



Public Health
Prevent. Promote. Protect.
Canton City Public Health

Board of Health Meeting
Monday, October 24, 2022 @ 12:00 PM – Goldsmith Room
Minutes

Call to Order and Roll Call

Mayor Bernabei called to order the regular meeting of the Board of Health of Canton City Public Health (CCPH) on Monday, October 24, 2022 at 12:03 PM with a quorum present.

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

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

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

Approve October 24, 2022 Board of Health Meeting Agenda

a. Add item # 8 (c) “Approve Resolution 2022-09: Combine Air Pollution Control Funds 2331 and 2332” to the agenda

Mr. Wyatt moved, and Dr. Johns seconded a motion to approve the October 24, 2022 Board of Health meeting agenda with the above addition.

Motion carried unanimously.

Approve September 19, 2022 Board of Health Meeting Minutes

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

Motion carried unanimously.

Approve List of Bills - \$493,612.87

Mr. Wyatt moved and Dr. Hickman seconded a motion to approve the list of bills totaling \$493,612.87. A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Personnel

a. Probationary Period Ending for Nicholas Maio, APC Engineering Technician I (R5), Retroactive to October 3, 2022

Mr. Wyatt moved, and Mrs. Lucas seconded a motion to approve the probationary period ending for Nicholas Maio, APC Engineering Technician I (R5), retroactive to October 3, 2022 with a pay raise of \$1,169.00 and a new annual salary of \$46,785.00. A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

b. Resignation of Nathan Moyer, APC Engineering Technician I (R5), Effective September 22, 2022

Mr. Wyatt moved, and Dr. Johns seconded a motion to approve the resignation of Nathan Moyer, APC Technician I (R5), effective September 22, 2022. A roll call vote was taken:

Page (2)

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

c. Resignation of Nicole Spencer, WIC Clinic Assistant (PT2), Effective October 10, 2022

Mrs. Lucas moved, and Dr. Lakritz seconded a motion to approve the resignation of Nicole Spencer, WIC Clinic Assistant (PT2), effective October 10, 2022. A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

d. Resignation of Alexandra Dunn, Staff Nurse II (R5), Effective October 11, 2022

Dr. Hickman moved, and Dr. Johns seconded a motion to approve the resignation of Alexandra Dunn, Staff Nurse II (R5), effective October 11, 2022. A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

e. Appointment of EH Public Health Technician (PT1)

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

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

f. Vacation Carry Over from 2022 to 2023

Dr. Lakritz moved, and Dr. Johns seconded a motion to approve the following employee to carryover vacation days from 2022 to 2023 per section 207.18 (e) of the Canton Health Code: Christina Henning – 5 days (40 hrs). A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

g. Update EH Position Classification Schedule

Dr. Hickman moved, and Dr. Johns seconded a motion to approve the updated EH Position Classification Schedule to add a part-time Environmental Health Specialist in Training (Health Inspector I) (PT4) and a full-time EH Public Health Technician (R1). A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

h. New Job Description for Part-Time Environmental Health Specialist in Training (Health Inspector I) (PT4)

Dr. Lakritz moved, and Dr. Hickman seconded a motion to approve the new part-time Environmental Health Specialist in Training (Health Inspector I) (PT4) job description as presented. A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

i. New Job Description for Full-Time EH Public Health Technician (R1)

Mrs. Lucas moved and Mr. Wyatt seconded a motion to approve the new full-time EH Public Health Technician (R1) job description as presented. A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Recommendations of the Hearing Officer for October 24, 2022

Mr. Wyatt moved, and Dr. Lakritz seconded a motion to approve the recommendations of the Hearing Officer for October 24, 2022. A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Resolutions

a. 2022-07: Wage and Salary Corrections for 2022

Dr. Lakritz requested that the Board enter executive session to discuss agenda item 8.a.

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

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously. The meeting entered executive session at 12:21 PM.

Mr. Wyatt moved, and Dr. Hickman seconded a motion to exit executive session and return to regular session. Motion carried unanimously. The meeting returned to regular session at 12:43 PM.

Mr. Wyatt moved, and Dr. Johns seconded a motion to approve the amended version of Resolution 2022-07, approving payroll adjustments for certain Health Department employees. A roll call vote was taken:

Page (4)

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

b. 2022-08: Abatement of Public Health Nuisances

Mr. Wyatt moved and Mrs. Lucas seconded a motion to approve Resolution 2022-08, authorizing the certification of the Auditor of Stark County of costs and expenses for the purification and abatement of public health nuisances from July 1, 2022 to September 30, 2022. A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

c. 2022-09 – Combine Air Pollution Control funds 2331 and 2332

Dr. Hickman moved, and Dr. Johns seconded a motion to approve Resolution 2022-09, combining funds 2331 and 2332 (Air Pollution Control). A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Travel Authorization

a. Samantha Yost, APC Monitoring & Inspection Technician, for Travel from 10/31/2022 to 11/04/2022, Asbestos Contractor/Supervisor Initial Training in Eastlake, Ohio at a Cost not to Exceed \$1,514.54, APC Fund (2331)

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

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Contract Addendum for THRIVE Rent with a Change of Lessor from SCF Development, Ltd. To Telma Investments, LLC for a Period of February 1, 2021 through January 31, 2023 with a Monthly Cost of \$1,526.03

Dr. Johns moved and Dr. Lakritz seconded a motion to approve a contract addendum for THRIVE rent with a change of lessor from SCF Development, Ltd. to Telma Investments, LLC for a period of February 1, 2021 through January 31, 2023 with a monthly cost of \$1,526.03 (no change from previous lessor).

Mayor Bernabei asked Jim Adams if he had the lease change to present to the Board. Mr. Adams informed the Board that he did not yet have the lease change in hand. Mayor Bernabei suggested that this agenda item be tabled until the lease change can be presented. The item was tabled.

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Recycle Center Management Agreement with the City of Canton and the Stark-Tuscarawas-Wayne Joint Solid Waste Management District for a period of January 1, 2023 to December 31, 2023 with Automatic Renewals for Two (2) Additional One-Year Terms. Grant is guaranteed in the amount of \$92,500.00 annually with a potential \$2,500.00 additional mini grant. Approve grant for a Total of \$95,000.00.

Dr. Lakritz moved and Dr. Johns seconded a motion to approve the Recycle Center Management agreement with the City of Canton and the Stark-Tuscarawas-Wayne Joint Solid Waste Management District for a period of January 1, 2023 to December 31, 2023 with automatic renewals for two (2) additional one-year terms. Grant is guaranteed in the amount of \$92,500.00 annually with a potential \$2,500.00 additional mini grant. Approve grant for a total of \$95,000.00. A roll call vote was taken:

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Agreement with Suni Moon, Journey Studios for \$550.00 to Create Congenital Syphilis Marketing Tools for a Period of August 1, 2022 through December 31, 2022 (STI Prevention Grant)

Mr. Wyatt moved and Dr. Johns seconded a motion to approve an agreement with Suni Moon, Journey Studios for \$550.00 to create congenital syphilis marketing tools for a period of August 1, 2022 through December 31, 2022 (STI Prevention Grant).

Dr. Lakritz expressed concern over a potential lack of return on investment due to the abundance of educational materials on congenital syphilis already available to the public. Diane Thompson explained that not all of the information available is appropriate for the Canton population. Ms. Thompson added that she feels that the work that the Health Department is doing with Suni Moon is very important. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Lakritz – Abstained

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Acceptance of Division Reports

- a. **Nursing/WIC** – The Health Department will continue to use Nationwide building for COVID vaccine clinics at least through December 2022.
- b. **Laboratory** – Nothing additional
- c. **OPHII/Surveillance** – Nothing additional.
- d. **Air Pollution Control** – Nothing additional.
- e. **Equity Report** – Serena Draper Hendershot informed the Board that the Racial and Health Equity Assessment results were provided to staff at the All-Staff Meeting in September and that the results will also be made available to Board of Health members.

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

Board of Health Minutes
October 24, 2022

Page (6)

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

Dr. Lakritz – Yes Mrs. Lucas – Yes

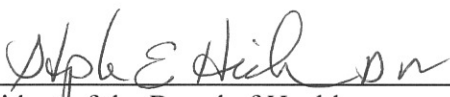
Motion carried unanimously.

Announcement of Next Meeting: Monday, November 28, 2022 at 12:00 PM

The next regular meeting of the Board of Health of Canton City Public Health will be Monday, November 28, 2022 at 12:00PM.

Adjourn

Dr. Hickman moved, and Mr. Wyatt seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:06 PM.



President of the Board of Health



Secretary to the Board of Health

November 21, 2022
Date of Approval