arrived at this time, 12:09 PM.

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Authorize a Contract with Jon Elias, MD as the Health Department's Medical Director for \$13,500.00 for a Period of January 1, 2019 through December 31, 2019 (\$1,000.00 a Month Plus up to \$1,500.00 for Reimbursement for Travel and Training)

Mr. Wyatt moved and Ms. Lucas seconded a motion to authorize a contract with Jon Elias, MD as the Health Department's Medical Director for \$13,500.00 for a period of January 1, 2019 through December 31, 2019 (\$1,000.00 a month plus up to \$1,500.00 for reimbursement for travel and training). Motion passed unanimously.

Approve a Contract with R & G Janitorial Inc. at an Amount not to Exceed \$24,000.00 (\$2,000.00/month) for Custodial Cleaning Services for the Period of January 1, 2019 through December 31, 2019

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve a contract with R & G Janitorial Inc. at an amount not to exceed \$24,000.00 (\$2,000.00/month) for custodial cleaning services for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

Approve an Agreement with Creative Rehab to Provide Training Services to their Clients and Students at the Recycle Center for the Period of January 1, 2019 through December 31, 2019 at no Cost to Canton City Public Health.

Ms. Lucas moved and Dr. Fiorentino seconded a motion to approve an agreement with Creative Rehab to provide training services to their clients and students at the Recycle Center for the period of January 1, 2019 through December 31, 2019 at no cost to Canton City Public Health. Motion passed unanimously.

Approve the FY18 Dental Sealant Program Agreement with Dr. Meredith Robeson at an Amount not to Exceed \$1,800.00 for the Period of January 1, 2019 through December 31, 2019

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the FY18 dental sealant program agreement with Dr. Meredith Robeson at an amount not to exceed \$1,800.00 for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

Approve FY18 Dental Sealant Program Agreement with Anna Mayle at an Amount not to Exceed \$11,377.00 for the Period of January 1, 2019 through December 31, 2019

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the FY18 dental sealant program agreement with Anna Mayle at an amount not to exceed \$11,377.00 for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

Approve FY18 Dental Sealant Program Agreement with Alison Giammarco at an Amount not to Exceed \$11,377.00 for the Period of January 1, 2019 through December 31, 2019

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the FY18 dental sealant program agreement with Alison Giammarco at an amount not to exceed \$11,377.00 for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

Acceptance of Division Reports

- a. Medical Director – Nothing additional to report.
- b. Nursing/WIC – Diane Thompson reported that the WIC division has been performing some outreach activities but that WIC numbers are down locally and nationally.
- c. Laboratory – Nothing additional to report.

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- d. OPHI/Surveillance – Amanda Archer reported that there is a small suspected GI outbreak at an elementary school.
- e. THRIVE – Sandy Marinchick reported that the new Neighborhood Navigator started recently and that two of THRIVE’s bus wraps are ready. Amanda Archer reported that the division recently attended a conference where they distributed program literature and that an application has been submitted to the National Association of County and City Health Officials.

Ms. Lucas mentioned that THRIVE has been submitted for an award by Liz Edmunds at Aultman.

- f. Environmental Health – Annmarie Butusov asked the board what information they would like to see included on the division’s monthly reports. Dr. Hickman said that he likes the charts outlining outcomes and he likes to see reports of what the division is doing.

Ms. Butusov reported that the EH division recently attended a free Office 365 training at the Stark County Library. She reported that the Department of Agriculture wants to perform a food service survey on February 4, 2019 but that she has requested that it be rescheduled. She also reported that the division is working on a Memorandum of Understanding with Stark County Health Department to perform inspections on the limited number of on-lot sewage systems remaining in the city and that they are considering asking the board to remove some outdated sections of the health code.

- g. Air Pollution Control – Terri Dzienis reported to the board that she expects the new air monitor to be running some time in January and that Republic Steel has a stack test schedule for tomorrow. She also reported that APC recently received a complaint, via an attorney, about possible unpermitted manufacturing that has reportedly been ongoing at the Sterilite facility in Massillon and that several pieces of evidence were submitted with the complaint.
- h. Vital Statistics – Nothing additional to report.
- i. Fiscal Officer – Christi Allen reported that she is still waiting for the hear if the department’s proposed budget has been approved by City Council.
- j. Health Commissioner – James Adams reported to the board that Annie Butusov recently worked with the Gervasi Vineyard to ensure that their new facility could open on schedule.

Mr. Adams also asked the board members if they were interested in membership in the Ohio Association of Boards of Health. The association offers trainings and holds meetings that might be of interest to the board. The members unanimously agreed that they would like to be members.

Mr. Adams then reported that there are several building repair projects scheduled soon and that in the next few days the department’s phone and network systems are being upgraded by the IT department.

- k. Accreditation – Robert Knight reviewed the status of the department’s document submissions to the Public Health Accreditation Board and said that he expects to receive an update from PHAB about the preliminary document review sometime in January.
- l. Quality Improvement – Nothing additional to report.

Board of Health Minutes

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Mr. Wyatt moved and Dr. Lakritz seconded a motion to accept the division reports. Motion passed unanimously.

Other Business

No other business was discussed.

Announcement of Next Meeting: Monday, January 28, 2019 at 12:00 PM

The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, January 28, 2019 at 12:00 PM.

Adjourn

The meeting adjourned at 12:54 PM.

President of the Board of Health

Secretary to the Board of Health

Date of Approval



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Special Meeting
Tuesday, January 8, 2019 @ 5:00 PM – Board Room
Minutes

Call to Order and Roll Call

Dr. Hickman called to order the special meeting of the Board of Health of the Canton City Health Department on Tuesday, January 8, 2019 at 5:03 PM with a quorum present.

Dr. Hickman, Ms. Lucas and Mr. Wyatt were present. Also present were James Adams, Diane Thompson and Robert Knight.

Approve Personnel

a. Approve Starting Salary for Allison Black, Staff Nurse II (R5)

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the starting salary for Allison Black, Staff Nurse II (R5), at \$48,527.00 with a half-step increase after a satisfactory 90-day probationary period to \$49,549.00 with a start-date of January 14, 2019.

b. Appointment of Health Services Coordinator/DIS and LTC Supervisor (R6)

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the appointment of Pamela Gibbs from Health Services Coordinator (R5) to Health Services Coordinator/DIS and LTC Supervisor (R6) with a 3% increase to \$54,190.36 with a half-step increase after a satisfactory 90-day probationary period to \$55,290.36 with a start-date of January 8, 2019. Motion passed unanimously.

Adjourn

Mr. Wyatt moved and Ms. Lucas seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 5:16 PM.

President of the Board of Health

Secretary to the Board of Health

Date of Approval



Accounts Payable by G/L Distribution Report

G/L Date Range 12/13/18 - 01/17/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 1001 - General Operating											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
51874 - VERIZON WIRELESS	9821148894	Monthly Hot Spot Fee for CCHD, 2018	Paid by Check # 643121		12/26/2018	01/18/2019	* 01/10/2019		01/10/2019	40.17	
Account 705.05 - Professional Services Computer Access Line Fees Totals										Invoice Transactions 1	<u>40.17</u>
Account 705.06 - Professional Services Other Professional Services											
51940 - REED FUNERAL HOME, INC.	C.Bell Indigent	Indigent Cremation for Candace Bell, DOD: 11/3/2018	Edit		01/03/2019	01/16/2019	01/16/2019			495.00	
34563 - RICHARD L DEAN	W.Parish Indigen	Indigent Cremation for Willie Parish, DOD: 12/09/2018	Edit		01/09/2019	01/17/2019	01/17/2019			495.00	
50276 - MARK VRABEL FUNERAL HOME	M.Poletsky Indig	Indigent Cremation for Michael Poletsky, DOD: 12/05/18	Edit		01/03/2019	01/17/2019	01/17/2019			495.00	
Account 705.06 - Professional Services Other Professional Services Totals										Invoice Transactions 3	<u>\$1,485.00</u>
Account 705.14 - Professional Services Maintenance Contracts											
27986 - R & G JANITORIAL, INC.	3057	Cleaning of CCHD Office Building, 2018	Paid by Check # 643277		12/31/2018	01/04/2019	* 01/15/2019		01/15/2019	1,900.00	
51860 - TRONITECH INC	7019	MicroFiche Machine for 1-Year Contract	Edit		01/17/2019	01/17/2019	01/17/2019			927.00	
Account 705.14 - Professional Services Maintenance Contracts Totals										Invoice Transactions 2	<u>\$2,827.00</u>
Account 706.18 - Contract Service Car Wash											
1597 - RED CARPET CAR WASH	Dec GF CarWashes	Cas Washes, As Needed for Admin, N, EH, Lab	Edit		12/31/2018	01/17/2019	* 01/17/2019			17.00	
Account 706.18 - Contract Service Car Wash Totals										Invoice Transactions 1	<u>\$17.00</u>
Account 734.11 - Supplies Miscellaneous Office Supplies											
51852 - IPRINT TECHNOLOGIES	576954	Printer cartridges, as needed in 2018	Edit		12/19/2018	01/19/2019	* 01/17/2019			42.00	
43051 - SYNCB/AMAZON	Nov18GF Supplies	60457 8781 027661 4	Edit		12/10/2018	01/17/2019	* 01/17/2019			248.41	
Account 734.11 - Supplies Miscellaneous Office Supplies Totals										Invoice Transactions 2	<u>\$290.41</u>
Account 734.18 - Supplies Furniture/Fixtures (\$0-\$999.99)											
905 - INDEPENDENCE BUSINESS SUPPLY	1585794-0	Office Chairs for 5 WIC Staff	Edit		01/16/2019	01/17/2019	* 01/17/2019			820.00	
Account 734.18 - Supplies Furniture/Fixtures (\$0-\$999.99) Totals										Invoice Transactions 1	<u>\$820.00</u>
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements											
1364 - OHIO DIVISION OF REAL ESTATE	Oct,Nov,Dec 18	Burial Permits Reimbursements for 2018	Paid by Check # 643269		01/04/2019	01/04/2019	* 01/15/2019		01/15/2019	942.50	
1941 - TREASURER STATE OF OHIO	19200864	4th Quarter 2018 Tech Fees - Vital Statistics	Edit		01/07/2019	01/30/2019	01/15/2019			48,563.60	
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals										Invoice Transactions 2	<u>\$49,506.10</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 12/13/18 - 01/17/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 1001 - General Operating											
Department 301001 - Health - Administration											
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
2527 - DIANE C. THOMPSON	Dec18 Travel	OPHA PHN Conf, 12/12/18 - 12/14/18, Columbus, OH	Paid by Check # 643120		12/17/2018	01/04/2019	* 01/10/2019		01/10/2019	22.83	
									Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 1	<u>22.83</u>
Account 776.13 - Membership dues & Fees Membership Dues and Fees											
40392 - ASSOCIATION OF HEALTH COMMISSIONERS	2019 AOHC Dues	AOHC Membership durs for 2019	Edit		01/09/2019	01/17/2019	01/17/2019			914.00	
7478 - OHIO ASSOCIATION OF BOARDS OF HEALTH	2019 Dues	Membership for OABH for 2019	Edit		01/10/2019	01/17/2019	01/17/2019			180.00	
									Account 776.13 - Membership dues & Fees Membership Dues and Fees Totals	Invoice Transactions 2	<u>\$1,094.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 15	<u>\$56,102.51</u>
Department 303001 - Nurses											
Account 705.06 - Professional Services Other Professional Services											
51158 - JON ELIAS M.D.	Dec18 Med. Dir.	Medical Director Services - 2018	Edit		01/01/2019	01/15/2019	* 01/15/2019			1,000.00	
52334 - LEXISNEXIS RISK DATA MANAGEMENT INC	1672320-20181231	FY18 Database Services	Edit		12/31/2018	01/31/2019	* 01/16/2019			48.50	
43145 - TELELANGUAGE	TL102917	Interpreter Services, as Needed in Clinic	Edit		01/08/2019	02/07/2019	* 01/16/2019			195.50	
32146 - WORK HEALTH & SAFETY SERVICES	53025	Respiratory Fit Testing - Nursing	Edit		01/17/2019	01/17/2019	* 01/17/2019			40.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 4	<u>\$1,284.00</u>
Account 705.14 - Professional Services Maintenance Contracts											
39134 - RICOH USA INC	5055494965	Maintenance for MCP3503 Copier Machine, 2018	Edit		01/01/2019	01/17/2019	* 01/17/2019			138.96	
									Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 1	<u>\$138.96</u>
Account 713.13 - Utilities Telephone											
177 - AT&T	330454766412	Service for 2nd Fax Line in Nursing	Paid by Check # 642927		12/16/2018	01/04/2019	12/24/2018		12/24/2018	40.64	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$40.64</u>
Account 734.11 - Supplies Miscellaneous Office Supplies											
905 - INDEPENDENCE BUSINESS SUPPLY	1583645-0,	1577081-3, 1588274, 1583645-2, 1577057-5, 1583645-1, 1582158	Edit		12/14/2018	01/17/2019	* 01/17/2019			33.54	
									Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 1	<u>\$33.54</u>
Account 734.58 - Supplies Miscellaneous Supplies											
51591 - POINT DEFIANCE AIDS PROJECT	19256	SWAP Supplies	Edit		12/12/2018	01/16/2019	* 01/16/2019			10.56	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$10.56</u>
									Department 303001 - Nurses Totals	Invoice Transactions 8	<u>\$1,507.70</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 12/13/18 - 01/17/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 1001 - General Operating											
Department 304001 - Lab											
Account 705.06 - Professional Services Other Professional Services											
50080 - AMERICAN PROFICIENCY INSTITUTE	API 66935	Clinical Laboratory Proficiency Testing - LAB	Edit		01/17/2019	01/17/2019	01/17/2019			1,299.04	
34284 - REAM & HAAGER LABORATORY	4318526, 4318619	Laboratory Testing Services for Water Samples, as needed	Edit		12/19/2018	01/17/2019	* 01/17/2019			62.00	
51563 - STERICYCLE	1008830276	Infectious Waste Disposal - lab	Edit		12/31/2018	01/17/2019	* 01/17/2019			87.16	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 3	<u>\$1,448.20</u>
Account 734.13 - Supplies Freight											
13273 - BIOMERIEUX, INC.	1212033489	1212099678	Edit		12/10/2018	01/16/2019	* 01/16/2019			129.45	
2067 - WEBER SCIENTIFIC	818882	Lab supplies for non clinic programs, as needed in 2018	Edit		12/14/2018	01/16/2019	* 01/16/2019			14.20	
50080 - AMERICAN PROFICIENCY INSTITUTE	API 66935	Clinical Laboratory Proficiency Testing - LAB	Edit		01/17/2019	01/17/2019	01/17/2019			91.08	
7835 - FISHER HEALTH CARE	4769616, 4504913	4769617	Edit		12/11/2018	01/17/2019	* 01/17/2019			40.76	
24799 - IDEXX DISTRIBUTION INC	3041527192	Water Testing Supplies	Edit		01/10/2019	02/25/2019	01/17/2019			167.33	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 5	<u>\$442.82</u>
Account 734.58 - Supplies Miscellaneous Supplies											
13273 - BIOMERIEUX, INC.	1212033489	1212099678	Edit		12/10/2018	01/16/2019	* 01/16/2019			429.62	
2067 - WEBER SCIENTIFIC	818882	Lab supplies for non clinic programs, as needed in 2018	Edit		12/14/2018	01/16/2019	* 01/16/2019			83.20	
7835 - FISHER HEALTH CARE	4769616, 4504913	4769617	Edit		12/11/2018	01/17/2019	* 01/17/2019			236.57	
24799 - IDEXX DISTRIBUTION INC	3041527192	Water Testing Supplies	Edit		01/10/2019	02/25/2019	01/17/2019			5,036.54	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 4	<u>\$5,785.93</u>
									Department 304001 - Lab Totals	Invoice Transactions 12	<u>\$7,676.95</u>
Department 307001 - Environmental Health Administration											
Account 776.13 - Membership dues & Fees Membership Dues and Fees											
30416 - KIMBERLY M CAMPBELL	2019 Sant. Licen	Renewal of Registered Sanitarian License for 2019	Edit		01/15/2019	01/15/2019	01/15/2019			93.50	
35141 - PATRICIA J MCCONNELL	2019 Sant. Licen	Renewal of Registered Sanitarian License for 2019	Edit		01/15/2019	01/15/2019	01/15/2019			93.50	
3869 - RICK MILLER	2019 License	Renewal of Registered Sanitarian License for 2019	Edit		01/15/2019	01/15/2019	01/15/2019			93.50	



Accounts Payable by G/L Distribution Report

G/L Date Range 12/13/18 - 01/17/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 1001 - General Operating											
Department 307001 - Environmental Health Administration											
Account 776.13 - Membership dues & Fees Membership Dues and Fees											
7335 - HUNTINGTON NATIONAL BANK		Sant. License	Ohio State Board of Sanitation License Renewal	Edit	12/06/2018	01/16/2019	* 01/16/2019			30.50	
								Account 776.13 - Membership dues & Fees Membership Dues and Fees Totals		Invoice Transactions 4	\$311.00
								Department 307001 - Environmental Health Administration Totals		Invoice Transactions 4	\$311.00
								Fund 1001 - General Operating Totals		Invoice Transactions 39	\$65,598.16



Accounts Payable by G/L Distribution Report

G/L Date Range 12/13/18 - 01/17/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2312 - V.D. - I03 Gonorhea (VD)											
Department 301001 - Health - Administration											
Account 705.06 - Professional Services Other Professional Services											
52334 - LEXISNEXIS RISK DATA MANAGEMENT INC	1672320-20181231	FY18 Database Services	Edit		12/31/2018	01/31/2019	* 01/16/2019			131.50	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>131.50</u>
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9820966352	Cell Phone Plan for DIS - 6 months	Paid by Check # 643121		12/23/2018	01/15/2019	* 01/10/2019		01/10/2019	28.79	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>28.79</u>
Account 734.58 - Supplies Miscellaneous Supplies											
51591 - POINT DEFIANCE AIDS PROJECT	19256	SWAP Supplies	Edit		12/12/2018	01/16/2019	* 01/16/2019			2,500.00	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>2,500.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 3	<u>\$2,660.29</u>
									Fund 2312 - V.D. - I03 Gonorhea (VD) Totals	Invoice Transactions 3	<u>\$2,660.29</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 12/13/18 - 01/17/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2313 - Local Health Dept Prev Support										
Department 301001 - Health - Administration										
Account 705.05 - Professional Services Computer Access Line Fees										
177 - AT&T	6673925401	Dedicated number internet line (monthly fee)	Paid by Check # 642769		12/05/2018	01/04/2019	12/21/2018		12/21/2018	276.00
177 - AT&T	454934401	Dedicated Internet Line in 2019	Edit		01/05/2019	02/04/2019	01/17/2019			276.00
								Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 2	<u>\$552.00</u>
Account 705.06 - Professional Services Other Professional Services										
50079 - INSYNC HEALTHCARE SOLUTIONS, LLC	960278	Electronic Medical Record System Fees, 2019	Paid by Check # 643263		01/01/2019	01/31/2019	01/15/2019		01/15/2019	94.00
								Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$94.00</u>
Account 734.13 - Supplies Freight										
50645 - HOLOGIC	35400048	STI Testing Supplies	Edit		01/10/2019	01/17/2019	01/17/2019			7.15
								Account 734.13 - Supplies Freight Totals	Invoice Transactions 1	<u>\$7.15</u>
Account 734.58 - Supplies Miscellaneous Supplies										
50645 - HOLOGIC	35400048	STI Testing Supplies	Edit		01/10/2019	01/17/2019	01/17/2019			4,787.37
								Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$4,787.37</u>
								Department 301001 - Health - Administration Totals	Invoice Transactions 5	<u>\$5,440.52</u>
								Fund 2313 - Local Health Dept Prev Support Totals	Invoice Transactions 5	<u>\$5,440.52</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 12/13/18 - 01/17/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2314 - Family Health (476)											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
51874 - VERIZON WIRELESS	9819609825	Monthly account and line access - THRIVE	Paid by Check # 642852		12/03/2018	12/26/2018	12/21/2018		12/21/2018	147.00	
51468 - SPECTRUM BUSINESS	312559704010519	Internet Access for THRIVE Offices	Edit		01/05/2019	01/24/2019	01/15/2019			74.97	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 2	<u>\$221.97</u>
Account 705.06 - Professional Services Other Professional Services											
4168 - KENT STATE UNIVERSITY	416371-20/21	Comprehensive Evaluation of the Stark/THRIVE Project	Edit		01/08/2019	01/15/2019	* 01/15/2019			10,956.53	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$10,956.53</u>
Account 705.14 - Professional Services Maintenance Contracts											
22899 - GRAPHIC ENTERPRISES	AR837469	Additional Contract Services on Copier, THRIVE Program	Edit		12/17/2018	01/17/2019	* 01/17/2019			141.09	
									Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 1	<u>\$141.09</u>
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9819609826	Telephone Line Service for THRIVE Offices	Paid by Check # 642852		12/03/2018	12/26/2018	12/21/2018		12/21/2018	134.55	
51874 - VERIZON WIRELESS	9821543220	Telephone Line Service for THRIVE Offices	Edit		01/03/2019	01/26/2019	* 01/17/2019			133.10	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 2	<u>\$267.65</u>
Account 734.11 - Supplies Miscellaneous Office Supplies											
43051 - SYNCB/AMAZON	Nov18 THRIVE	60457 8781 027661 4	Edit		12/10/2018	01/17/2019	* 01/17/2019			352.70	
									Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 1	<u>\$352.70</u>
Account 734.58 - Supplies Miscellaneous Supplies											
7335 - HUNTINGTON NATIONAL BANK	THRIVE	Target Gift Cards for Incentives/Give-a-Ways Program	Edit		01/16/2019	01/16/2019	* 01/16/2019			1,250.00	
43051 - SYNCB/AMAZON	THRIVE Nov18	60457 8781 027661 4	Edit		12/10/2018	01/17/2019	* 01/17/2019			813.54	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 2	<u>\$2,063.54</u>
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
42850 - AMANDA ARCHER	Dec18 Travel	Infant Mortality Summit, 12/10/18-12/13/18, Cincinnati, OH	Paid by Check # 643091		01/04/2019	01/04/2019	* 01/10/2019		01/10/2019	132.34	
42453 - JESSICA BOLEY	Dec18 Travel	Infant Mortality Summit, 12/10/18-12/13/18, Cincinnati, OH	Paid by Check # 643094		12/13/2018	01/04/2019	* 01/10/2019		01/10/2019	233.47	
52393 - CALSANDRA MARINCHICK	Dec18 Travel	Infant Mortality Summit 2018, 12/10/18-12/13/18, Cincinnati, OH	Paid by Check # 643113		12/17/2018	01/04/2019	* 01/10/2019		01/10/2019	129.37	



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2314 - Family Health (476)											
Department 301001 - Health - Administration											
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
7335 - HUNTINGTON NATIONAL BANK	THRIVE Hotel	Hotel - Infant Mortality Health Summit:Boley, Marinchick, Archer	Edit		01/16/2019	01/16/2019	* 01/16/2019			1,248.00	
									Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 4	<u>\$1,743.18</u>
Account 773.43 - Lease and Rental Payments Other Rentals											
51594 - SCF DEVELOPMENT LTD	4000119	Office Space Rental for THRIVE Offices	Paid by Check # 643280		01/03/2019	01/10/2019	01/15/2019		01/15/2019	2,130.00	
									Account 773.43 - Lease and Rental Payments Other Rentals Totals	Invoice Transactions 1	<u>\$2,130.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 14	<u>\$17,876.66</u>
									Fund 2314 - Family Health (476) Totals	Invoice Transactions 14	<u>\$17,876.66</u>



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G/L Date Range 12/13/18 - 01/17/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2316 - WIC Supplemental Health - FY 77											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
51468 - SPECTRUM BUSINESS	327438801011019	Internet fees for WIC Program	Edit		01/10/2019	01/29/2019	* 01/15/2019			124.99	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>\$124.99</u>
Account 706.36 - Contract Service Health Contract Grant Expend											
85 - ALLIANCE CITY HEALTH DEPT	Dec18 WIC Reimb.	FY19 WIC Program Expenses	Edit		01/16/2019	01/16/2019	* 01/16/2019			9,009.73	
1121 - MASSILLON CITY HEALTH DEPT	Dec18 WIC Reimb	FY19 WIC Program Expenses	Edit		01/16/2019	01/16/2019	* 01/16/2019			12,050.99	
1800 - STARK COUNTY HEALTH DEPARTMENT	Dec18 WIC Reimb.	FY19 WIC Program Expenses	Edit		01/03/2019	01/16/2019	* 01/16/2019			28,456.57	
									Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions 3	<u>\$49,517.29</u>
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9820940317	WIC Peer Helper Cell Phones	Paid by Check # 643121		12/23/2018	01/15/2019	* 01/10/2019		01/10/2019	54.93	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$54.93</u>
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
34370 - LAURA ROACH	Nov18 Travel	Ohio WIC 2018 Fall Directors Mtg, 11/28-11/29/18, Grove City, OH	Paid by Check # 643118		12/19/2018	01/04/2019	* 01/10/2019		01/10/2019	9.65	
									Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 1	<u>\$9.65</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 6	<u>\$49,706.86</u>
									Fund 2316 - WIC Supplemental Health - FY 77 Totals	Invoice Transactions 6	<u>\$49,706.86</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2318 - Local Aids Prevention											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
51874 - VERIZON WIRELESS	9820975128	Service for HIV Equipment, Computer Access Line Fee	Paid by Check # 643121		12/23/2018	01/15/2019	* 01/10/2019		01/10/2019	80.34	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>\$80.34</u>
Account 705.40 - Professional Services Advertising/Sponsorship											
25697 - METRO REGIONAL TRANSIT AUTHORITY	36252	Advertising for National HIV Testing Day & FB Campaign	Paid by Check # 642826		12/03/2018	12/19/2018	12/21/2018		12/21/2018	2,600.00	
51500 - ALPHA MEDIA LLC	IN-1181213863	Radio Spots and Advertisements - National HIV Testing Day	Edit		12/09/2018	01/16/2019	* 01/16/2019			525.00	
51702 - D. A. PETERSON INC	7147-3	Q92 Radio Spots for December (24 - 15 second radio spots)	Edit		12/31/2018	01/17/2019	* 01/17/2019			585.75	
									Account 705.40 - Professional Services Advertising/Sponsorship Totals	Invoice Transactions 3	<u>\$3,710.75</u>
Account 706.36 - Contract Service Health Contract Grant Expend											
85 - ALLIANCE CITY HEALTH DEPT	Dec18 HIV Reimb.	FY18 HIV Sub-Grantee	Edit		01/02/2019	01/16/2019	* 01/16/2019			956.04	
38878 - NEW PHILADELPHIA CITY HEALTH DEPARTMENT	Dec18 HIV Reimb.	FY18 HIV Grant Reimbursement	Edit		12/31/2018	01/16/2019	* 01/16/2019			1,311.53	
1484 - PLANNED PARENTHOOD	Dec18 HIV Reimb.	FY18 HIV Grant Reimbursement	Edit		12/31/2018	01/16/2019	* 01/16/2019			975.23	
									Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions 3	<u>\$3,242.80</u>
Account 734.11 - Supplies Miscellaneous Office Supplies											
905 - INDEPENDENCE BUSINESS SUPPLY	1583645-0,	1577081-3, 1588274, 1583645-2, 1577057-5, 1583645-1, 1582158	Edit		12/14/2018	01/17/2019	* 01/17/2019			764.50	
									Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 1	<u>\$764.50</u>
Account 734.17 - Supplies Equipment (\$0.00 - \$999.99)											
905 - INDEPENDENCE BUSINESS SUPPLY	1583645-0,	1577081-3, 1588274, 1583645-2, 1577057-5, 1583645-1, 1582158	Edit		12/14/2018	01/17/2019	* 01/17/2019			502.00	
									Account 734.17 - Supplies Equipment (\$0.00 - \$999.99) Totals	Invoice Transactions 1	<u>\$502.00</u>
Account 734.58 - Supplies Miscellaneous Supplies											
51591 - POINT DEFIANCE AIDS PROJECT	19257	Medical Supplies for SWAP	Edit		12/12/2018	01/16/2019	* 01/16/2019			822.48	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$822.48</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 10	<u>\$9,122.87</u>
									Fund 2318 - Local Aids Prevention Totals	Invoice Transactions 10	<u>\$9,122.87</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2320 - Nursing Clinic Activity Fund											
Department 303001 - Nurses											
Account 734.13 - Supplies Freight											
51293 - SAFE MEDICAL TECHNOLOGY INC		Sharps Container	Edit		08/24/2018	01/17/2019	* 01/17/2019			24.90	
Account 734.13 - Supplies Freight Totals										Invoice Transactions 1	\$24.90
Account 734.58 - Supplies Miscellaneous Supplies											
51293 - SAFE MEDICAL TECHNOLOGY INC		Sharps Container	Edit		08/24/2018	01/17/2019	* 01/17/2019			1,200.00	
Account 734.58 - Supplies Miscellaneous Supplies Totals										Invoice Transactions 1	\$1,200.00
Department 303001 - Nurses Totals										Invoice Transactions 2	\$1,224.90
Department 303002 - Travel Clinic											
Account 734.13 - Supplies Freight											
51293 - SAFE MEDICAL TECHNOLOGY INC	11019	Sharps Containers, Clinic Supplies	Edit		06/26/2018	01/17/2019	* 01/17/2019			24.00	
Account 734.13 - Supplies Freight Totals										Invoice Transactions 1	\$24.00
Account 734.58 - Supplies Miscellaneous Supplies											
51293 - SAFE MEDICAL TECHNOLOGY INC	11019	Sharps Containers, Clinic Supplies	Edit		06/26/2018	01/17/2019	* 01/17/2019			600.00	
Account 734.58 - Supplies Miscellaneous Supplies Totals										Invoice Transactions 1	\$600.00
Department 303002 - Travel Clinic Totals										Invoice Transactions 2	\$624.00
Fund 2320 - Nursing Clinic Activity Fund Totals										Invoice Transactions 4	\$1,848.90



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2321 - Immunization Action Grant										
Department 301001 - Health - Administration										
Account 706.36 - Contract Service Health Contract Grant Expend										
85 - ALLIANCE CITY HEALTH DEPT	Dec18 GV	Get Vaccinated Grant	Edit		01/03/2019	01/16/2019	* 01/16/2019			3,375.00
	Reimb.	Reimbursement								
1800 - STARK COUNTY HEALTH DEPARTMENT	Dec18 GV	Get Vaccinated FY19	Edit		01/08/2019	01/16/2019	* 01/16/2019			5,897.00
	Reimb.	Grant Reimbursement								
							Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions	2	<u>\$9,272.00</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions	2	<u>\$9,272.00</u>
							Fund 2321 - Immunization Action Grant Totals	Invoice Transactions	2	<u>\$9,272.00</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2322 - Dental Sealant 132T Grant										
Department 301001 - Health - Administration										
Account 705.06 - Professional Services Other Professional Services										
40279 - ALISON GIAMMARCO	Dec18 Dental	FY18 Dental Hygienist Services	Paid by Check # 642805		12/19/2018	12/19/2018	12/21/2018		12/21/2018	932.74
38676 - ANNA MAYLE	Dec18 Dental	FY18 Dental Hygienist Services	Paid by Check # 642822		12/19/2018	12/19/2018	12/21/2018		12/21/2018	534.18
40279 - ALISON GIAMMARCO	Dec18 Dental (2)	FY18 Dental Hygienist Services	Paid by Check # 643101		01/04/2019	01/04/2019	* 01/10/2019		01/10/2019	179.15
38676 - ANNA MAYLE	Dec18 Dental (2)	FY18 Dental Hygienist Services	Paid by Check # 643114		01/04/2019	01/04/2019	* 01/10/2019		01/10/2019	270.22
Account 705.06 - Professional Services Other Professional Services Totals								Invoice Transactions	4	<u>\$1,916.29</u>
Department 301001 - Health - Administration Totals								Invoice Transactions	4	<u>\$1,916.29</u>
Fund 2322 - Dental Sealant 132T Grant Totals								Invoice Transactions	4	<u>\$1,916.29</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2323 - Personal Responsibility Ed Pr Fd										
Department 301001 - Health - Administration										
Account 705.05 - Professional Services Computer Access Line Fees										
51874 - VERIZON WIRELESS	9820892732	iPad Service	Paid by Check # 643121		12/23/2018	01/15/2019	* 01/10/2019		01/10/2019	40.17
							Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions	1	<u>\$40.17</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions	1	<u>\$40.17</u>
							Fund 2323 - Personal Responsibility Ed Pr Fd Totals	Invoice Transactions	1	<u>\$40.17</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2328 - Public Health Infrastructure										
Department 301001 - Health - Administration										
Account 705.06 - Professional Services Other Professional Services										
10277 - PROTECH SECURITY INC.	310335	Monthly monitoring services for panic button	Edit		01/01/2019	01/17/2019	01/17/2019			65.85
							Account 705.06 - Professional Services Other Professional Services Totals		Invoice Transactions 1	<u>\$65.85</u>
							Department 301001 - Health - Administration Totals		Invoice Transactions 1	<u>\$65.85</u>
							Fund 2328 - Public Health Infrastructure Totals		Invoice Transactions 1	<u>\$65.85</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2331 - Air Pollution (134)											
Department 301001 - Health - Administration											
Account 705.06 - Professional Services Other Professional Services											
445 - COLE-PARMER INSTRUMENT CO	1727425	Air monitoring supplies and instrument calibration	Edit		01/02/2019	01/17/2019	* 01/17/2019			212.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$212.00</u>
Account 705.11 - Professional Services EQ/Office Equipment Repair											
42568 - MESA LABS	INV-279799	Air monitoring repairs and service - 2018	Edit		01/08/2019	01/17/2019	* 01/17/2019			660.00	
									Account 705.11 - Professional Services EQ/Office Equipment Repair Totals	Invoice Transactions 1	<u>\$660.00</u>
Account 706.18 - Contract Service Car Wash											
1597 - RED CARPET CAR WASH	Dec APC Car Wash	2018 Car Washes, as need in 2018 - APC	Edit		12/31/2018	01/17/2019	* 01/17/2019			4.25	
									Account 706.18 - Contract Service Car Wash Totals	Invoice Transactions 1	<u>\$4.25</u>
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9820975346	Cell phone service for 3 cell phones - APC 2018	Paid by Check # 643121		12/23/2018	01/15/2019	* 01/10/2019		01/10/2019	151.20	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$151.20</u>
Account 734.11 - Supplies Miscellaneous Office Supplies											
43051 - SYNCB/AMAZON	Nov18 APC Suppli	60457 8781 027661 4	Edit		12/10/2018	01/17/2019	* 01/17/2019			62.50	
									Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 1	<u>\$62.50</u>
Account 734.13 - Supplies Freight											
7335 - HUNTINGTON NATIONAL BANK	Dec APC Supplies	Capacitor, PM2.5 Pump Repair	Edit		01/03/2019	01/16/2019	* 01/16/2019			15.16	
445 - COLE-PARMER INSTRUMENT CO	1727425	Air monitoring supplies and instrument calibration	Edit		01/02/2019	01/17/2019	* 01/17/2019			19.32	
42568 - MESA LABS	INV-279799	Air monitoring repairs and service - 2018	Edit		01/08/2019	01/17/2019	* 01/17/2019			40.00	
39452 - UPS	E11A07498	E11A07518, E11A7019	Edit		01/05/2019	01/17/2019	* 01/17/2019			79.45	
39452 - UPS	E11A0719	Freight and Shipping, as needed in 2019	Edit		01/05/2019	01/17/2019	01/17/2019			36.92	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 5	<u>\$190.85</u>
Account 734.14 - Supplies Computer Supplies											
43051 - SYNCB/AMAZON	Nov18 APC Suppli	60457 8781 027661 4	Edit		12/10/2018	01/17/2019	* 01/17/2019			17.99	
									Account 734.14 - Supplies Computer Supplies Totals	Invoice Transactions 1	<u>\$17.99</u>
Account 734.17 - Supplies Equipment (\$0.00 - \$999.99)											
43051 - SYNCB/AMAZON	Nov18 APC Suppli	60457 8781 027661 4	Edit		12/10/2018	01/17/2019	* 01/17/2019			395.99	
									Account 734.17 - Supplies Equipment (\$0.00 - \$999.99) Totals	Invoice Transactions 1	<u>\$395.99</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2331 - Air Pollution (134)											
Department 301001 - Health - Administration											
Account 734.57 - Supplies Machine Parts and Supplies											
7335 - HUNTINGTON NATIONAL BANK	Dec APC	Capacitor, PM2.5 Pump	Edit		01/03/2019	01/16/2019	* 01/16/2019			33.64	
	Supplies	Repair									
21121 - GRAINGER	9040604945	Miscellaneous parts	Edit		12/26/2018	01/17/2019	* 01/17/2019			11.60	
		and supplies as need in									
		2018									
									Account 734.57 - Supplies Machine Parts and Supplies Totals	Invoice Transactions 2	\$45.24
Account 734.58 - Supplies Miscellaneous Supplies											
43051 - SYNCB/AMAZON	Nov18 APC	60457 8781 027661 4	Edit		12/10/2018	01/17/2019	* 01/17/2019			121.43	
	Suppli										
43051 - SYNCB/AMAZON	Dec18APC Sup.	60457 8781 027661 4	Edit		12/10/2018	01/17/2019	* 01/17/2019			67.52	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 2	\$188.95
Account 773.41 - Lease and Rental Payments Building Rental											
35010 - BREWSTER-SUGARCREEK TWP	313	2018 Rental Fees for	Edit		12/31/2018	01/17/2019	* 01/17/2019			200.00	
		Air Monitoring Site									
HISTORICAL SOCIETY											
									Account 773.41 - Lease and Rental Payments Building Rental Totals	Invoice Transactions 1	\$200.00
Account 773.43 - Lease and Rental Payments Other Rentals											
51903 - AIRGAS, INC	9958532071	Gas Cylinder Rental for	Edit		12/31/2018	01/30/2019	* 01/17/2019			29.53	
		2018									
									Account 773.43 - Lease and Rental Payments Other Rentals Totals	Invoice Transactions 1	\$29.53
									Department 301001 - Health - Administration Totals	Invoice Transactions 18	\$2,158.50
									Fund 2331 - Air Pollution (134) Totals	Invoice Transactions 18	\$2,158.50



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2335 - EARLY HEAD START										
Department 301001 - Health - Administration										
Account 705.06 - Professional Services Other Professional Services										
20238 - MEREDITH ROBESON, D.D.S	Sept-Dec EHS	Dental Screenings for EHS Grant	Paid by Check # 642837		12/19/2018	12/19/2018	12/21/2018		12/21/2018	579.08
							Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions	1	<u>\$579.08</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions	1	<u>\$579.08</u>
							Fund 2335 - EARLY HEAD START Totals	Invoice Transactions	1	<u>\$579.08</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2351 - Food Service (055)										
Department 301001 - Health - Administration										
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements										
1941 - TREASURER STATE OF OHIO	Dec18 FSO Reimb.	December 2018 Food Service Operations Reimbursement	Edit		01/15/2019	01/15/2019	01/15/2019			28.00
1941 - TREASURER STATE OF OHIO	Dec18 FSO Reimb	December 2018 Food Service Division Reimbursement	Edit		01/15/2019	01/15/2019	01/15/2019			118.00
							Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals		Invoice Transactions 2	<u>\$146.00</u>
							Department 301001 - Health - Administration Totals		Invoice Transactions 2	<u>\$146.00</u>
							Fund 2351 - Food Service (055) Totals		Invoice Transactions 2	<u>\$146.00</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 12/13/18 - 01/17/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2354 - Solid Waste Disposal License										
Account 201 - Accounts Payable										
35605 - COLEMAN PROFESSIONAL SERVICES	209888	Professional Services for Work at the Recycling Center	Edit		12/18/2018	01/17/2019	01/17/2019			(495.13)
21121 - GRAINGER	903971910	9037828929	Edit		12/21/2018	01/17/2019	01/17/2019			(209.34)
								Account 201 - Accounts Payable Totals	Invoice Transactions 2	<u>(\$704.47)</u>
Department 307001 - Environmental Health Administration										
Account 705.06 - Professional Services Other Professional Services										
35605 - COLEMAN PROFESSIONAL SERVICES	209888	Professional Services for Work at the Recycling Center	Edit		12/18/2018	01/17/2019	* 01/17/2019			495.13
								Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$495.13</u>
Account 734.58 - Supplies Miscellaneous Supplies										
21121 - GRAINGER	903971910	9037828929	Edit		12/21/2018	01/17/2019	* 01/17/2019			209.34
								Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$209.34</u>
								Department 307001 - Environmental Health Administration Totals	Invoice Transactions 2	<u>\$704.47</u>
								Fund 2354 - Solid Waste Disposal License Totals	Invoice Transactions 4	<u>\$0.00</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 12/13/18 - 01/17/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 4501 - Capital Projects										
Department 301001 - Health - Administration										
Account 705.13 - Professional Services Building Maintenance										
52411 - BOB LAMB'S GLASS SHOP	55135	Window Install on 6 Doors - New Handles on 5 Doors	Edit		01/09/2019	01/17/2019	* 01/17/2019			1,648.75
							Account 705.13 - Professional Services Building Maintenance Totals	Invoice Transactions	1	<u>\$1,648.75</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions	1	<u>\$1,648.75</u>
							Fund 4501 - Capital Projects Totals	Invoice Transactions	1	<u>\$1,648.75</u>
							Grand Totals	Invoice Transactions	115	<u>\$168,080.90</u>

* = Prior Fiscal Year Activity



Public Health
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Canton City Public Health

Board of Health Meeting
Monday, January 28, 2019 @ 12:00pm – Board Room
Miscellaneous Items

1. Linwood Acres Memorandum of Understanding

Stark Metropolitan Housing Authority has engaged the real estate development company CHN Housing Partners to oversee the rehabilitation of its Linwood Acres property. The Ohio Housing Finance Agency (OHFA) has released a request for proposal for financing that will support this renovation project. The OHFA application includes a section that carries extra points for the application review about how the applicant(s) will partner with an existing infant mortality project to provide education and/or services to the pregnant and parenting residents of the development proposed for rehabilitation. The education and care coordination services will be provided by SMHA through its Certified Community Health Worker. SMHA and CHN Housing Partners has asked that Canton City Public Health managing agency of Stark County THRIVE support this application by entering into a Memorandum of Understanding with the Linwood Acres property manager. Upon completion of the Linwood Acres rehabilitation CHN Housing Partners will award \$50,000 to Canton City Public Health for the purpose of supporting Linwood Acres residents in accessing Community Health Worker services. A portion or entirely of the funds will be granted to Stark Metropolitan Housing Authority to support the Community Health Workers position. Therefore, we are requesting the Board's approval of the Memorandum of Understanding (Subject to review and approval by the Canton City Law Department).

MEMORANDUM OF UNDERSTANDING

Infant Mortality Prevention Services

This Memorandum of Understanding (MOU) is between Linwood Acres L.P. (“Owner”) and Canton City Health Department (“Service Provider” or “Canton City Public Health”).

I. Purpose & Scope

The purpose of this MOU is to detail the terms and duration of the provision of Infant Mortality Prevention services (Programs) to be offered to residents Linwood Acres (“Project”).

II. History and Experience of Service Provider

Canton City Public Health’s mission is to work together to prevent the spread of disease, promote health and protect the public from harm. In 2014 Canton City Public Health created a program called THRIVE (“Toward Health Resiliency for Infant Vitality & Equity”) to address the infant mortality challenges facing the City of Canton and Stark County. THRIVE is a collaborative, grassroots effort with a bottom-up approach drawing on the experience and wisdom of parents, neighbors, caregivers, as well as leaders from health systems, civic organizations, faith-based institutions, and volunteer organizations focused on making a collective impact and systematic change. The **Stark County THRIVE Pathways HUB** is a data-driven, community-wide system that connects low-income residents to needed medical care and social services to improve health outcomes. Working in the Pathways HUB system fifteen Certified Community Health Workers provide care coordination and are employed by nine medical clinics, social service agencies and grassroots organizations throughout Stark County.

III. Terms and Duration

a. Owner’s Responsibilities

The Owner agrees that in partnering with the Service Provider, residents of the project will be notified of the Service Provider’s offered support. Residents will be introduced to the Service Provider by the project’s Family Success Coordinator who will annually assess each household’s programmatic need. The Owner will provide \$50,000 in operational/programmatic funding to the Service Provider. The funding will be made available on the project’s financial closing date, currently estimated to occur on or around June 10, 2020.

b. Service Provider’s Responsibilities

Canton City Public Health agrees to coordinate the provisions of infant mortality prevention services as described in Section IV Intended Methods.

c. Effective Date & Duration

This MOU will become effective and the services will be available upon the placed in-service date of the Project and will remain in effect for a duration of up to 15 years as determined by community need.

IV. **Intended Methods and Residents' Access to Services**

Access to Services

Service Provider will engage on-going collaboration with the Project's Family Success Coordinator and other resource providers to maximize residents' accessibility to and utilization of appropriate services. THRIVE supports and partners with community programs working to address overall family stability through the Stark County THRIVE Pathways HUB in the following ways:

-Enrollment: Community Health Workers canvass the community for at-risk residents and enroll them in care coordination. Healthcare providers or the Family Success Coordinator will also refer residents to the Stark County THRIVE Pathways HUB.

-Assessment: Once enrolled clients receive a comprehensive risk assessment and work with their Community Health Worker to prioritize their health and social needs.

-Planning: Community Health Worker develops a care plan for the client by opening pathways to address each unmet need, such as health coverage, a medical home, food, housing stability, transportation, and new parent training.

-Continued Engagement: The Community Health Worker meets with the client at least once per month and together as a team work through the coordination plans as needs area addressed one by one.

Specific programs that will be made available to the residents include:

-CenteringPregnancy: CenteringPregnancy® group prenatal care follows the recommended schedule of 10 prenatal visits, but each visit is 90 minutes to two hours long - giving women 10x more time with their provider. CenteringPregnancy® brings 8-10 women all due at the same time together for their care. Moms engage in their care by taking their own weight and blood pressure and recording their own health data with private time with their provider for belly check. Centering materials help moms and providers ensure that everything from nutrition, common discomforts, stress management, labor and delivery, breastfeeding, and infant care are covered in group.

-Stark County Fatherhood Coalition: The group works to ensure that fathers, especially those in at-risk communities, are involved during pregnancy and as a parent. The coalition seeks to strengthen families in our community by encouraging fathers to play a more active role in nurturing and raising their children and responds to escalating social concerns regarding father absence by providing fathers with access to services designed to prepare them to better meet the emotional, psychological, and financial needs of their children.

-WIC: A health program that provides nutrition education, supplemental foods, screening and referrals to other health and social service agencies. WIC helps income eligible pregnant and breastfeeding women, women who recently had a baby, infants, and children under five years of age, who are at medical or nutritional risk.

-Help Me Grow: A voluntary family support program for pregnant women or new parents. Offered in every county of the state through a well-established network, Help Me Grow is an evidence-based program that promotes healthy growth and development for babies and young children. Our home visitors are well-trained professionals who use a non-judgmental and compassionate approach that empowers parents with skills, tools and confidence to nurture the healthy growth of their children.

V. Signatures and Dates

The Owner and Service Provider indicate agreement with the MOU by their signatures below.

Linwood Acres L.P.

By: Robert S. Curry
President of the General Partner

Date

Canton City Public Health

James M. Adams, MPH, RS
Health Commissioner

Date



Public Health
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Canton City Public Health

Board of Health Meeting
Monday, January 28, 2019 @ 12:00pm – Board Room
Resolutions for Approval

1. 2019-01: Authorizing Payment of Regular Expenses
2. 2019-02: Periodic Program-Related Travel Expenses
3. 2019-03: Abatement of Public Nuisances
4. 2019-04: Rescinding Various Sections of Health Code
5. 2019-05: Amend Section 207.10 of the Health Code

Resolution 2019-01

A resolution authorizing payment of regular expenses which require prior Board approval

WHEREAS section 3709.31 of the Ohio Revised Code (ORC) requires expenses of a Board of Health or health department of a city health district to be paid on the warrant of the auditor of the city issued on vouchers approved by the board of health or health department of a city health district and signed by the health commissioner or the commissioner's designee.

WHEREAS regular, contracted expenses are incurred and paid on a routine basis.

WHEREAS authorization of certain, regular expenses will enhance the efficiency of administration operations of the health department.

BE IT RESOLVED that regular, contracted expenses incurred from the vendors listed below are approved pursuant to section 3709.31 of the ORC for the period January 1, 2019 through and including December 31, 2019 for the following vendors: AT&T, Idexx Laboratories Inc., GlaxoSmithKline, Ohio Edison, Sanofi Pasteur, Spectrum/Time Warner Cable and Verizon Wireless.

~~**BE IT FURTHER RESOLVED** that expenses for any vendor that offers either a discount for timely payment or would incur a penalty are approved for payment.~~

BE IT RESOLVED that any expense from a contract, agreement or memorandum of understanding previously approved by the Board of Health are approved for payment.

BE IT RESOLVED that any authorized employee expenses are approved for payment.

BE IT RESOLVED that any reimbursements to the State (i.e. vital tech fees, food licenses, etc.) are approved for payment.

BE IT RESOLVED that this resolution is necessary for the operation of the Canton City Health District and that it becomes effective immediately upon passage.

ADOPTED by the Board of Health of the Canton City Health District this 28th day of **January, 2019**.

APPROVED

President, Canton City Board of Health

ATTEST

Secretary, Canton City Board of Health

Resolution 2019-02

A resolution approving periodic program related travel expense pursuant to section 207 of the Canton City Health Code

WHEREAS Section 207 of the Canton City Health Code requires that out of district travel expenses be approved by the Board of Health prior to travel.

WHEREAS Section 207 further authorizes the Board of Health to be able to authorize out of district travel on a per program basis.

WHEREAS authorization of out of district travel expenses on a program basis will enhance the efficiency of administration operations of the health department.

BE IT RESOLVED that for out of district travel that does not include overnight travel expenses (not to include expenses for overnight travel which will require separate approval by the Board of Health) for all special funds the following programs are approved pursuant to section 207 of the Canton City Health Code by the Board of Health for the period of January 1, 2019 through and including December 31, 2019. for the following programs:- All general fund travel (whether overnight or not) will require Board approval.

Program	Fund
STD Prevention	2312
THRIVE Infant Mortality Program	2314
Women Infant and Children Supplemental Nutrition	2316
Accreditation	2317
HIV Prevention	2318
Immunization Action Plan	2321
Dental Sealant	2322
Personal Responsibility Education Program	2323
Public Health Emergency Preparedness	2328
Air Pollution Control	2331
Early Health Start	2335

BE IT RESOLVED that this resolution is necessary for the operation of the Canton City Health District and that it becomes effective immediately upon passage.

ADOPTED by the Board of Health of the Canton City Health District this **28th** day of **January, 2019**.

APPROVED

President, Canton City Board of Health

ATTEST

Secretary, Canton City Board of Health

Resolution 2019-03

A resolution by the Board of Health of the Canton City Health District, State of Ohio authorizing the certification to the Auditor of Stark County of costs and expenses for the purification and abatement of public nuisances.

BE IT RESOLVED BY the Board of Health of the Canton City Health District that the President and Secretary of the Board on behalf of the Board of Health, be and are hereby authorized and directed to certify the attached list marked as exhibit A of costs and expenses for the purification and abatement of nuisances to the Stark County Auditor to be entered upon the tax duplicate for the subject properties to be a lien upon such land from the date of entry and to be collected as other taxes and assessments pursuant to sections 3707.01 and 3707.02 of the Ohio Revised Code.

ADOPTED by the Board of Health of the Canton City Health District this **28th** day of **January, 2019**.

APPROVED

President, Canton City Board of Health

ATTEST

Secretary, Canton City Board of Health

Exhibit A – Page 1

List of Properties for Certification to the Stark County Auditor
for expenses related to the purification of the properties
pursuant to section 3707.01 and 3707.02 of the Ohio Revised Code
October 1, 2018 – December 31, 2018

Location/Parcel/Owner	Complaint No./Board Date/Completed Date	Cost
2330 Indiana Way NE 224509 Dean Lockwood and Linda Scott	SCF 4214655 06/25/2018 10/12/18	198.49
508 Saylor Ave SW 10005448 Michael Maniscola and Jamie Gammel	SCF 4820699 09/24/2018 10/18/18	244.72
1809 Tuscarawas St E 211556 Charles Cox	HDIS 20161017 08/29/2016 10/18/18	201.11
1640 Maple Ave NE 218523 Steven Jacobs	HDIS 20140649 05/19/2014 10/19/18	202.74
1444 Harrisburg Rd NE 220344 Palladium-Broomwell Holdings LLC	SCF 4859200 09/24/2018 10/19/18	202.74
1408 Piper Ct NW 202763 Kathleen Noble	SCF 4523240 07/23/2018 10/23/18	191.30
1119 Monnot Pl NW 213397 Shon Goodman	SCF 4192256 03/26/2018 10/23/18	191.30
1641 Stark Ave SW 233597 Kasapis Properties LLC	SCF 4778537 09/24/2018 10/23/18	191.30
620 Smith Ave NW 218683 Vanetta Ruper	SCF 4215184 04/23/2018 11/8/18	201.73
716 High Ave NW 208032 Palladium-Broomwell Holdings LLC	SCF 4909362 10/22/2018 11/9/18	201.73
Hazlett Ave NW (FKA 222) 202471 Elizabeth Gauze	SCF 3701454 10/30/2017 12/5/18	209.73
203 Warner Rd NE 216135 Steve Filliez	HDIS 20170532 08/28/2017 12/13/18	211.10

Total

\$2,447.99

Canton City Public Health

Division of Environmental Health

Exhibit A – Page 2

List of Properties for Certification to the Stark County Auditor
for expenses related to the purification of the properties
pursuant to section 3707.01 and 3707.02 of the Ohio Revised Code
October 1, 2018 – December 31, 2018

Location/Parcel/Owner	Complaint No./Board Date/Completed Date	Cost
1119 Sandal Pl NE 222407 Javon Torrence	HDIS 20170070 02/27/2017 12/13/18	211.10
1006 Fulton Rd NW 213888 Donald Menegay	SCF 4073256 03/26/2018 12/19/18	194.51
2946 Sahara Ave NE 302405 Edward and Norma Thompson - Estate	SCF 4396394 10/22/2018 12/19/18	197.24
2108 – 15 th St NE 204089 JTK Properties	SCF 4804032 10/22/2018 12/19/18	197.24
2917 Richmond Ave NE 222318 Julia Simmons - Estate	SCF 4341225 05/21/2018 12/19/18	197.24
1544 Eastview Ave NE 224637 Roger Matz	SCF 4958343 11/26/2018 12/19/18	197.24
	Total	\$1,194.57
		Overall \$3,642.56

Resolution 2019-04

A resolution by the Board of Health of the Canton City Health District, rescinding chapters 229, 231, 233, 237, and 239 of the Canton City Health Code

WHEREAS the following chapters of the Canton City Health Code are preempted by other provisions of state or local law and are now obsolete as a local health code:

- 229 - Barbershops, Beauty Salons, Massage
- 231 - Nursing and Rest Homes
- 233 – Child Day Care Centers
- 237 – Rooming Houses
- 239 – RV Parks and Camps

WHEREAS the Board of Health desires to simplify its regulations, decrease duplication, and increase efficiency.

WHEREAS rescinding the aforementioned chapters of the Canton City Health Code will not adversely affect the health and safety of the citizens of Canton.

NOW THEREFORE BE IT RESOLVED that the following chapters of the Canton City Health Code be rescinded:

- 229 - Barbershops, Beauty Salons, Massage
- 231 - Nursing and Rest Homes
- 233 – Child Day Care Centers
- 237 – Rooming Houses
- 239 – RV Parks and Camps

BE IT FURTHER RESOLVED that this resolution will become effective May 1, 2019 and a summary of this resolution be published in a paper of general circulation in Stark County.

ADOPTED by the Board of Health of the Canton City Health District this **28th** day of **January, 2019**.

APPROVED:

President
Canton City Board of Health

Secretary
Canton City Board of Health

First Reading

First Publication

Second Reading

Second Publication

Third Reading

Effective Date

Resolution 2019-05

A resolution by the Board of Health of the Canton City Health District, Amending Section 207.10 of the Canton City Health Code

WHEREAS the Board of Health has established work rules for its employees in the areas of hours work, compensatory time, and overtime pay, and

WHEREAS the Board of Health desires to fully comply with all federal, state, and local wage and labor rules relating to compensation and that all staff be fairly compensated for their scheduled work,

NOW THEREFORE BE IT RESOLVED that section 207.10 of the Canton City Health Code be amended as follows:

207.10 HOURS WORKED; COMPENSATORY TIME; OVERTIME PAY.

- (a) The Health Department shall be open for services a minimum of Monday through Friday, from 8:00 a.m. to 4:30 p.m., except on official holidays as listed in section 207.19 of this health code. Each employee shall work an assigned shift as assigned by their immediate supervisor or Health Commissioner.
 - (1) Rest breaks. Each employee shall have not more than 20 minutes of rest breaks if worked more than 7 hours in an assigned work shift, or not more than 10 minutes of rest breaks if worked less than 7 hours in an assigned work shift. Rest breaks shall be paid time. These rest breaks may be scheduled as determined by the employee's immediate supervisor or Health Commissioner.
 - (2) Meal breaks. Each full-time employee shall have a meal break, in which one-half hour is paid, and the remaining time is unpaid, for each regular assigned work shift greater than four hours. At no time shall a full-time employee take less than one-half hour meal break during any assigned shift. If a full-time employee works less than or equal to four hours of their regular assigned work shift, they shall not receive the paid meal break.
 - (3) Each part-time employee shall have no less than a one-half hour unpaid meal break for a scheduled workday of four (4) hours or greater.
 - (4) During meal breaks, employees shall be relieved of duty and shall not conduct any work duties. These meal breaks may be scheduled as determined by the employee's immediate supervisor or the Health Commissioner. Any change of meal break time period shall be pre-approved by the employee's immediate supervisor or Health Commissioner.
- (b) Each approved job description shall be classified as exempt or non-exempt from the provision of the Fair Labor Standards Act (FLSA).
- (c) An employee may be allowed to work more than their assigned shift with prior approval from their immediate supervisor or the Health Commissioner.
 - (1) A nonexempt full time employee may receive overtime compensation for hours worked over their assigned work shift in the form of overtime pay or compensatory time as

determine by the Health Commissioner. The form of overtime compensation shall be determined prior to the employee working over their assigned work shift. Overtime compensation shall be earned at a rate of one and one-half hours for each hour worked over the assigned work shift in 15 minute increments.

- (2) An exempt full time employee may receive overtime compensation for hours worked over their assigned work shift in the form of overtime pay or compensatory time as determined by the Health Commissioner. The form of overtime compensation shall be determined prior to the employee working over their assigned work shift. Overtime compensation shall be earned at a rate of one hour for each hour worked over the assigned work shift in 15 minute increments.
 - (3) A part time employee may receive overtime compensation for hours worked over 37.5 hours in a workweek in the form of overtime pay or compensatory time as determined by the Health Commissioner. The form of overtime compensation shall be determined prior to the employee working over their assigned work shift. Overtime compensation shall be earned at a rate of one and one-half (1.5) hours for each hour worked over 37.5 hours in a workweek in 15-minute increments.
 - (4) When any employee is scheduled to work on a federally designated holiday they shall receive overtime pay or compensatory time at a rate of two hours for every hour worked over their normally assigned work shift.
 - (5) When an employee is required to work during a time outside their regular work schedule, that employee shall be entitled to a minimum of one hour of compensation, regardless of the actual amount of time worked. For example, if an employee is required to come to work on a Saturday and the work takes less than one hour to complete, the employee shall receive one hour of compensation. If the work takes more than one hour to complete, than the employee shall receive compensation for the actual number of hours worked.
- (d) No employee may accrue more than forty-eight (48) hours of compensatory time unless they receive specific prior approval from the Health Commissioner. Upon termination of employment, employees with unused compensatory time, shall be paid at a rate not less than the average regular rate for the last three years of employment or the final regular rate, whichever is higher.
 - (e) Employees may use accrued compensatory time with the approval of the immediate supervisor taking into account the scheduling needs of the Department at no less than 15 minute increments.
 - (f) All employees are subject to being called to work during emergency situations as determined by the Health Commissioner. When an emergency requires more work time than an assigned work shift by an employee, such overtime shall be compensated in accordance with subsection (c) hereof.
 - (g) When an employee is required by the Health Commissioner to travel out of the Canton City Health District jurisdiction, such employee may be credited for the travel time necessary for the employee to travel from the employee's normal place of employment to the place of assignment and return to the normal place of employment. If such travel time results in the employee working more than their assigned work shift, then subsection (c) shall apply.

ADOPTED by the Board of Health of the Canton City Health District this **28th** day of **January** 2019.

APPROVED:

President
Canton City Board of Health

Secretary
Canton City Board of Health

Current section 207.10 of the Canton City Health Code for reference:

207.10 HOURS WORKED; COMPENSATORY TIME; OVERTIME PAY.

- (h) The Health Department shall be open for services a minimum of Monday through Friday, from 8:00 a.m. to 4:30 p.m., except on official holidays as listed in section 207.19 of this health code, and at other times as may be determined by the Board. Each employee shall work an assigned shift as assigned by their immediate supervisor or Health Commissioner.
 - (1) Rest breaks. Each employee shall have not more than 20 minutes of rest breaks if worked more than 7 hours in an assigned work shift, or not more than 10 minutes of rest breaks if worked less than 7 hours in an assigned work shift. Rest breaks shall be paid time. These rest breaks may be scheduled as determined by the employee's immediate supervisor or Health Commissioner.
 - (2) Meal breaks. Each full-time employee shall have a one hour meal break, in which one-half hour is paid, and one-half hour is unpaid, for each regular assigned work shift. At no time shall a full-time employee take less than one-half hour meal break during any assigned shift.
 - (3) Each non-full-time employee shall have no less than a one-half hour unpaid meal break for a scheduled workday of four (4) hours or greater.
 - (4) During meal breaks, employees shall be relieved of duty and shall not conduct any work duties. These meal breaks may be scheduled as determined by the employee's immediate supervisor or the Health Commissioner. Any change of meal break time period shall be pre-approved by the employee's immediate supervisor or Health Commissioner.
- (i) Each approved job description shall be classified as exempt or non-exempt from the provision of the Fair Labor Standards Act (FLSA).
- (j) An employee is allowed to work more than their assigned shift with prior approval from their immediate supervisor and the Health Commissioner.
 - (1) A nonexempt full time employee may receive overtime compensation for hours worked over their assigned work shift in the form of overtime pay or compensatory time as determine by the Health Commissioner. The form of overtime compensation shall be determined prior to the employee working over their assigned work shift. Overtime compensation shall be earned at a rate of one and one-half hours for each hour worked over the assigned work shift in 15 minute increments.
 - (2) An exempt full time employee may receive overtime compensation for hours worked over their assigned work shift in the form of overtime pay or compensatory time as determined by the Health Commissioner. The form of overtime compensation shall be determined prior to the employee working over their assigned work shift. Overtime compensation shall be earned at a rate of one hour for each hour worked over the assigned work shift in 15 minute increments.
 - (3) A part time employee may receive overtime compensation for hours worked over 40 hours in a workweek in the form of overtime pay or compensatory time as determined by the Health Commissioner. The form of overtime compensation shall be determined

prior to the employee working over their assigned work shift. Overtime compensation shall be earned at a rate of one and one-half (1.5) hours for each hour worked over 40 hours in a workweek in 15 minute increments.

- (4) When any employee is scheduled to work on a federally designated holiday they shall receive overtime compensation at a rate of two hours for every hour worked over their normally assigned work shift.
- (k) No employee may accrue more than forty-eight (48) hours of compensatory time unless they receive specific prior approval from the Health Commissioner. Upon termination of employment, employees with unused compensatory time, shall be paid at a rate not less than the average regular rate for the last three years of employment or the final regular rate, whichever is higher.
- (l) Employees may use accrued compensatory time with the approval of the immediate supervisor taking into account the scheduling needs of the Department at no less than 15 minute increments.
- (m) All employees are subject to being called to work during emergency situations as determined by the Health Commissioner. When an emergency requires more work time than an assigned work shift by an employee, such overtime shall be compensated in accordance with subsection (c) hereof.
- (n) When an employee is required by the Health Commissioner to travel out of the Canton City Health District jurisdiction, such employee may be credited for the travel time necessary for the employee to travel from the employee's normal place of employment to the place of assignment and return to the normal place of employment. If such travel time results in the employee working more than their assigned work shift, then subsection (c) shall apply.

(Resolution 2014-01; passed 02-24-14)



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting
Monday, January 28, 2019 @ 12:00pm – Board Room
Division Reports

1. Medical Director – **No report**
2. Nursing/WIC
3. Laboratory
4. OPHI/Surveillance
5. THRIVE
6. Environmental Health
7. Air Pollution Control
8. Vital Statistics
9. Fiscal
10. Health Commissioner
11. Accreditation Team – **No report**
12. Quality Improvement Team

Canton City Public Health

December 2018 Report (Meeting 1/28/19)

NURSING DIVISION

Jon Elias, M.D.
Medical Director

Diane Thompson, R.N., M.S.N., DON
Nursing Division

CLINIC SERVICES

	# of Clinics	# Attending	YTD
Immunization Clinic	5	35	464
Tuberculosis (TB) Mantoux	5	7	237
Travel	4	22	223
S.T.I.	7	57	909
C.T.S.	5	4	50
Field/Outreach Testing		2	32
SWAP	4	140	1718
SWAP Testing		1	18
SWAP Vaccination Clinic**	4	3	37
Hepatitis A Outbreak Clinic	0	0	185

DENTAL SEALANT PROGRAM

	Students Screened	YTD Screened	Students Sealed	YTD Sealed
Dental Sealants	380	3370	211	1854

HIV TESTING

	Month	YTD	HIV+ Month	HIV+ YTD
Tests Performed	25	590	2	9
Results Given	24	581	1	8

HIV INFECTION

	HIV (900) Month	AIDS (950) Month	HIV (900) YTD	AIDS (950) YTD
Canton City	1	0	13	2
Stark County*	1	0	13	2

* excludes Canton City Residents

HIV Infection includes all persons infected with HIV and/or symptomatic of HIV related disease. AIDS reports include only those who meet the CDC AIDS definition.

SPECIAL PROGRAMS

	SESSIONS/VISITS/ CONTACTS		# ATTENDING	
	Month	YTD	Month	YTD
Nursing School Students/Physician Affiliations			1	39
STD/HIV Programs (Quest) – Goal 8 programs per year				
Communicable Disease Programs	0	1	0	35
Health Promotions / Fairs (Goodwill Parenting talks)	0	23	0	608
Immunization Action Plan – Maximizing Office Based Immunization Programs (MOBI) – Goal 11 per year	3	8		
Immunization Action Plan – Teen Immunization Education Sessions (TIES) – Goal 11 per year	3	13		
DIS Interviews and/or Visits	13	140		
Bureau for Children with Medical Handicaps (BCMh) and PHN Consultative Service Home Visits/Contacts [Goal – 90% of caseload will be contacted annually July 1st-June 30th]	1	49		

**WIC Division
Monthly Caseload Report**

Assigned Caseload for Canton WIC FY19: 2,167

Assigned Stark Project Caseload FY19: 5,711

WIC Fiscal Year 2019		
<i>October 2018 – September 2019</i>		
	Canton City	Total for Stark Project
October 2018	2,164	5,636
November 2018	2,072	5,453
December 2018	2,014	5,346

Canton City Public Health

January 2019 Report (Meeting 01/28/2019)

WIC DIVISION

1. The Government Shutdown & WIC

- a. Our current message: *Ohio WIC is open for business during the shutdown.*
- b. A verbal report will be provided at the meeting if additional information becomes available.
- c. At the State and Federal level, funds are being monitored in various categories, particularly for “food” and “administrative” costs.
 1. WIC food costs include all foods & formulas we issue to program participants on their WIC Benefits Card.
 - a. Funds used vary depending on benefit redemption rates.
 - b. In January, we have issued food/formula benefits to program participants through April 2019.
 - i. Benefits can only be used in the month they are assigned.

2. Updates from the State WIC Funding Committee

- a. While continuing to function under Continued Resolution, along with the Shutdown, the Committee has been unable to make any revisions to the funding distribution plan.
- b. State WIC formed this Committee (State staff and local project directors) to determine if changes are needed to the process in which State has previously allocated funds to the Local Projects.
 - i. Cost per participant (CPP) figures have been used while grouping Projects by caseload size.
 - ii. The most recent funding decrease was also based on the amount of return, unused funds.
- c. The Committee has been review staffing ratios per full-time equivalent (FTE).
 - i. State WIC may send these figures out as guidance with the FY2020 RFP.

3. New WIC Computers & New System Rollout

- a. The new system pilot continues in less than ten (10) Project across the State.
- b. Computer purchases will not be authorized for locals until there are more details available on an approved, Federal budget.

4. Miscellaneous Activities for the Stark WIC Project

- a. April 12th- Stark WIC Project Training Day & Community Partners Forum.
- b. 2019 Farmer’s Market WIC Events- All Stark WIC offices are planning on-site voucher distributions as was done in 2018. More details will be available after April.
- c. August is Breastfeeding Awareness Month- WIC Breastfeeding staff will coordinate additional breastfeeding education & outreach events. More details to come.

Canton City Health Department

December 2018 (Meeting 1/28/2019)

LABORATORY

Program	Tests	Tests Positive	Proficiency Testing	YTD Samples Tested	YTD Samples Positive	YTD Proficiency Testing
WATER:						
Private	91	29	0	1430	489	0
Public	39	8	0	512	57	21
Commercial	1	0	0	103	0	0
Other	0	0	0	1	1	0
FOOD SERVICES:						
Frozen Desserts	0	0	0	666	76	0
Other Exams	0	0	0	0	0	0
CLINICAL:						
Gonorrhea-smear	8	2	0	166	13	15
N.G.U.	8	5	0	166	106	5
Gonorrhea-culture	28	2	0	529	12	15
Oxidase Reflex	24	2	0	323	16	5
Culture Gram Stain Reflex	2	2	0	16	16	4
Sugar Confirmation Reflex	2	1	0	13	12	4
Gonorrhea-Gene amp.	41	3	0	654	21	15
Chlamydia-Gene amp.	41	4	0	654	55	15
Syphilis Serology Qualitativ	41	3	5	689	41	15
Syphilis Serology Quantitat	3	6	3	43	46	9
Candida	15	1	0	265	51	6
Gardnerella	15	10	0	265	116	6
Trichomonas	15	0	0	265	39	6
Pregnancy-urine	1	0	0	32	1	3
HIV screen	23	2	2	589	9	65
HIV Insti Confirmatory	1	1	0	6	6	0
Blood Lead	0	0	0	4	0	4
HCV Antibody screening	1	0	0	58	6	0
MISCELLANEOUS:						
Pollen counts	0	0	0	125	125	0
Other Exams	0	0	0	2	2	6
Misc. (insects, etc.)	0	0	0	0	0	0

EPI GRAM December, 2018

A Monthly Publication of the Stark Public Health Infrastructure Coalition

EPI Gram is a monthly publication of the Stark County Public Health Infrastructure Coalition. It contains a summary of provisional communicable disease reports and other key public health indicators, with summary tables for Stark County, Ohio. Some reportable conditions may be under investigation and, at any given time, data may fluctuate from month to month for a specific category. **If you have any questions please contact Avinash Joseph at 330.493.9914 or josepha@starkhealth.org, or Amanda Archer at 330.489.3327 or aarcher@cantonhealth.org.**



Monthly Highlight: Measles Outbreak in Clark County, Washington

Measles is a highly contagious, vaccine-preventable illness caused by the measles virus. Symptoms of measles include high fever, runny nose, cough, and conjunctivitis, followed by a characteristic rash that normally begins at the head and spreads to the rest of the body. Measles is extremely contagious from four days before rash onset to four days after, and can be spread through the air or through direct contact with an infected person. Measles was largely eradicated in the U.S. after the year 2000. 2018 saw the second highest number of measles cases reported in the U.S. since this elimination (2014 was the highest).

Clark County, Washington has declared a public health emergency due to a recent outbreak of measles involving 23 confirmed and 2 suspected cases. Of the reported cases, 20 of these cases were not immunized. 18 of these cases were in children <10 years of age, with only 1 adult case (between 19 and 29 years of age). One case has been hospitalized. Multiple public locations have been identified as potential sources of exposure, including the Moda Center, where the Portland Trailblazers played a nearly sold out home game on January 11th that potentially exposed upwards of 19,000 individuals. 90% of unvaccinated individuals who are exposed develop the disease, and Clark County is known to have an above average percentage of unvaccinated individuals. Low immunization uptake in a population also negatively affects those who have been immunized due to the concept of “herd immunity”, which offers greater protection to a population with higher vaccine uptake, particularly those with weakened immune systems or with medical contraindications for the vaccine.

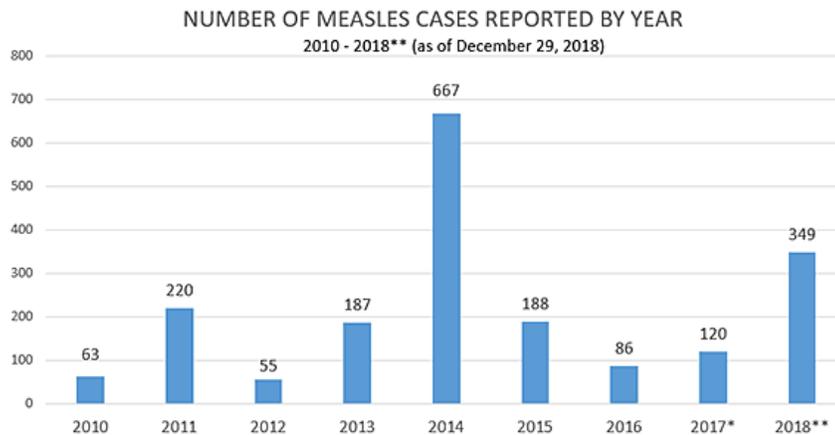


Chart via Centers for Disease Control

While Stark County did not report any measles cases during 2018, pockets of unvaccinated individuals and growing anti-vaccine sentiment could lay the groundwork for future outbreaks in our community. Universal measles immunization is the best way to prevent a public health emergency such as this from occurring in Northeast Ohio.

Table 1 Summary of Air Quality Index, Pollen, and Mold Counts for Stark County, Ohio, including historical data.

	December 2018				December 2017			
	Monthly High	Monthly Low	Monthly Median	Counts in highest reported health risk category	Monthly High	Monthly Low	Monthly Median	Counts in highest reported health risk category
Pollen Count	Data collected seasonally and not currently available.				Data collected seasonally and not currently available.			
Mold Count	Data collected seasonally and not currently available.				Data collected seasonally and not currently available.			
Air Quality Index	89	15	45	9 (Moderate)	72	18	39.5	7 (Moderate)

**See the following websites for updated Air Quality Index and mold index terminology and color coding: <http://www.airnow.gov/index.cfm?action=aqibasics.aqi> https://pollen.aaaai.org/nab/index.cfm?p=reading_charts. Data source for this table is the Air Quality Division of the Canton City Health Department.

Table 2 Select Vital Statistics for Stark County

	DEC 2018	YTD 2018	2017
Live Births	340	4265	4014*
Births to Teens	19	292	271*
Deaths	337	4269	4475*

* Birth and death data is preliminary

Table 3 Stark County Crude Birth Rate and Death Rates

	2013	2014	2015	2016	2017*
Birth	11.3	11.3	11.2	11.3	10.7
Death	11.3	11.4	11.6	11.7	11.9

*Source: Ohio Department of Health Data Warehouse. Rates are per 1,000 population. 2017 data is preliminary.

Table 4: Jurisdictional Summary of Reportable Diseases in Stark County, OH (Provisional Data)	Alliance City		Canton City		Massillon City		Stark County		All Departments	
	DEC	YTD	DEC	YTD	DEC	YTD	DEC	YTD	DEC	YTD
Anaplasmosis	0	0	0	1	0	0	0	1	0	2
Babesiosis	0	0	0	0	0	0	0	2	0	2
Campylobacteriosis	0	1	1	18	0	8	1	56	2	83
Chlamydia infection	6	112	67	756	10	163	41	682	124	1713
CP-CRE	2	2	0	5	0	3	5	13	7	23
Cryptosporidiosis	0	3	0	11	0	1	0	18	0	33
Cyclosporiasis	0	0	0	0	0	0	0	8	0	8
E. coli, Shiga Toxin-Producing	0	0	1	6	0	1	0	10	1	17
Giardiasis	0	2	1	6	1	3	2	12	4	23
Gonococcal infection	4	30	36	391	3	47	19	175	62	643
Haemophilus influenzae (invasive disease)	0	0	1	2	0	0	0	2	1	4
Hepatitis A	1	2	0	3	0	0	0	6	1	11
Hepatitis B (including delta) – acute	1	1	0	8	0	0	0	3	1	12
Hepatitis B (including delta) - chronic	1	5	1	25	1	6	7	48	10	84
Hepatitis C - acute	0	0	0	4	0	1	0	0	0	5
Hepatitis C – chronic	0	29	7	110	3	39	7	137	17	315
Influenza-associated hospitalization	0	23	2	153	1	45	7	372	10	593
LaCrosse virus disease	0	0	0	1	0	0	0	3	0	4
Legionellosis - Legionnaires' Disease	0	1	0	11	0	2	2	20	2	34
Lyme Disease	0	0	1	3	1	4	0	31	2	38
Meningitis - aseptic/viral	0	3	0	8	0	3	3	32	3	46
Meningitis - bacterial (Not N. meningitidis)	0	0	0	2	0	1	0	1	0	4
Mumps	0	0	0	1	0	0	0	1	0	2
Pertussis	5	17	2	8	0	6	3	23	10	54
Salmonellosis	0	1	2	8	0	7	1	43	3	59
Shigellosis	0	0	0	9	0	5	0	10	0	24
Spotted Fever Rickettsiosis, including RMSF	0	0	0	2	0	0	0	3	0	5
Streptococcal - Group A -invasive	0	1	0	8	1	2	0	14	1	25
Streptococcus pneumoniae - invasive antibiotic resistance unknown or non-resistant	0	2	1	9	1	1	3	17	5	29
Streptococcus pneumoniae - invasive antibiotic resistant/intermediate	0	0	1	2	0	1	0	7	1	10
Syphilis, Total	0	2	0	11	0	2	1	18	1	33
Syphilis, Primary, Secondary and Early Latent	0	1	0	8	0	2	1	8	1	19
Tuberculosis	0	0	0	0	0	0	2	5	2	5
Varicella	0	0	0	4	0	0	2	12	2	16
Yersiniosis	0	1	0	1	0	0	0	1	0	3
Total	20	241	125	1603	22	357	110	1804	277	4005

Table 5 – Summary Table of Diseases Reported in the Previous 5 years within Stark County (Provisional Data)	DEC-18	DEC-17	YTD 2018	YTD 2017	All of 2017	5 Yr Annual Average	Rate
Amebiasis	0	0	0	1	1	0.4	0.107
Anaplasmosis	0	0	2	0	0	0.4	0.107
Babesiosis	0	0	2	1	1	0.4	0.107
Bruceellosis	0	0	0	1	1	0.2	0.054
Campylobacteriosis	2	3	83	88	88	74.0	19.807
Chlamydia	124	118	1713	1804	1804	1666.6	446.078
Coccidioidomycosis	0	0	0	0	0	0.4	0.107
Creutzfeldt-Jakob Disease	0	1	1	3	3	1.2	0.321
Cryptosporidiosis	0	3	33	30	30	32.4	8.672
Cyclosporiasis	0	0	8	2	2	1.6	0.428
E. coli, Shiga Toxin-Producing (O157:H7, Not O157, Unknown Serotype)	1	1	17	12	12	11.0	2.944
Giardiasis	4	0	23	18	18	24.6	6.584
Gonorrhea	62	39	643	542	542	574.0	153.635
Haemophilus influenzae , Invasive	1	1	4	9	9	7.0	1.874
Hemolytic Uremic Syndrome (HUS)	0	0	0	0	0	0.2	0.054
Hepatitis A	1	1	11	10	10	7.0	1.874
Hepatitis B, Perinatal	0	0	1	1	1	1.8	0.482
Hepatitis B, Acute	2	1	12	8	8	5.6	1.499
Hepatitis B, Chronic	10	8	84	66	66	45.0	12.045
Hepatitis C, Acute	0	0	5	2	2	6.6	1.767
Hepatitis C, Chronic	17	23	315	300	300	295.4	87.363
Hepatitis E	0	0	0	0	0	0.2	0.054
Influenza-associated hospitalization	10	101	593	413	413	326.4	87.363
Influenza-associated pediatric mortality	0	0	0	0	0	0.2	0.054
LaCrosse virus disease	0	0	4	0	0	0.2	0.054
Legionellosis	2	1	34	15	15	15.4	4.122
Listeriosis	0	0	1	1	1	1.2	0.321
Lyme Disease	2	3	38	29	29	19.4	5.193
Malaria	0	0	0	0	0	0.6	0.161
Measles (indigenous to Ohio)	0	0	0	0	0	2.0	0.535
Meningitis, Aseptic	3	2	46	43	43	30.2	8.083
Meningitis, Other Bacterial	0	1	4	3	3	3.6	0.964
Meningococcal Disease	0	0	0	0	0	1.0	0.268
Mumps	0	0	2	3	3	2.8	0.749
Pertussis	10	24	54	41	41	42.8	11.456
Q fever, acute	0	0	0	0	0	0.4	0.107
Q fever, chronic	0	0	0	1	1	0.2	0.054
Salmonellosis	3	0	59	39	39	44.8	11.991
Shigellosis	0	10	24	23	23	38.6	10.332
Spotted Fever Rickettsiosis	0	0	5	6	6	1.2	0.321
Staphylococcal aureus - intermediate resistance to vancomycin (VISA)	0	0	0	0	0	0.2	0.054
Streptococcal Dis, Group A, Invasive	1	2	25	22	22	13.0	3.480
Streptococcal Dis, Group B, in Newborn	0	0	2	1	1	1.6	0.428
Streptococcal Toxic Shock Syndrome	0	0	0	0	0	0.8	0.214
Streptococcus pneumoniae – inv. antibiotic resistance unknown or non-resistant	5	1	29	33	33	31.2	8.351
Streptococcus pneumo – inv. antibiotic resistant/intermediate	1	2	10	16	16	16.8	4.497
Syphilis, Total	1	4	33	29	29	15.4	4.122
Syphilis, Primary, Secondary and Early Latent	1	4	19	13	13	9.6	2.570
Toxic Shock Syndrome (TSS)	0	0	0	0	0	0.8	0.214
Tuberculosis	2	0	5	3	3	1.4	0.375
Typhus Fever	0	0	0	0	0	0.2	0.054
Varicella	2	6	16	20	20	25.6	6.852
Vibriosis - other (not cholera)	0	0	0	2	2	2.2	0.589
Vibrio parahaemolyticus infection	0	0	0	0	0	0.2	0.054
West Nile Virus	0	0	8	1	1	0.6	0.161
Yersiniosis	0	0	3	9	9	6.0	1.606
Zika virus infection	0	0	0	0	0	1.0	0.268

Source: Ohio Disease Reporting System, downloaded 11/19/2018. Rates are per 100K population and based on 5 yr average incidence '13 – '17.

Canton City Public Health

January 2019 Report (Meeting 01/28/2019) STARK COUNTY THRIVE

STARK COUNTY OHIO 2018 INFANT MORTALITY STATISTICS **PRELIMINARY DATA

Qtr4 2018 Stark County

Infant Mortality Rate (IMR) per 1,000 Live Births

Black IMR0.0 (100% decrease from Q4 2017)

White IMR.....10.1 (42% increase from Q4 2017)

Overall IMR.....8.2 (2.5% increase from Q4 2017)

In Qtr4 2018, preliminary data showed that Black babies died at a rate less than that of White babies.

Number of Stark County Infant Deaths by Race

Black.....0

White.....8

Other.....0

Total.....8

Number of Stark County Live Births by Race

Black.....151

White.....790

Other.....30

Total.....971

2018 Stark County (Calendar Year)

Infant Mortality Rate (IMR) per 1,000 Live Births

Black IMR5.8 (66.8% decrease from 2017)

White IMR.....6.8 (22% decrease from 2017)

Overall IMR.....6.5 (31.6% decrease from 2017)

B/W Disparity Rate..... (.85)

In 2018, preliminary data showed that Black babies died at a rate less than that of White babies.

Number of Stark County Infant Deaths by Race

Black.....3

White.....23

Other..... 0

Total.....26

Number of Stark County Live Births by Race

Black.....519

White.....3371

Other.....113

Total.....4,003

"These data were provided by the Ohio Department of Health. The Department specifically disclaims responsibility for any analyses, interpretations or conclusions". Data is preliminary and subject to change. Data is reviewed monthly. For questions regarding this data, please contact Jessica Boley, RD, LD, THRIVE Epidemiologist jboley@cantonhealth.org

Project Highlights

- Stark County saw a decrease of 17% in births over to those under the age of 20 from 2017 (2018 births -219, 2017 births -264)
- Stark County saw an increase in Black births of 13.8% from 2017
- Black women ages 30-39 had a 48.3% increase in births from 2017 (2018 births=129 compared to 2017 births=87)
- Since HUB inception 522 clients have been served by a CHW -- 429 pregnant or maternal and 93 adults with chronic disease.

Canton City Public Health

December Report (Meeting 1/28/2019)

ENVIRONMENTAL HEALTH (EH)

Environmental Summary Numbers (Performance Management)

Summary Statistics	Cases Opened M / YTD	Cases Acknowledged M / YTD	Cases Closed M / YTD	Days taken to Acknowledge M / YTD	Days taken to Close M / YTD
Environmental Investigations	91 / 2177	91 / 2058	57 / 2114	0.60 / 0.50	8.20 / 13.40
Animal Bite Investigations	20 / 324	20 / 260*	12 / 302	0.00 / 0.90	7.00 / 14.10

Summary Statistics	Tires, lbs M / YTD	# of Tires (estimated) M / YTD	HHW, lbs M / YTD	# HHW Customers M / YTD	E-Waste & Misc Metals, lbs M / YTD	Scrap Steel, lbs (Sanitation Bin) M / YTD	Commodity Sales M / YTD
Recycling Center	14,720 / 305,560	736 / 15,278	9,307 / 130,761.54	** / 1819	0.0 / 112,006.4	5,050.0 / 108,970.0	\$9,845.67 / \$35,049.37

Summary Statistics	Plan Reviews Received M / YTD	Plan Reviews Approved M / YTD	Annual Inspection Goal	Monthly Inspection Goal	Inspections Completed M / YTD
Food Service Activities	0 / 16	2 / 16	917	152	42+ / 351
Swimming Pools / Spas	-	-	18 (36 Recommended)	-	0 / 18
Schools	-	-	77	-	2 / 40
Body Art (Tattoos)	-	-	8	-	3 / 5

NOTES:

1. M / YTD = Monthly / Year to Date
2. * Cases were being entered but not acknowledged originally because sanitarian entering the case was also the sanitarian handling the case.
3. **At this time, Household Hazardous Waste (HHW) customer usage data is collected quarterly. This is customers for 1st, 2nd, 3rd and 4th quarters.

4. "Cases Opened" is a number from SeeClickFix.com complaint system for complaints logged and "Cases Acknowledged" indicates that we recognized that a complaint was assigned to EH or someone in EH.
5. Temporary Food Service Inspections were performed in December and 161 total in 2018.

NUISANCE UPDATES:

- Ohio Dept. Of Agriculture conducted an unannounced survey on our Mosquito Program on 1/11/2019. We performed well. Survey attached. We will be updating our program for improvements prior to mosquito season.
- Three Registered Sanitarians are spending 25% of their daily work time at the Recycle Center to keep up with taking equipment apart and removing rims from tires. These activities are necessary to maintain the sale of the recyclable items for profit. Due to increased public use of the Recycle Center and an increase in the amount of items received that must be taken apart, I will be proposing to hire additional staff at the Recycle Center. My desire is to remove RS from the RC so they can spend their time inspecting and abating nuisances throughout the City

FOOD UPDATES:

- Ohio Dept. of Agriculture scheduled a survey on our Food Services Program for the week of March 13-21.
- Building/Code, and Fire are all in agreement to schedule monthly meetings together to discuss common problems/locations. Fire has offered their meeting room on 25th St. NE but we have not been able to set a date due to personnel schedules.
- We are in the final stages of completing a Temporary Food License Policy, Plan Review Policy, and Enforcement Policy.
- Completed Dept. of Health food cost methodology. No changes in license fees for 2019, but we will implement increases beginning March 1, 2020.
- Looking for cost effective way to transfer blueprints/building plans from paper to electronic version. ODH/ODA require us to maintain this information on file "forever" but paper is getting damaged, storage space is limited, locating the plans is difficult. Any ideas??? (Bernie, Lisa Sims, Engineering, SC GIS, etc.?)

Ohio Department of Agriculture
Pesticide & Fertilizer Regulation
8995 East Main Street
Reynoldsburg, Ohio 43068
614-728-6987

NOTICE OF INSPECTION

CASE NO.
DATE 1/11/19
TIME 10:35 A.M. P.M.



NAME OF INDIVIDUAL
Annamarie Butusov

TITLE
Director of Environmental Health

FIRM NAME
Canton City Public Health

FIRM ADDRESS
*420 Market Ave N
Canton, OH 44702*

TELEPHONE NUMBER
330 438 4641

COUNTY
Stark

SIGNATURE OF INSPECTOR
Grant E Downes

TITLE
Inspector

REASON FOR INSPECTION:
 To determine compliance with the Ohio Pesticide Law, Chapter 921 of the Ohio Revised Code, the rules adopted thereunder and the Federal Insecticide, Fungicide, and Rodenticide Act.
 To determine compliance with the Ohio Fertilizer Law, Chapter 905 of the Ohio Revised Code and the rules adopted thereunder.

ADDITIONAL INFORMATION:
Routine Inspection, no violations suspected

Ohio | Department of Agriculture
8995 E. Main St., Reynoldsburg, OH 43068

Grant Downes
Plant Health Inspector
Pesticide/Fertilizer Regulation
P 614-728-6388 C 614-738-0512
800-282-1955 F 614-728-4235
Grant.Downes@agri.ohio.gov

John R. Kasich, Governor
Mary Taylor, Lt. Governor
David T. Daniels, Director

OhioAgriculture.gov

Section 8, 9(a) and 12(a)(2)(B) of the Federal Insecticide, Fungicide & Rodenticide Act, as amended (7 U.S.C. 136 et seq.), Section 921.18(A)(1), and 921.18(B) of the Ohio Pesticide Law, and Section 905.39(A) and 905.59(A) of the Ohio Fertilizer law are quoted on the reverse side of this form.

Canton City Public Health

December 2018 Report (Meeting 1/28/2019)

AIR POLLUTION CONTROL

AIR MONITORING:

Summary of Air Monitoring Network

MONITORING TYPE	ATTAINMENT STATUS	# OF REQUIRED MONITORS	# OF OPERATING MONITORS	MONITORING LOCATION
Ozone	Attainment	3	0*	Malone College; Brewster; Alliance
Carbon Monoxide	Attainment	1	1	Canton Health Department
PM2.5	Attainment	4	4	Canton Fire Station #8; Canton Health Department
PM2.5 Speciation	n/a	2	2	Canton Fire Station #8
PM10 / Manganese	n/a	0	1	Republic Steel
Lead	Undetermined	1	2	Republic Steel
Lead	Undetermined	0	1	Youtz Leadership School

- **Monitoring Network Details:* Staff is preparing for the next ozone season, which begins March 1, 2019.

Air Pollution Laboratory Report

Suspended Particulates PM2.5- Comparison of Monthly Averages (in micrograms per cubic meter of air)*

Primary Standard Limits: Annual Arithmetic Mean = 12; Daily 24-hr Average = 35

**Note: Due to data availability averages are reported for previous month*

Location	November 2014	November 2015	November 2016	November 2017	November 2018
#1 Health Department	8.4	8.7	10.5	8.8	8.1
#15 Fire Station #8	10.6	10.1	13.0	10.6	8.5

Air Quality Index (AQI) - Comparison of Monthly Data

AQI Value Ranges Per Category of Air Quality Conditions:

Good = 0-50; Moderate = 51-100; Unhealthy for Sensitive Groups = 101-150; Unhealthy = 151-200

Data Type	December 2014	December 2015	December 2016	December 2017	December 2018
# of AQI Reporting Days	21	22	22	20	19
Highest AQI Value	32	60	58	72	89
# of Days in Good Category	21	21	19	13	10
# of Days in Moderate Category	0	1	3	7	9
# of Days in Unhealthy For Sensitive Groups Category	0	0	0	0	0
# of Days in Unhealthy Category	0	0	0	0	0

Data Capture Rate Report

*Quality assured data is to be collected per the frequency indicated in the table no less than 75% of the time
Comparison of annual data capture rates*

**Note: Due to data availability, this is the expected data capture rate once December data is submitted.*

Pollutant	Sample Frequency	2014	2015	2016	2017	2018*
PM2.5 Intermittent (Fire Station #8)	1 every 3 days	98%	99%	98%	100%	98%
PM2.5 Intermittent (Health Dept.)	1 every 3 days	97%	98%	99%	96%	98%
PM2.5 Continuous	Continuous, hourly averages	98%	99%	86%	86%	92%
PM2.5 Speciation	1 every 6 days	98%	99%	98%	99%	95%
Carbon Monoxide	Continuous, hourly averages	99%	98%	99%	99%	92%
Ozone (Alliance)	Continuous, hourly averages	99%	98%	98%	99%	100%
Ozone (Malone)	Continuous, hourly averages	99%	98%	99%	99%	100%
Ozone (Brewster)	Continuous, hourly averages	99%	98%	99%	99%	98%

SIGNIFICANT COMPLIANCE MONITORING DETAILS:

Please see the APC Compliance Monitoring Activities tables on the next page for the quantities of conducted activities. Below are details of any compliance monitoring activities with significant importance or impact.

- 12/05/18: Courtney Grossman, Jaclyn Hupp, and Sam Norman were on site at Title V Facility, Marathon Refinery, located at 2408 Gambrinus Ave SW, Canton, to observe a performance stack test conducted to measure the nitrogen oxides exhausted from their vacuum unit heater. This test is required by their permit and their 2012 USEPA Consent Decree ensure their emissions are in compliance with their permit allowable limit. The stack test report is due 01/05/19.
- 12/18/18: Courtney Grossman, Linda Morckel, Nate Sobczak, Jaclyn Hupp and Ron Jones were on site at Title V Facility, Republic Steel, located at 2633 Eight St NE, Canton, to observe a performance stack test conducted to measure the particulate matter and lead exhausted from the baghouse control device which controls emissions from their CBCF Ladle Metallurgy Furnace (LMF). The test was scheduled to include 3 leaded steel production runs, but due to operational and scheduling issues, was only able to complete the 2 leaded steel production runs. The remaining 2 test runs have been tentatively rescheduled to occur in January 2019.
- 12/28/18: Ohio EPA Director's Final Findings and Orders (F&Os) were issued to Dan's Wholesale Carpet Outlet LLC to resolve significant non-compliance violations cited in March 2018 for asbestos violations associated with improper asbestos abatement, improper waste handling, failure to conduct an asbestos survey, and improper paperwork for the demolition of two residential structures located in Massillon. The associated Notice of Violation (NOV) letter was noted in the March 2018 Board Report. The F&Os include a \$10,000 civil penalty. This case is now considered resolved.

APC Compliance Monitoring Activities

December 2018 and Year End

Activity	Month Totals						CY2018 Totals						CY2017 Totals					
	OB	Asb	HPF	NPF	Ot	Total	OB	Asb	HPF	NPF	Ot	Total	OB	Asb	HPF	NPF	Ot	Total
<i>INSPECTIONS</i>																		
1. Full Compliance Evaluation (FCE) inspections			0	0		0			13	0		13			13	0		13
2. Site Visits conducted (non-complaint)	0		1	4	0	5	6		20	17	3	46	13		36	19	4	72
3. Performance tests observed			2	1		3			17	1		18			17	2		19
4. Opacity observations conducted			1	0	0	1			20	3	2	25			21	2	0	23
5. Anti-tampering inspections					0	0					2	2					3	3
<i>COMPLAINTS</i>																		
6. Complaints received	4	0	0	1	1	6	182	12	39	21	23	277	192	4	30	11	54	291
7. Complaints investigated	3	0	0	1	1	5	174	12	37	17	18	258	184	4	30	11	45	274
<i>ENFORCEMENT</i>																		
8. Warning actions taken	1	0	0	0	0	1	28	1	2	0	0	31	29	1	3	1	0	34
9. General NC enforcement actions taken	3	0	0	0	0	3	77	5	1	6	0	89	97	7	3	1	2	110
10. Significant NC enforcement actions taken	0	0	0	0	0	0	5	2	8	1	0	16	10	5	9	1	0	25
11. GNC Resolved without further action – Local	3	0	0	0	0	3	77	5	3	2	0	87	98	7	4	3	3	115
12. SNC Resolved without further action – Local	0	0	0	0	0	0	3	0	0	1	0	4	7	1	1	0	0	9
13. Enforcement Action Referral to OEPA for SNC	0	0	0	0	0	0	4	2	7	0	0	13	3	5	6	0	0	14
14. Final Enforcement Action Issued by OEPA/AGO	0	1	0	0	0	1	4	7	2	0	0	13	6	1	3	0	0	10

Abbreviations: OB = open burning; Asb = asbestos; HPF = High Priority facility; NPF = Non-high Priority Facility; Ot = Other; NC = Non-compliance, S = Significant, G = General

Activity	Month Totals		CY2018 Totals		CY2017 Totals	
<i>ASBESTOS</i>						
15. Demo/Renovation notifications received	14		156		240	
16. Demo/Renovation inspections performed	3		57		63	
17. Non-Notifier inspections performed	0		4		5	
18. Asbestos Landfill inspection performed	0		3		3	
<i>OPEN BURNING ISSUANCE</i>						
	Recd	Issued	Recd	Issued	Recd	Issued
19. Open Burning Notifications	1	0	8	7	6	6
20. Open Burning Permissions	0	0	15	11	6	6

- *Yearly Activity Comparison CY2018 to CY2017:* The two tables above include both the CY2018 compliance monitoring activity totals and the previous CY2017 totals for comparison.
 - The overall facility inspection (items 1-5) rate for CY2018 was lower than CY2017, mostly due to the reduction of anti-tampering inspection frequency requirements, less inspections for facilities for permit processing needs, and less required performance tests.
 - The overall asbestos inspection (items 16-18) rate for CY2018 was slightly lower than CY2017, mostly due to less asbestos notifications received. However, the overall asbestos notification inspection percentage increased in CY2018 to 36.5% as compared to CY2017 of 26.3% due to newer companies performing work and more complex projects occurring.
 - The amount of complaints received (item 6) was lower in CY2018 than CY2017 overall, though some complaint categories were higher, and the investigated (item 7) to received (Item 6) ratio decreased slightly in CY2018 to 93.1% as compared to CY2017 of 94.2%. This is mostly due to receiving several complaints that weren't investigated due to change in policy or since they were referred to other agencies.
 - The enforcement (items 8-14) rate was lower for CY2018 than CY2017, which was result of new Ohio EPA enforcement policies that decrease when a violation should be cited. The table above shows the difference categories of non-compliance, which shows a decrease in open burning and asbestos category enforcement rates with a slight increase for facility category enforcement rate. The overall ratio of non-compliances resolved versus taken stayed about the same in CY2018 of 99.0% as compared to CY2017 of 99.3%; however, these ratios vary per category.
 - Open burning issuance rate (items 19-20) was higher in CY2018 than CY2017, which is a results of more requests being received.

Summary of Inspection Goal Status for 4th Quarter 2018

Activity	Quarter Totals	Quarter Goal
1a. Full Compliance Evaluation (FCE) inspections at HPF	0	<i>1</i>
5. Anti-tampering inspections	0	<i>0</i>
18. Asbestos Landfill inspection performed	0	<i>0</i>
<i>ASBESTOS NOTIFICATION INSPECTIONS</i>		
15. Demo/Renovation notifications received	29	<i>n/a</i>
16. Demo/Renovation inspections performed	12	<i>n/a</i>
Asbestos notification inspection rate:	41.3%	<i>15%</i>

- *Quarterly Inspection Goals Status (Oct-Dec):* We achieved 100% of the quarterly goal for anti-tampering inspections and asbestos landfill inspections. We did not achieve the quarterly goal for high priority facility inspections, due to permit workload, so the inspection has been rescheduled for the next quarter. We achieved 41.3% quarterly asbestos inspection rate, which is higher than the goal of 15%, so we anticipate to achieve the yearly goal.

PERSONNEL:

- 12/17/18: The Board of Health approved the written notice of resignation for David Hampton, APC Engineer. David’s last day in the office is scheduled for Friday, January 4, 2019. David will then use his remaining fifteen days of 2019 vacation and his 2019 personal holiday so his last day of CCPH employment will be Tuesday, January 29, 2019. David has expressed appreciation for the opportunity to be a part of this organization and views the experience as positive. APC plans to fill this vacancy by promotion from within and filling that vacancy so the same level of workforce is maintained.

PERMITTING:

Facility Universe in Stark County (APC Jurisdiction)

	November 2018 End Balance	Facilities shutdown in December 2018	New Facilities in December 2018	Facilities changed type in December 2018	December 2018 End Balance
# of Title V Facilities	19	0	0	0	19
# of FEPTIO Facilities	20	0	0	-1	19
# of NTV Facilities	184	-2	0	+1 and -2	181
# of PBR Facilities	284	0	0	+1	285

- NTV facility, Crest Rubber, located at 633 N. Union, Alliance, was permanently shutdown with a date of 11/1/2015 as discovered during compliance report review.
- The gas station NTV facility, MTA Petroleum, located at 120 Canal St, Waynesburg, was permanently shutdown with a date of 12/8/2016 as discovered during compliance report review.

Summary of Permit Activity for December 2018

	Incoming	Outgoing	
	Applications Received	Draft Issued Permits	Final Issued* Permits
TVPTI-Initial Installation	0	0	0
TVPTI-Ch31 Modification	0	0	0
FEPTIO-Initial Installation	0	0	0
FEPTIO-Ch31 Modification	0	0	0
NTVPTIO-Initial Installation	0	0	0
NTVPTIO-Ch31 Modification	0	0	0
Total Installation Permits	0	0	0
TVPTO-renewal	0	0	0
FEPTIO-renewal	0	0	0
PTIO-renewal	1	0	0
Total-Renewals	1	0	0
TVPTI - Admin Modification	0	0	1
TVPTO-APA/MPM/SPM	0	0	0
TVPTO-Initial	0	0	0
FEPTIO-Admin Modification	0	0	0
NTVPTIO-Admin Modification	0	0	0
Total other permits	0	0	1
PBR-Initial Installation	1	n/a	1
PBR-Replace Renewal	0	n/a	0
PBR-Other	0	n/a	0
Total PBRs	1	n/a	1
GRAND TOTAL	2	0	2

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

Summary of Permit Goals and Status for CYTD 2018

Includes progress toward Strategic Plan goal

	CYTD Final Issued* Permits	DAPC Yearly Issuance Goals	Year End % Goal Achieved
FEPTIO-Renewal (backlogged)~	1	6	17%
NTVPTIO-Renewal (backlogged)~	6	12	50%

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

~Only includes Backlogged permits, which means older than 6 months for FEPTIO/NTVPTIO-Renewals

	Processing complete; waiting for CO to issue	CYTD TVPTO Issuance Details				DAPC Yearly Issuance Goal	Year End % Goal Achieved
		Draft	PPP	PP	Final*		
TVPTO-Renewal~	1	5	6	7	7	11	64%
TVPTO-Initial~	n/a	0	0	0	1	1	100%

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

~Only includes Backlogged permits, which means older than 18 months for TVPTO Renewals or Initials

	CYTD permits issued final*	CYTD permits issued on time	Year End % of permits issued on time	Goal
% of Installation Permits issued final within 180 days	13	12	92.3%	100%
% of Admin Mod Permits issued final within 180 days	9	9	100%	100%

*Value of both final issued permits and canceled permits (permits no longer needed) combined. This value does not include permits that were already older than 180 days as of 01/01/2018.

Canton Backlogged Permit Year-End Balance Trend							
Permit Type	2012	2013	2014	2015	2016	2017	2018
TVPTO-Renewal	14	13	13	13	8	11	4
FEPTIO-Renewal	16	13	13	8	6	6	5
NTVPTIO-Renewal	47	32	26	23	15	12	6

- Permit Issuance Goals Year-End Status:* This is the seventh year that goals have been provided to Canton from Ohio EPA DAPC. Out of the 6 goals DAPC provided us for 2018, we achieved 2 of them as seen in the table above. We put forth a concerted effort this year, maintaining good quality of the final issued permits. We spent a lot of time working on TVPTO renewals, as seen in our CYTD TVPTO table above, in which we achieved issuing the highest number of TVPTO renewals in a single year! We even completed processing the Jewel Acquisition Title V permit renewal for Final issuance in December, but CO was not able to get it issued by the end of December, so we are still waiting for them to issue and were not able to count it toward our totals. We did progress with issuing renewal permits, but we still have renewal permit backlog, which will carry forward as the goal for 2019 to complete. As seen in the backlogged permit trend table above, the backlogged has been consistently decreasing, which is the goal. The Installation permits continue to be the highest processing priority, so this causes the renewal work to be delayed. See CY2018 versus CY2017 comparison for additional discussion on performance.

PERMITTING – QUARTERLY AND YEARLY STATISTICS:

Summary of Final Issued Permits for 4th Quarter 2018 Compared to Benchmarks

	Final Issued Permits*		
	Canton	Benchmark-High: Toledo	Benchmark-Low: Portsmouth
TVPTI-Initial Installation	0	0	1
TVPTI-Ch31 Modification	0	1	0
FEPTIO-Initial Installation	0	0	0
FEPTIO-Ch31 Modification	0	0	0
NTVPTIO-Initial Installation	0	3	0
NTVPTIO-Ch31 Modification	0	0	0
Total Installation Permits	0	4	1
TVPTO-renewal	3	1	0
FEPTIO-renewal	0	0	0
NTVPTIO-renewal	1	6	0
Total Renewals	4	7	0
TVPTI - Admin Modification	1	4	0
TVPTO-APA/MPM/SPM	0	1	0
TVPTO-Initial	0	1	0
FEPTIO-Admin Modification	0	0	0
NTVPTIO-Admin Modification	0	1	0
Total Other Permits	1	7	0
Total PBRs	1	0	2
GRAND TOTAL	6	18	3

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

- Quarterly Benchmark Comparison:* We have two Benchmarks: Toledo, which is a slightly larger size jurisdiction with more permit writing staff; and Portsmouth which is a slightly smaller jurisdiction with less permit writing staff. Our goal is to achieve performance at the same level as our high benchmark, but to never fall below our low benchmark. This quarter our performance is the same as compared to the last quarter since we are still below our high benchmark, but we are still meeting the goal of being above our low benchmark. We are achieving 33% of our high benchmark's performance. Our goal next quarter is to maintain our performance levels (in between our low & high benchmarks).

Summary of Final Issued Permits for Calendar Year 2018 Compared to Benchmark

	Final Issued Permits*		
	Canton	Benchmark-High: Toledo	Benchmark-Low: Portsmouth
TVPTI-Initial Installation	4	1	1
TVPTI-Ch31 Modification	0	2	0
FEPTIO-Initial Installation	0	1	1
FEPTIO-Ch31 Modification	0	0	1
NTVPTIO-Initial Installation	9	7	0
NTVPTIO-Ch31 Modification	0	1	0
Total NSR Category Permits	13	12	3
TVPTO-renewal	7	4	1
FEPTIO-renewal	1	6	1
NTVPTIO-renewal	6	10	0
Total Renewals	14	20	2
TVPTI - Admin Modification	12	9	1
TVPTO-APA/MPM/SPM	1	5	1
TVPTO-Initial	1	1	0
FEPTIO-Admin Modification	1	3	0
NTVPTIO-Admin Modification	0	3	0
Total Other Permits	15	21	2
Total PBRs	17	10	12
GRAND TOTAL	59	63	19

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

- Yearly Benchmark Comparison:* As a yearly comparison to our two benchmark offices, we accomplished 94% of high benchmark and 311% of our low benchmark, which is maintaining a position between the two benchmarks. In comparison to last year 2017, Canton achieved 89% of what the high benchmark office achieved, so 2018 shows a slight increase in performance. In comparison to last year 2017, Canton achieved 235% of what the low benchmark office achieved, which also shows a slight increase in performance. In 2018 our performance has slightly increased compared to 2017 since we are maintaining our position below our high benchmark, but we are still meeting the goal of being above our low benchmark. Both our benchmarks had comparable performance in 2018 compared to last year 2017, so Canton's improvement is directly related to the slight increase in permit issuance in 2018. See CY2018 versus CY2017 comparison for additional discussion on performance.

Summary of Final Issued Permits for CY2018 Compared to CY2017

	Final Issued Permits*		Comparison
	Canton CY2017	Canton CY2018	% difference from 2017-2018
TVPTI-Initial Installation	2	4	+100%
TVPTI-Ch31 Modification	2	0	-100%
FEPTIO-Initial Installation	0	0	n/a
FEPTIO-Ch31 Modification	1	0	-100%
NTVPTIO-Initial Installation	4	9	+125%
NTVPTIO-Ch31 Modification	3	0	-100%
Total NSR Category Permits	12	13	+8%
TVPTO-renewal	1	7	+600%
FEPTIO-renewal	1	1	0%
NTVPTIO-renewal	9	6	-33%
Total Renewals	11	14	+27%
TVPTI - Admin Modification	12	12	0%
TVPTO-APA/MPM/SPM	2	1	-50%
TVPTO-Initial	0	1	+100%
FEPTIO-Admin Modification	0	1	+100%
NTVPTIO-Admin Modification	2	0	-100%
Total Other Permits	16	15	-6%
Total PBRs	15	17	13%
GRAND TOTAL	54	59	9%

*Value of both final issued permits and canceled permits (permits no longer needed) combined.

Canton Total Final Issued Permits (past 8 years)								
CY2011	CY2012	CY2013	CY2014	CY2015	CY2016	CY2017	CY2018	Average
72	72	53	69	86	112	54	59	72

- CY2018 versus CY2017 Comparison:* Our performance has improved by 9% in comparison to our 2017 level, which was among the lowest performing years since data has been tracked (see 8 year summary table above). This year is still among the lower performing years in the past 8 years, and also below our average performance of 72 issued permits, even though it is an improvement over last year. The lower performance is primarily due our focus being on difficult and time consuming renewal permits (Title V, FEPTIO). However, we did issue the highest number of TVPTO renewals in a single year! The lower performance can also be contributed to changes to Permitting and Compliance (P&C) group staffing levels in late 2018. In early 2018, APC Engineer (FCE inspector) Greg Clark retired. Greg's inspection workload was then added to the workload of the existing 5 permit writing staff (Carl Safreed, Ron Jones, Ed Pabin, Sam Norman, and David Hampton), causing them to spend less time on permit writing. Staffing changes will continue in 2019. David Hampton, APC Engineer, who works in the P&C group as a permit writer, will resign in early 2019, which will cause his workload to go to new hires that require training. Despite the staffing changes in 2019, the goal is to complete all the backlog permits remaining and to improve our performance.

Canton City Public Health

December Report 2018 (Meeting 01/28/2019)

VITAL STATISTICS

Certificates Issued	DEC 2018	2018 YTD	2017 YTD
Death Certificates Issued	516	6,881	6,492
Birth Certificates Issued	608	9,280	9,723

*Births Total Residents & Nonresidents	DEC 2018	2018 YTD	2018 YTD
Births	340	4,265	
Unmarried Parent Births	183	2,124	50%
Births to Mothers aged 14 and under	-	2	0%
Births to Mothers aged 15 - 17	6	70	2%
Births to Mothers aged 18 - 19	13	222	5%
Births to Mothers aged 20 - 24	90	1,018	24%
Births to Mothers aged 25 - 29	120	1,422	33%
Births to Mothers aged 30 - 34	64	1,068	25%
Births to Mothers aged 35 - 39	38	384	9%
Births to Mothers aged 40 - 44	8	69	2%
Births to Mothers aged 45 and over	1	10	0

Deaths in Canton City	DEC 2018	2018 YTD	YTD Male	TYD Female
Total	150	1,837	52%	48%
Deaths aged 0 - 9	-	15	73%	27%
Deaths aged 10 - 19	1	9	67%	33%
Deaths aged 20 - 29	1	34	85%	15%
Deaths aged 30 - 39	4	46	52%	48%
Deaths aged 40 - 49	10	75	55%	45%
Deaths aged 50 - 59	17	191	52%	48%
Deaths aged 60 - 69	31	373	64%	36%
Deaths aged 70 -79	37	431	53%	47%
Deaths aged 80 and over	49	663	43%	57%

Based on the number of births and deaths registered for the month of December 2018.

Canton City Public Health Vital Statistics Birth and Death Certificates Issued

	Birth	Death	
2014	9,553	6,678	16,231
2015	9,411	6,653	16,064
2016	9,649	6,667	16,316
2017	9,723	6,492	16,215
2018	9,280	6,881	16,161
	47,616	33,371	80,987

****Started collecting data in July 2014 for online, telephone and mail orders.**

Online Orders			
	Birth	Death	
2014	327	28	355
2015	840	49	889
2016	1,047	93	1,140
2017	966	78	1,044
2018	416	26	442
	3,596	274	3,870

Telephone Orders			
	Birth	Death	
2014	203	14	217
2015	559	70	629
2016	449	90	539
2017	493	173	666
2018	856	224	1,080
	2,560	571	3,131

11/13/2017 - 6/11/2018 (7 Months)

Online order system down

Mail In Orders			
	Birth	Death	
2014	414	108	522
2015	675	199	874
2016	699	290	989
2017	771	298	1,069
2018	642	227	869
	3,201	1,122	4,323

Walk In Orders			
	Birth	Death	
2014	8,609	6,528	15,137
2015	7,337	6,335	13,672
2016	7,454	6,194	13,648
2017	7,493	5,943	13,436
2018	7,366	6,404	13,770
	38,259	31,404	69,663

Copies for Veterans			
	Birth	Death	
2014	23	99	122
2015	35	107	142
2016	17	122	139
2017	21	106	127
2018	7	86	93
	103	520	623

Replaced Copies			
	Birth	Death	
2014	54	48	102
2015	75	24	99
2016	93	27	120
2017	95	22	117
2018	100	28	128
	417	149	566

Replaced because new information on certificate or never received copy in the mail.

City of Canton
Statement Of Cash Position

Report Date: 12/31/2018

Fund	Beginning Balance	M-T-D Revenues	Y-T-D Revenues	M-T-D Expenses	Y-T-D Expenses	Unexpended Balance	Outstanding Encumbrances	Ending Balance
Fund Category: 1 - Governmental Funds								
Fund Type: 12 - Special Revenue Funds								
2312 - V.D. - I03 Gonorrhea (VD)	\$150,153.12	\$0.00	\$21,999.11	\$5,730.91	\$26,740.71	\$145,411.52	\$3,446.58	\$141,964.94
2313 - Local Health Dept Prev Support	\$214,129.06	\$16,121.53	\$68,919.38	\$1,861.52	\$51,101.57	\$231,946.87	(\$127.41)	\$232,074.28
2314 - Family Health (476)	\$2,161,606.47	\$40,692.53	\$1,039,040.86	\$83,845.31	\$2,996,891.10	\$203,756.23	\$79,885.50	\$123,870.73
2315 - HTLV Antibody (Aids)	\$5,572.32	\$0.00	\$0.00	\$0.00	\$1,936.47	\$3,635.85	\$260.00	\$3,375.85
2316 - WIC Supplemental Health - FY 77	\$348,725.92	\$100,232.33	\$1,353,756.75	\$123,641.31	\$1,324,673.69	\$377,808.98	\$61,775.90	\$316,033.08
2317 - Local Health Assess & Accred Fnd	\$1,784.46	\$0.00	\$15,138.24	\$203.41	\$13,456.40	\$3,466.30	\$0.00	\$3,466.30
2318 - Local Aids Prevention	\$375,355.68	\$1,071.50	\$294,241.64	\$69,848.31	\$336,363.36	\$333,233.96	\$17,571.78	\$315,662.18
2319 - Aids Home Health Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2320 - Nursing Clinic Activity Fund	\$394,653.58	\$17,882.42	\$167,475.86	\$18,896.58	\$131,331.26	\$430,798.18	\$6,401.97	\$424,396.21
2321 - Immunization Action Grant	\$87,783.17	\$2,077.00	\$112,794.52	\$10,876.15	\$128,090.54	\$72,487.15	\$24,129.75	\$48,357.40
2322 - Dental Sealant 132T Grant	\$124,143.54	\$6,522.00	\$52,695.00	\$10,268.07	\$78,519.16	\$98,319.38	\$6,586.64	\$91,732.74
2323 - Personal Responsibility Ed Pr Fd	\$55,231.00	\$14,500.00	\$174,000.00	\$16,777.41	\$142,575.62	\$86,655.38	\$802.05	\$85,853.33
2324 - STD Seroprevalence Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2325 - Ohio Early Start	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2326 - Healthy Start	\$6,234.31	\$0.00	\$0.00	\$0.00	\$0.00	\$6,234.31	\$0.00	\$6,234.31
2327 - Lead Assessment Fund	\$21,710.53	\$0.00	\$4,397.75	\$327.18	\$1,812.53	\$24,295.75	\$215.35	\$24,080.40
2328 - Public Health Infrastructure	\$42,547.38	\$11,400.23	\$108,954.26	\$10,262.71	\$95,956.47	\$55,545.17	\$0.00	\$55,545.17
2329 - Smoke Free Ohio	\$19,207.41	\$0.00	\$3,183.33	\$81.27	\$244.49	\$22,146.25	\$0.00	\$22,146.25
2331 - Air Pollution (134)	\$650,449.35	\$171,418.00	\$738,885.85	\$98,030.52	\$809,067.90	\$580,267.30	\$29,421.78	\$550,845.52
2332 - Air Pollution (I35)	\$1,217.66	\$0.00	\$40,813.00	\$0.00	\$0.00	\$42,030.66	\$0.00	\$42,030.66
2335 - EARLY HEAD START	\$9,224.84	\$2,082.92	\$12,163.74	\$2,442.56	\$5,012.80	\$16,375.78	\$820.92	\$15,554.86
2351 - Food Service (055)	\$114,941.66	\$4,724.67	\$272,357.96	\$24,021.29	\$216,013.01	\$171,286.61	\$0.00	\$171,286.61
2352 - Private Water Supply	\$336.50	\$0.00	\$0.00	\$0.00	\$0.00	\$336.50	\$0.00	\$336.50
2353 - Swimming Pool	\$34,819.90	\$0.00	\$5,715.00	\$547.73	\$5,715.16	\$34,819.74	\$0.00	\$34,819.74
2354 - Solid Waste Disposal License	\$148,293.49	\$9,707.72	\$122,321.09	\$13,024.17	\$92,528.05	\$178,086.53	\$6,305.41	\$171,781.12
2355 - Infectious Waste Registration	\$5,172.40	\$0.00	\$0.00	\$0.00	\$4,757.07	\$415.33	\$0.00	\$415.33

City of Canton
Statement Of Cash Position

Report Date: 12/31/2018

Fund	Beginning Balance	M-T-D Revenues	Y-T-D Revenues	M-T-D Expenses	Y-T-D Expenses	Unexpended Balance	Outstanding Encumbrances	Ending Balance
2356 - Tattoo Parlors	\$16,303.51	\$160.00	\$1,120.00	\$67.29	\$194.23	\$17,229.28	\$0.00	\$17,229.28
Fund Type 12 - Special Revenue Funds Subtotal:	\$4,989,597.26	\$398,592.85	\$4,609,973.34	\$490,753.70	\$6,462,981.59	\$3,136,589.01	\$237,496.22	\$2,899,092.79
Fund Category 1 - Governmental Funds Subtotal:	\$4,989,597.26	\$398,592.85	\$4,609,973.34	\$490,753.70	\$6,462,981.59	\$3,136,589.01	\$237,496.22	\$2,899,092.79
Grand Total:	\$4,989,597.26	\$398,592.85	\$4,609,973.34	\$490,753.70	\$6,462,981.59	\$3,136,589.01	\$237,496.22	\$2,899,092.79

City of Canton
Budget by Fund Category Report
 12/31/2018

Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
1 - Governmental Funds									
Revenue									
52 - Licenses and permits	\$237,400.00	\$0.00	\$237,400.00	\$4,884.67	\$0.00	\$306,292.96	(\$68,892.96)	129%	\$326,873.25
53 - Intergovernmental revenue	\$3,417,336.00	\$0.00	\$3,417,336.00	\$357,476.54	\$0.00	\$4,016,472.78	(\$599,136.78)	118%	\$4,926,434.07
54 - Charges for services	\$261,700.00	\$1,323,512.00	\$1,585,212.00	\$35,160.14	\$0.00	\$277,318.71	\$1,307,893.29	17%	\$234,276.56
56 - Other misc revenue	\$0.00	\$0.00	\$0.00	\$1,071.50	\$0.00	\$9,888.89	(\$9,888.89)	+++	\$3,314.37
83 - Transfer in - from other fund	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0%	\$40,000.00
84 - Advance in - from other fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$15,000.00
Revenue Totals	\$3,956,436.00	\$1,323,512.00	\$5,279,948.00	\$398,592.85	\$0.00	\$4,609,973.34	\$669,974.66	87%	\$5,545,898.25
Expense									
61 - Salary and benefits	\$1,891,435.00	(\$2,477.12)	\$1,888,957.88	\$131,396.10	\$0.00	\$1,780,560.48	\$108,397.40	94%	\$1,808,697.67
62 - Payroll fringes	\$861,623.00	\$13,293.12	\$874,916.12	\$181,562.28	\$0.00	\$820,940.13	\$53,975.99	94%	\$808,667.40
70 - Services	\$2,071,457.00	\$1,942,443.19	\$4,013,900.19	\$128,226.78	\$165,431.16	\$3,604,024.35	\$244,444.68	94%	\$1,628,280.67
71 - Utilities	\$6,220.00	\$2,610.83	\$8,830.83	\$678.03	\$2,526.98	\$6,112.10	\$191.75	98%	\$6,915.20
73 - Supplies	\$252,961.00	\$71,240.24	\$324,201.24	\$43,448.73	\$65,460.50	\$165,439.89	\$93,300.85	71%	\$194,171.01
74 - Refunds, claims and reimbursements	\$16,137.00	\$2,072.17	\$18,209.17	\$534.54	\$172.46	\$16,911.33	\$1,125.38	94%	\$14,640.27
75 - Capital Outlay	\$23,200.00	(\$1,789.61)	\$21,410.39	\$1,204.18	\$143.00	\$11,546.57	\$9,720.82	55%	\$26,528.15
77 - Other	\$65,850.00	\$11,223.44	\$77,073.44	\$3,703.06	\$3,762.12	\$57,446.74	\$15,864.58	79%	\$50,576.34
Revenue Totals:	\$3,956,436.00	\$1,323,512.00	\$5,279,948.00	\$398,592.85	\$0.00	\$4,609,973.34	\$669,974.66	87%	\$5,545,898.25
Expenditure Totals:	\$5,188,883.00	\$2,038,616.26	\$7,227,499.26	\$490,753.70	\$237,496.22	\$6,462,981.59	\$527,021.45	93%	\$4,538,476.71
1 - Governmental Funds Net Totals:	(\$1,232,447.00)	(\$715,104.26)	(\$1,947,551.26)	(\$92,160.85)	(\$237,496.22)	(\$1,853,008.25)	\$142,953.21		\$1,007,421.54
Revenue Grand Totals:	\$3,956,436.00	\$1,323,512.00	\$5,279,948.00	\$398,592.85	\$0.00	\$4,609,973.34	\$669,974.66	87%	\$5,545,898.25
Expenditure Grand Totals:	\$5,188,883.00	\$2,038,616.26	\$7,227,499.26	\$490,753.70	\$237,496.22	\$6,462,981.59	\$527,021.45	93%	\$4,538,476.71
Grand Totals:	(\$1,232,447.00)	(\$715,104.26)	(\$1,947,551.26)	(\$92,160.85)	(\$237,496.22)	(\$1,853,008.25)	\$142,953.21		\$1,007,421.54



Budget by Account Classification Report

Through 12/31/18
 Prior Fiscal Year Activity Included
 Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1001 - General Operating									
REVENUE									
Licenses and permits	.00	.00	.00	.00	.00	.00	.00	+++	.00
Intergovernmental revenue	25,000.00	.00	25,000.00	.00	.00	24,967.14	32.86	100	19,920.38
Charges for services	447,100.00	.00	447,100.00	34,384.00	.00	445,594.70	1,505.30	100	446,940.70
Fines and forfeitures	.00	.00	.00	.00	.00	50.00	(50.00)	+++	.00
Other misc revenue	6,200.00	.00	6,200.00	5,181.98	.00	6,565.51	(365.51)	106	11,500.63
REVENUE TOTALS	\$478,300.00	\$0.00	\$478,300.00	\$39,565.98	\$0.00	\$477,177.35	\$1,122.65	100%	\$478,361.71
EXPENSE									
Salary and benefits	1,008,739.00	(5,975.00)	1,002,764.00	73,620.11	.00	933,007.96	69,756.04	93	946,615.07
Payroll fringes	459,214.00	5,975.00	465,189.00	41,406.21	.00	442,859.75	22,329.25	95	424,876.96
Services	117,493.00	16,816.81	134,309.81	7,519.04	19,013.90	104,372.07	10,923.84	92	99,405.25
Utilities	42,900.00	4,199.96	47,099.96	2,162.45	8,612.79	38,086.37	400.80	99	35,119.81
Inter-departmental charges	2,009.00	.00	2,009.00	.00	.00	2,009.00	.00	100	2,009.00
Supplies	68,100.00	17,431.73	85,531.73	13,898.36	6,099.66	60,781.60	18,650.47	78	56,512.29
Refunds, claims and reimbursements	274,050.00	(18,096.00)	255,954.00	26.00	41,012.50	214,291.02	650.48	100	265,715.46
Capital Outlay	.00	6,295.44	6,295.44	.00	.00	6,295.44	.00	100	.00
Other	10,747.00	2,499.45	13,246.45	175.00	179.55	9,475.43	3,591.47	73	10,619.94
Advance out - due to other fund	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	15,000.00
EXPENSE TOTALS	\$2,033,252.00	\$29,147.39	\$2,062,399.39	\$138,807.17	\$74,918.40	\$1,811,178.64	\$176,302.35	91%	\$1,855,873.78
Fund 1001 - General Operating Totals									
REVENUE TOTALS	478,300.00	.00	478,300.00	39,565.98	.00	477,177.35	1,122.65	100%	478,361.71
EXPENSE TOTALS	2,033,252.00	29,147.39	2,062,399.39	138,807.17	74,918.40	1,811,178.64	176,302.35	91%	1,855,873.78
Fund 1001 - General Operating Totals	(\$1,554,952.00)	(\$29,147.39)	(\$1,584,099.39)	(\$99,241.19)	(\$74,918.40)	(\$1,334,001.29)	(\$175,179.70)		(\$1,377,512.07)
Grand Totals									
REVENUE TOTALS	478,300.00	.00	478,300.00	39,565.98	.00	477,177.35	1,122.65	100%	478,361.71
EXPENSE TOTALS	2,033,252.00	29,147.39	2,062,399.39	138,807.17	74,918.40	1,811,178.64	176,302.35	91%	1,855,873.78
Grand Totals	(\$1,554,952.00)	(\$29,147.39)	(\$1,584,099.39)	(\$99,241.19)	(\$74,918.40)	(\$1,334,001.29)	(\$175,179.70)		(\$1,377,512.07)

Accreditation Updates

We have received further guidance from our Accreditation Specialist at PHAB. She has done a "completeness review" of our submitted documentation. Based on that review we had to provide additional work on about 55 of the 327 total documents submitted. Most of the issues were minor; things like a missing date or authentication on a document. A few required additional explanations. We are now down to about 9 measures that will need some type of additional documentation. We have scheduled a meeting with the Accreditation Domain Leaders on Tuesday the 22nd to knock out those final documents. Next step, scheduling a site visit!

Board of Health Training

The Board is reminded that they are required to have at least two hours of continuing education training each year in the following program areas. The Board of Health tab on the department webpage has additional details.

- Ethics
- Public Health Principles
- Member Responsibilities

Building Updates

There are several building updates.

- A new entry door has been installed between the WIC waiting room and clinic areas. This door has a window in it so that staff can observe the area before opening the door. This upgrade was recommended by the staff safety committee.
- Painting/Chair Rails in the Nursing and WIC Waiting areas. This is budgeted and will be scheduled to be completed in the next month.
- Repair floor and carpet areas in Nursing clinic, waiting, and office areas. This is budgeted and is waiting to be scheduled. Anticipated that work will start on these areas in February.
- Front Entry Door – A new powered entry door has been ordered for the front entrance.
 - Future plans (based on the availability of funds) - Painting updates in other staff areas and hallways.

Welcome to New Staff

Welcome to our new staff at Canton City Public Health!

- Allision Black, Staff Nurse
- Dea Most, WIC Dietitian
- Rachael Bowen, WIC Peer Breastfeeding Support
- Elonda Williams, THRIVE Navigator
- Pam Gibbs, Health Services Coordinator (Pam is not new here, but congratulations on her recent promotion!)

Staffing Updates

- After this meeting, there are no open positions.

"The time is always ripe to do right."

Martin Luther King, Jr.

Canton City Public Health

December 2018 Report (Meeting 01/28/19)

QUALITY IMPROVEMENT

On a quarterly basis, the Quality Improvement Committee provides a written update to the Board of Health as to the progress of QI Plan goals and objectives and completed QI project outcomes per the 2018-2020 QI Plan 800-015-P approved on 09/19/2018.

PROGRESS OF QI PLAN GOALS AND OBJECTIVES:

- *QI Goals with deadlines within 4th quarter 2018 (10/01/2018-12/31/2018):*
 - Make final selection of training that better follows Lean concepts to use as Introductory QI training by 12/31/2018:
 - The QIC group reviewed the options and selected the same introductory training is the best option out of what is available. Goal complete as of 10/16/2018.
 - The QIC to solicit all staff to consider submission of a QI project idea(s) by 10/31/2018:
 - This was completed as part of the 10/24/2018 all-staff meeting Quality Improvement presentation. Goal complete.
 - QIC to provide annual hands-on QI tool training/demonstration during all-staff meeting in 2018.
 - This was completed as part of the 10/24/2018 all-staff meeting Quality Improvement presentation in which all staff were instructed to complete the hands-on “pig exercise” to demonstrate the standardization of work QI tool. Goal complete.
 - Purchase and/or make QI supplies cart and implement its use by 12/31/2018:
 - EH has agreed to build a supplies cart out of recyclable materials from the Recycle Center to minimize costs. EH has started work on this and plans to complete by end of January.
 - Goal deadline extended to 01/31/2019.
 - Finalize QIPT PDCA implementation structure guides and resources (QI tool trainings, etc) for QIPT meetings due 12/30/2018:
 - The developed outline summarizing the structure was used for the QI projects conducted in 2017. Since the QI projects are still underway, the outline is still under evaluation to determine if any revisions are still needed. Assignments made to complete this, and some progress has been made, but more time is needed to complete.
 - The training documents available from LeanOhio were revised to fit CCPH needs. These training documents were used during QI projects conducted in 2017. Since the QI projects are still underway, the training documents are still under evaluation to determine if any revisions are still needed. Assignments made to complete this, and some progress has been made, but more time is needed to complete.
 - Goal deadline extended to 03/31/2019.
 - Develop and implement the initial Performance Management (PM) System by 10/31/2018
 - A Performance Management policy to describe the PM system, spreadsheet, and responsibilities was completed and approved on 11/07/2018.

- PM System training for the Board of Health members occurred on 10/22/2018 and for all-staff occurred on 10/24/2018.
 - Goal complete.
- Complete the 2017 Phone Routing QI Project final steps and document by 12/31/2018.
- The Phone QI project team conducted their final planning meeting on 09/29/17 in which the improvement strategies and plan were developed. The last of the improvement were finally implemented in June 2018. The improvement data was collected the week of 10/01/2018-10/05/2018 and the received calls data was received on 10/10/2018. All data was compiled and analyzed on 10/12/18. The final QI project meeting to review the data and wrap-up the project occurred on 10/12/18. The data shows calls improved for divisions, but worsened for VS, which indicated suboptimization occurred. The Project team decided to “adapt” the project since further improvement is needed, especially to the auto-attendant. Project Complete.
 - The worksheet project documentation was completed 11/05/2018, but the remaining project documentation (worksheet, graphical display summary, narrative, website, etc.) still needs completed to complete this goal.
 - Goal deadline extended to 03/31/2019.
- Complete the 2017 Immunization Clinics QI Project final steps and document by 12/31/2018.
- The Immunization Clinic QI project team developed the improvement strategies and plan in November 2017 and presented to the process owner, Diane Thompson, who made the final improvement selections in December 2017. The final improvement selections were implemented in January 2018. The additional data collection event to determine other improvements has been conducted over several months and completed on 06/11/2018. The improvement data was collected on 10/01/2018 and 10/15/2018. All data was compiled and analyzed on 10/17/2018 and 10/18/2018. The final QI project meeting to review the data and wrap-up the project occurred on 10/18/18. The team agreed the data showed some improvement, and overall the clinic runs more smoothly. The team decided to “adopt” the change and conclude the project. Project Complete.
 - The remaining project documentation (worksheet, graphical display summary, narrative, website, etc.) still needs completed to complete this goal.
 - Goal deadline extended to 03/31/2019.

COMPLETED QI PROJECTS:

The two 2017 QI Projects were completed during the 4th quarter 2018. See a brief summary above. A more complete narrative summary will be provided in a future report.



December 2018 Travel

Travel (NO expenses)

Name	Meeting description	Location	Date of meeting
Jones, Ron	2018 DAPC Annual Workshop	Columbus	12/05/2018
Masters, Colton	OEHA Director Meeting	Twinsburg	12/06/2018
Masters, Colton	NEOEHA Planning Conference	Akron	12/07/2018
Masters, Colton	OEHA State Meeting	Columbus	12/20/2018
McConnell, Patty	NECO PH Planning Meeting	Rootstown	12/06/2018
McConnell, Patty	OEHA Planning Meeting	Akron	12/07/2018
Miller, Rick	Quarterly Food Service Round Table - ODH/ODA	Medina	12/13/2018
Sobczak, Nathan	2018 DAPC Annual Workshop	Columbus	12/05/2018

Travel (WITH expenses)

Name	Meeting description	Location	Date of meeting	Fund and account
Archer, Amanda	Infant Mortality Summit 2018	Cincinnati	12/10-12/13/2018	2314 301001 77240
Boley, Jessica	Infant Mortality Summit 2018	Cincinnati	12/10-12/13/2018	2314 301001 77240
Marinchick, Calsandra	Infant Mortality Summit 2018	Cincinnati	12/10-12/13/2018	2314 301001 77240
Thompson, Diane	OPHA Public Health Nursing Conference	Columbus	12/12-12/14/2018	1001 301001 77240