



Board of Health Meeting
Monday, January 28, 2019 @ 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, January 28, 2019 at 12:01 PM with a quorum present.

Dr. Hickman, Mr. Wyatt, Dr. Lakritz, Ms. Lucas and Mayor Bernabei were present. Also present were Dr. Elias, James Adams, Christi Allen and Robert Knight.

Approve December 17, 2018 Board of Health Meeting Minutes

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the December 17, 2018 Board of Health meeting minutes. Motion passed unanimously.

Approve January 8, 2019 Special Board of Health Meeting Minutes

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the January 8, 2019 special Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$168,080.90

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the list of bills totaling \$168,080.90. Motion passed unanimously.

Election of Board of Health Officers

Mr. Wyatt moved and Ms. Lucas seconded a motion to elect Dr. Hickman as President Pro-Tem and Dr. Fiorentino as Vice-President of the Board of Health. Motion passed unanimously.

Executive Session to Discuss the Compensation of a Public Employee

Mr. Wyatt moved and Ms. Lucas seconded a motion to add executive session to the agenda and to enter executive session to discuss the compensation of a public employee. A roll call to vote was taken:

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

Motion passed unanimously. The Board entered executive session at 12:05 PM. The Board returned from executive session at 12:17 PM.

Approve Personnel

a. Approve Vacation Credit and Sick Time Balance from Previous Employment for Dea Most, WIC Dietitian (R5)

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve Dea Most's additional 5 years of service credit to be added in accordance with Canton City Health Code Section 207.18 (h) so that her adjusted start date will be December 31, 2013 for vacation purposes only and for 229.24 hours to be added to her sick time balance in accordance with Canton City Health Code Section 207.18 (h). Motion passed unanimously.

b. Appointment of APC Engineer (R6)

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve the temporary appointment of Nathan Sobczak to full-time APC Engineer (R6) at \$46,758.00 with a half step increase after a satisfactory 90-day probationary period to \$47,858.00 with a start date of January 28, 2019 to come out of the APC fund (2331). This appointment is contingent upon concurrence of the Canton Civil Service Commission. Motion passed unanimously.

c. Appointment of Linkage to Care Specialist (PT5)

Mr. Wyatt moved and Dr. Lakritz seconded a motion to appoint Joshua Williams as the Linkage to Care Specialist (PT5) at \$22.27 an hour with a half step increase after a satisfactory 90-day probationary period to \$22.73 an hour with a start date to be determined to come out of the HIV fund (2318) with a second choice of Stacy Lorkowski at \$22.27 an hour and a third choice of David McCartney at \$22.27 an hour. Motion passed unanimously.

d. Personnel Action for WIC Peer Helper, Rachel Bowen

Mr. Wyatt moved and Dr. Lakritz seconded a motion to terminate Rachel Bowen, WIC Peer Helper (PT13), as of January 28, 2019 for neglect of duty pursuant to the Canton City Health Code section 207.11 (e). Motion passed unanimously.

Approve Recommendations of the Hearing Officer for January 28, 2019

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the recommendations of the hearing officer for the January 28, 2019 hearings. Motion passed unanimously.

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

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve an agreement with LaToya Dickens to provide nurse practitioner services on an 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. The motion passed with Dr. Hickman, Mr. Wyatt and Dr. Lakritz voting in favor, and Ms. Lucas abstaining for reasons of conflict of interest.

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)

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve the FY19 HIV grant agreement to award Planned Parenthood of Greater Stark County for \$25,00.00 for the period from January 1, 2019 through December 31, 2019. Motion passed unanimously.

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

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve an agreement with Hologic to provide laboratory equipment and equipment service for the period from May 2, 2019 through May 1, 2019 in exchange for an exclusive supply purchasing relation. Motion passed unanimously.

Dr. Lakritz directed Christina Henning to ask the vendor about extending the agreement to five years.

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.

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve an agreement with 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 December 31, 2019. Motion passed unanimously.

Dr. Lakritz requested that a letter of thanks be drafted for the Board of Health to sign at the next meeting.

Approve Agreement with SCF Development, Ltd. For Lease of Office Space at 400 Market Ave N, 4th Floor, Canton, Ohio 44702 for the THRIVE Offices for the Period of February 1, 2019 through January 31, 2020 at an Amount not to Exceed \$25,560.00

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an agreement with SCF Development, Ltd. for lease of office space at 400 Market Ave N, 4th Floor, Canton, Ohio 44702 for the THRIVE offices for the period of February 1, 2019 through January 31, 2020 at an amount not to exceed \$25,560.00. Motion passed unanimously.

Approve Agreement with Linwood Acres for Infant Mortality Services and Service Outreach

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve an agreement with Linwood Acres to receive \$50,000.00 for infant mortality services and service outreach. Motion passed unanimously.

Approve Resolutions

a. 2019-01: Authorizing Payment of Regular Expenses

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve Resolution 2019-01 authorizing the payment of regular expenses. Motion passed unanimously.

b. 2019-02: Periodic Program-Related Travel Expenses

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve Resolution 2019-02 authorizing periodic program-related travel expenses. Motion passed unanimously.

c. 2019-03: Abatement of Public Nuisances

Mr. Wyatt moved and Dr. Lakritz seconded a motion approving Resolution 2019-03 authorizing the abatement of public health nuisances. Motion passed unanimously.

d. 2019-04: Rescinding Various Sections of Health Code

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the first reading of Resolution 2019-04 rescinding various sections of the health code. Motion passed unanimously.

e. 2019-05: Amend Section 207.10 of the Health Code

This resolution was withdrawn from consideration.

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

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the above travel. Motion passed unanimously.

Acceptance of Division Reports

- a. Medical Director – Dr. Elias

- b. Nursing/WIC – Diane Thompson reported that the clinic show-rate is consistent with previous years. She also reported that the division has scheduled a Hepatitis A immunization clinic at Refuge of Hope, in response to a statewide Hepatitis A outbreak.

Laura Roach reported the WIC is posting messages to the department's website and Facebook page to let the public know how the shutdown is affecting the program.

- c. Laboratory – Nothing additional to report.

- d. OPHI/Surveillance – Nothing additional to report.

- e. THRIVE – Nothing additional to report.

- f. Environmental Health – Annmarie Butusov reported to the board that the Environmental Health and Air Pollution Control divisions have recently decluttered their shared areas. She also reported that the EH division is conducting regular 1-on-1 staff meetings that seem to be helpful.

Additionally, Ms. Butusov reported that the division recently updated their food service policies to be more in-line with state code. James Adams added that this means temporary operations must now register at least ten days before opening, or they will pay a 25% late fee, and that temporary operations must be associated with some type of larger event.

Ms. Butusov continued to report that the division is taking over the Beautify A Neighborhood (BAN) program from the Street Department and that they've applied for a grant to purchase safety vests and litter-pickers.

- g. Air Pollution Control – Terri Dzienis reported that the divisions monitoring program has exceeded the required data capture rate and that the permitting program goals are up from last year. She said that the division issued the highest number of Title V permits since the program started at the department.

- h. Vital Statistics – Nothing additional to report.

- i. Fiscal Officer – Nothing additional to report.

- j. Health Commissioner – Nothing additional to report.

- k. Accreditation – Robert Knight reported that the department is nearly finished with resubmitting documents that were opened by the PHAB specialist during the completeness review and that a list of potential site visitors has been provided to the department to review for possible conflicts of interest.

- l. Quality Improvement – Nothing additional to report.

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

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Other Business

No other business was discussed.

Announcement of Next Meeting: Monday, February 25, 2019 at 12:00 PM

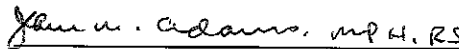
The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, February 25, 2019 at 12:00 PM.

Adjourn

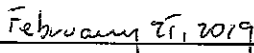
Mr. Wyatt moved and Dr. Lakritz seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:09 PM.



President of the Board of Health



Secretary to the Board of Health



Date of Approval