



## Board of Health of the Canton City Health Department

Regular Meeting  
Monday, February 24, 2014  
@ 12:00pm



**Public Health**  
Prevent. Promote. Protect.

### MEETING MINUTES

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#### **Call to Order and Roll Call**

Dr. Hickman called to order the regular meeting of the Board of Health of the Canton City Health Department on Monday, February 24, 2014 at 12:06pm with a quorum present.

Terri Dzienis introduced the new APC Engineer David Hampton to the Board of Health.

Dr. Hickman, Miss Snell, Dr. Fiorentino and Dr. Dr. Lakritz were present. Also present was Jim Adams, Dr. Mader and Christi Allen. Mr. Schott is no longer on the Board of Health.

#### **Approval of Minutes of Meeting Held January 27, 2014**

#### **Approval of Minutes of Special Meeting Held February 10, 2014**

Ms. Snell moved and Dr. Fiorentino seconded a motion to approve the minutes of the regular meeting held January 27, 2014 and the special meeting held February 10, 2014. Motion passed unanimously.

#### **Election of Board of Health Officers**

Ms. Snell moved and Dr. Lakritz seconded a motion to have Dr. Fiorentino as the Board of Health Vice-President. Motion passed unanimously.

Dr. Lakritz moved and Ms. Snell seconded a motion to have Dr. Hickman as the Board of Health President Pro-Tem. Motion passed unanimously.

#### **Approval of List of Bills Totaling \$278,292.21**

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$278,292.21. Motion passed unanimously.

#### **Consideration of Executive Session**

Dr. Lakritz moved and Ms. Snell seconded a motion to go into executive session to discuss compensation of a public employee or official. A role call vote was taken:

Dr. Hickman – Yes      Ms. Snell – Yes      Dr. Fiorentino – Yes      Dr. Lakritz – Yes  
Motion passed unanimously. The Board went into executive session at 12:19am.

Ms. Snell moved and Dr. Lakritz seconded a motion to come out of executive session. A role call vote was taken:

Dr. Hickman – Yes      Ms. Snell – Yes      Dr. Fiorentino – Yes      Dr. Lakritz – Yes  
Motion passed unanimously. The Board came out of executive session at 12:43pm.

#### **Personnel**

Ms. Snell moved and Dr. Fiorentino seconded a motion to approve the completion of Gus Dria's probationary period effective January 27, 2014, bringing his salary to \$62,587.00. Motion passed unanimously.

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the hiring of a seasonal part-time employee for Vital Statistics for March 3, 2014 through March 14, 2014. Motion passed unanimously.

**Consideration of Approval of Recommendations of the Hearing Officer for Hearings Held on February 24, 2014.**

Mark Adams presented a couple changes to the Board in regards to the hearings. Ms. Snell moved and Dr. Fiorentino seconded a motion to approve the amended hearings held on February 24, 2014. Motion passed unanimously.

**Consideration of Approval of FY14 PHEP Grant to Receive an Additional \$32,823 in Grant Funds for a Total of \$266,598 and also Approve Supplemental Awards for Stark County**

Dr. Lakritz moved and Ms. Snell seconded a motion to approve the 2014 Public Health Emergency Preparedness (PHEP) grant to receive additional \$32,823 in grant funds for a total of \$266,598 and also approve the supplemental awards for Stark County. Motion passed unanimously.

**Reconsideration of Approval of the Following Resolutions:**

The below resolutions were approved at the January 27, 2014 Board of Health meeting. With Ernest Schott no longer being on the Board, these resolutions needed re-approved at this Board meeting. Dr. Lakritz moved and Dr. Fiorentino seconded a motion to re-approve the below six resolutions. Motion passed unanimously.

- 1) Consideration of Resolution 2014-01 Hours Worked, Compensatory Time and Overtime Pay
- 2) Consideration of Resolution 2014-02 Clarification of Wage and Salary Schedule
- 3) Consideration of Resolution 2014-03 Public Records
- 4) Consideration of Resolution 2014-04 Auditor Certification – Abatement of Public Nuisances
- 5) Consideration of Resolution 2014-05 Authorizing Payment of Regular Expenses
- 6) Consideration of Resolution 2014-06 for Periodic Program-Related Travel Expenses

**Consideration of Approval of Out of District Travel**

Ms. Snell moved and Dr. Fiorentino seconded a motion to approve the following out of district travel. Motion passed unanimously.

- a) Request approval for Joy Dougan, Staff Nurse II, for travel on 3/17/14 & 3/18/14 for a HIV Couples Testing Counseling Training in Columbus, Ohio at a cost not to exceed \$248.12 (2318)
- b) Request approval for Dana Hale, Staff Nurse III, for travel on 3/6/14 & 3/7/14 for a PREP Refresher Course in Columbus, Ohio at a cost not to exceed \$199.83 (2323)
- c) Request approval for Frank Catrone, Staff Nurse II, for travel on 3/6/14 & 3/7/14 for a PREP Refresher Course in Columbus, Ohio at a cost not to exceed \$199.83 (2323)
- d) Request approval for Molly Malloy, Staff Nurse II, for travel on 3/6/14 & 3/7/14 for a PREP Refresher Course in Columbus, Ohio at a cost not to exceed \$199.83 (2323)
- e) Request approval for Kimberly Koons, WIC Dietitian III, for travel on 4/14/14 - 4/17/14 for an Advanced Clinical Concepts in Lactation in Columbus, Ohio at a cost not to exceed \$602.50 (2316)

- f) Request approval for Kimberly Koons, WIC Dietitian III, for travel on 6/9/14 & 6/10/14 for WIC Statewide Breastfeeding Meeting in Columbus, Ohio at a cost not to exceed \$229.50 (2316)
- g) Request approval for Karen Myers, Staff Sanitarian III, for travel on 3/18/14 & 3/20/14 for Midwest Workshop in Environmental Health in Columbus, Ohio at a cost not to exceed \$112.00 (1001)
- h) Request approval for Rick Miller, Staff Sanitarian III, for travel on 3/18/14 & 3/19/14 for Midwest Workshop 2014 in Columbus, Ohio at a cost not to exceed \$282.00 (1001)
- i) Request approval for Rick Miller, Staff Sanitarian III, for travel on 4/10/14 for Lead Risk Assessor Refresher Training in Athens, Ohio at a cost not to exceed \$142.50 (2327)
- j) Request approval for James Adams, Health Commissioner and Dr. Anju Mader, Medical Director for travel on 3/6/14 & 3/7/14 for FIMR training in Columbus, Ohio at a cost not to exceed \$70.00 each (1001)
- k) Request approval for Jennifer Roberts, Breastfeeding Coordinator, for travel on 3/14/14 & 3/15/14 for Annual Breastfest Conference in Dublin, Ohio at a cost not to exceed \$406.74 (1001)

**Acceptance of Division Reports**

- a. Medical Director – Dr. Mader had no report.
- b. Nursing/WIC – By October 2014, Nursing will have implemented a Practice Manager System.
- c. Laboratory – No additional comments.
- d. OPHI/Surveillance – No additional comments.
- e. Environmental Health – No additional comments.
- f. Air Pollution Control – No additional comments.
- g. Vital Statistics – No additional comments.
- h. Fiscal – No additional comments.
- i. Health Commissioner – Jim Adams and Dr. Mader will be on the Ron Ponder radio show on Wednesday, February 26, 2014 to discuss the infant mortality study.

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

**Other Business**

There was no other business.

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

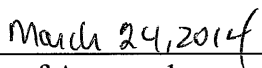
The next regular scheduled meeting of the Board of Health of the Canton City Health Department will be on Monday, March 24, 2014 at 12:00pm at the Canton City Health Department.

**Adjourn**

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

  
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President of the Board of Health

  
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Secretary to the Board of Health

  
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Date of Approval