

BOARD OF HEALTH



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Monday, February 25, 2019
@ 12:00pm



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting

Monday, February 25, 2019 @ 12:00pm – Board Room

Agenda

1. Call to Order and Roll Call
2. Executive Session to Discuss the Compensation of a Public Employee
3. Approve January 28, 2019 Board of Health Meeting Minutes
4. Approve List of Bills: \$150,757.52
5. Approve Personnel:
 - a. Probationary Period Ending for Jessica Boley, Epidemiologist I, Retroactive to 12/30/2018
 - b. Air Pollution Control Engineer (R6) Job Description
 - c. Air Pollution Control Director (R8) Job Description
 - d. Updated Air Pollution Control Position Classification Schedule
 - e. Appointment of Pamela Johnson-Gibbs to Permanent Health Services Coordinator/DIS and LTC Supervisor (R6) Effective February 25, 2019
 - f. Appointment of Full-Time Air Pollution Control Engineering Technician I (R5)
 - g. Appointment of Part-Time WIC Peer Helper(s) (PT13)
 - h. Appointment of Full-Time Early Intervention Specialist (EIS) Navigator (R5)
 - i. Resignation of Brianna Rante, Disease Intervention Specialist (R5), Effective March 5, 2019
 - j. Resignation of Ashanti Parker, Public Health Clerk I, Effective March 22, 2019
6. Approve Recommendations of the Hearing Officer for February 25, 2019
7. Approve 2019 Agreement to Receive \$35,000.00 from the Stark-Tuscarawas-Wayne Joint Solid Waste Management District Health Department for Solid Waste Inspections for the Period of January 1, 2019 through December 31, 2019
8. Approve 2019 Agreement to Receive \$2,500.00 from the Stark-Tuscarawas-Wayne Joint Solid Waste Management District for the Tire Drop-Off Cleanup/Host Community Grant for the Period of January 1, 2019 through December 31, 2019
9. Approve Purchase Request for Florida State University for a Healthy Baby 3-Day Workshop for the Training Fee (\$22,500.00) and for Curriculum Books (\$12,230.00) for a Total of \$34,730.00 (Paid from FY18 United Way Grant)
10. Approve Resolutions:
 - a. 2019-04 Rescind Various Sections of the Health Code, Second Reading.
 - b. 2019-05 Amend Section 207.10 of the Canton City Health Code – Compensatory Time.
 - c. 2019-07 Doing Business as Canton City Public Health.
 - d. 2019-08 Rescind Section 207.26 of the Canton City Health Code – Mandatory Retirement.
11. Approve Travel Authorization
 - a. Dawn Miller, THRIVE Project Manager, for Travel from 04/22/2019 to 04/27/2019, Communities Joined in Action 2019 National Conference in Seattle, WA at a Cost not to Exceed \$2,790.75 (Up to \$2,244.50 for Hotel, Air Fare and Registration - paid directly and up to \$546.25 - Reimbursement to Employee) THRIVE Fund – 2314.
 - b. Linda Morckel, APC Monitoring & Inspections Supervisor, for Travel from 04/14/2019 to 04/15/2019, LADCO Regional Air Quality Meeting in Rosemont, IL at a Cost not to Exceed \$661.00 (Up to \$480.00 for hotel and air fare – paid directly and up to \$181.00 – reimbursement to employee) APC Fund - 2331

Board of Health Agenda
Monday, February 25, 2019
Page (2)

- c. Jaclyn Hupp, APC Monitoring & Inspections Technician, for Travel from 04/14/2019 to 04/15/2019, LADCO Regional Air Quality Meeting in Rosemont, IL at a cost not to exceed \$645.00 (Up to \$480.00 for hotel and air fare – paid directly and up to \$165.00 – reimbursement to employee) APC Fund - 2331
- d. Jennifer Hayden, Breastfeeding Coordinator, for Travel from 03/15/2019 to 03/16/2019, OLCA's 27th Annual Breastfest Conference in Columbus, OH at a Cost not to Exceed \$483.83 (WIC Fund 2316)

12. 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

13. Other Business

14. Next Meeting: Monday, March 25, 2019 at 12:00pm

15. Adjournment



Public Health
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Canton City Public Health

Board of Health Meeting
Monday, January 29, 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 and Ms. Lucas 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.

Board of Health Minutes

January 28, 2019

Page (2)

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 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

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.

Board of Health Minutes

January 28, 2019

Page (3)

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.

Board of Health Minutes

January 28, 2019

Page (4)

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.

Board of Health Minutes

January 28, 2019

Page (5)

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

DRAFT



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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	9823088836	Monthly Hot Spot Fee, 2019	Paid by Check # 644532		01/26/2019	02/18/2019	02/13/2019		02/13/2019	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											
34563 - RICHARD L DEAN	T.Ricosky Indige	Indigent Cremation, Terri Ricosky DOD: 01/13/19	Edit		01/24/2019	02/18/2019	02/18/2019			495.00	
34563 - RICHARD L DEAN	E.Friday Indigen	Indigent Cremation, Edward FridayDOD: 01/09/2019	Edit		01/24/2019	02/18/2019	02/18/2019			495.00	
51568 - THE KARCHER GROUP INC	37117	Website and Domain Name Fees for 2019	Edit		01/18/2019	02/20/2019	02/18/2019			350.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 3	<u>\$1,340.00</u>
Account 705.13 - Professional Services Building Maintenance											
27986 - R & G JANITORIAL, INC.	3065	Snow Plow on Parking Lot at 5th/Cherry, as needed in 2019	Edit		01/31/2019	02/18/2019	02/18/2019			450.00	
27986 - R & G JANITORIAL, INC.	3066	Snow Plow Around Building and Emp. Parking Lot	Edit		01/31/2019	02/18/2019	02/18/2019			675.00	
									Account 705.13 - Professional Services Building Maintenance Totals	Invoice Transactions 2	<u>\$1,125.00</u>
Account 705.14 - Professional Services Maintenance Contracts											
493 - COPECO INC	21AR849308	Copier Maintenance on 5 Copiers	Edit		02/04/2019	02/13/2019	02/13/2019			1,763.59	
27986 - R & G JANITORIAL, INC.	3063	Cleaning of Health Department Offices	Edit		01/31/2019	02/13/2019	02/13/2019			2,000.00	
39134 - RICOH USA INC	5055804953	Maintenance for MCP3503 copier machine, 2019	Edit		02/01/2019	03/03/2019	02/15/2019			166.81	
									Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 3	<u>\$3,930.40</u>
Account 706.18 - Contract Service Car Wash											
1597 - RED CARPET CAR WASH	GF Jan19	Cleaning of Health Dept Vehicles, as needed in 2019	Edit		01/31/2019	02/18/2019	02/18/2019			46.75	
									Account 706.18 - Contract Service Car Wash Totals	Invoice Transactions 1	<u>\$46.75</u>
Account 734.10 - Supplies Postage											
34429 - US POSTAL SERVICE	12-18 VS/TH	Postage for VS/ADMIN, as needed in 2018	Paid by Check # 644191		01/08/2019	01/25/2019	* 02/06/2019		02/06/2019	120.78	
									Account 734.10 - Supplies Postage Totals	Invoice Transactions 1	<u>\$120.78</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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 747.14 - Refunds, Claims and Reimbursements Reimbursements											
1364 - OHIO DIVISION OF REAL ESTATE	Jan19 Burial Per	Burial Permits Reimbursement to the State for 2019	Edit		02/13/2019	02/13/2019	02/13/2019			417.50	
									Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals	Invoice Transactions 1	<u>417.50</u>
Account 776.13 - Membership dues & Fees Membership Dues and Fees											
51235 - COURTNEY GROSSMAN	19 Sant. License	Reimbursement for Sanitarian License	Open		02/15/2019	02/15/2019	02/15/2019			93.50	
									Account 776.13 - Membership dues & Fees Membership Dues and Fees Totals	Invoice Transactions 1	<u>93.50</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 13	<u>\$7,114.10</u>
Department 303001 - Nurses											
Account 705.06 - Professional Services Other Professional Services											
51158 - JON ELIAS M.D.	Jan19 Med. Svs.	Medical Director Services for 2019	Paid by Check # 644216		02/01/2019	02/01/2019	02/07/2019		02/07/2019	1,000.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$1,000.00</u>
Account 706.15 - Contract Service Environmental Control Service											
304 - BUGS-BEE-GONE EXTERMINATING	2018 Services	Exterminating services for clinical areas, as needed in 2018	Edit		01/31/2019	02/18/2019	* 02/18/2019			240.00	
									Account 706.15 - Contract Service Environmental Control Service Totals	Invoice Transactions 1	<u>\$240.00</u>
Account 713.13 - Utilities Telephone											
177 - AT&T	3304547664 01	Service for 2nd Fax Line in Nursing, 2019	Paid by Check # 643854		01/16/2019	02/05/2019	01/31/2019		01/31/2019	40.07	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$40.07</u>
Account 734.58 - Supplies Miscellaneous Supplies											
52408 - PRO1TEK	19-01-10117	Sharps Containers, SWAP Program	Paid by Check # 644184		01/21/2019	01/25/2019	* 02/06/2019		02/06/2019	19.59	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$19.59</u>
									Department 303001 - Nurses Totals	Invoice Transactions 4	<u>\$1,299.66</u>
Department 304001 - Lab											
Account 705.06 - Professional Services Other Professional Services											
35693 - CANTON PATHOLOGY ASSOCIATES	Oct-Dec18	2018 Laboratory Director Services	Paid by Check # 644148		01/11/2019	01/25/2019	* 02/06/2019		02/06/2019	1,500.00	
51563 - STERICYCLE	1008899300	Infectious Waste Disposal - LAB	Edit		01/31/2019	02/18/2019	02/18/2019			87.16	
34284 - REAM & HAAGER LABORATORY	4320509, 4320510	4321149, 4320509, 4320510, 4321149, 4321513, 4321512, 4321511	Edit		01/23/2019	02/19/2019	02/19/2019			366.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 3	<u>\$1,953.16</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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 734.58 - Supplies Miscellaneous Supplies											
7835 - FISHER HEALTH CARE	6414847, 5990338	Laboratory Supplies, as needed in 2019	Edit		01/24/2019	02/19/2019	02/19/2019			731.41	
								Account 734.58 - Supplies Miscellaneous Supplies Totals		Invoice Transactions 1	<u>\$731.41</u>
								Department 304001 - Lab Totals		Invoice Transactions 4	<u>\$2,684.57</u>
Department 307001 - Environmental Health Administration											
Account 734.11 - Supplies Miscellaneous Office Supplies											
43051 - SYNCB/AMAZON	Jan19 EH Supply	Supplies for EH - Office, Misc and Computer Supplies	Edit		02/10/2019	02/20/2019	02/20/2019			29.77	
								Account 734.11 - Supplies Miscellaneous Office Supplies Totals		Invoice Transactions 1	<u>\$29.77</u>
Account 734.58 - Supplies Miscellaneous Supplies											
43051 - SYNCB/AMAZON	Jan19 EH Supply	Supplies for EH - Office, Misc and Computer Supplies	Edit		02/10/2019	02/20/2019	02/20/2019			43.77	
								Account 734.58 - Supplies Miscellaneous Supplies Totals		Invoice Transactions 1	<u>\$43.77</u>
								Department 307001 - Environmental Health Administration Totals		Invoice Transactions 2	<u>\$73.54</u>
								Fund 1001 - General Operating Totals		Invoice Transactions 23	<u>\$11,171.87</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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										
186 - AULTMAN HOSPITAL	FTA's 22-23	099915682-9683	Paid by Check # 644265		12/31/2018	01/30/2019	* 02/08/2019		02/08/2019	29.50
52334 - LEXISNEXIS RISK DATA MANAGEMENT INC	1672320- 20190131	Database Services for 2019	Edit		01/31/2019	03/03/2019	02/13/2019			180.00
186 - AULTMAN HOSPITAL	2019-01	099915682-9693	Edit		01/31/2019	02/18/2019	02/18/2019			14.75
Account 705.06 - Professional Services Other Professional Services Totals								Invoice Transactions	3	<u>\$224.25</u>
Account 706.36 - Contract Service Health Contract Grant Expend										
1109 - MAHONING CO.HEALTH DEPT.	Dec18 STD Grant	Remaining FY18 STD Grant Reimbursement	Paid by Check # 644172		01/08/2019	01/25/2019	* 02/06/2019		02/06/2019	710.66
Account 706.36 - Contract Service Health Contract Grant Expend Totals								Invoice Transactions	1	<u>\$710.66</u>
Account 713.13 - Utilities Telephone										
51874 - VERIZON WIRELESS	9822906676	Cell phone service for DIS for 2019	Paid by Check # 644532		01/23/2019	02/15/2019	02/13/2019		02/13/2019	51.85
Account 713.13 - Utilities Telephone Totals								Invoice Transactions	1	<u>\$51.85</u>
Department 301001 - Health - Administration Totals								Invoice Transactions	5	<u>\$986.76</u>
Fund 2312 - V.D. - I03 Gonorhea (VD) Totals								Invoice Transactions	5	<u>\$986.76</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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										
51874 - VERIZON WIRELESS	9822915372	Surface 3 Service for DIS/HIV Cord., for 2019	Paid by Check # 644532		01/23/2019	02/15/2019	02/13/2019		02/13/2019	80.34
177 - AT&T	9359406406	Dedicated Internet Line in 2019	Edit		02/19/2019	02/19/2019	02/19/2019			276.00
							Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 2		<u>\$356.34</u>
Account 705.06 - Professional Services Other Professional Services										
50079 - INSYNC HEALTHCARE SOLUTIONS, LLC	961627	Electronic Medical Record System Fees, 2019	Edit		02/01/2019	03/03/2019	02/13/2019			94.00
							Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1		<u>\$94.00</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions 3		<u>\$450.34</u>
							Fund 2313 - Local Health Dept Prev Support Totals	Invoice Transactions 3		<u>\$450.34</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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											
50073 - TIME WARNER CABLE	312559704020519	Internet Access for THRIVE Offices	Paid by Check # 644702		02/05/2019	02/24/2019	02/15/2019		02/15/2019	76.09	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>76.09</u>
Account 705.06 - Professional Services Other Professional Services											
4168 - KENT STATE UNIVERSITY	416371-22	Comprehensive Evaluation of Stark County	Edit		02/07/2019	02/13/2019	02/13/2019			4,013.99	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>4,013.99</u>
Account 705.14 - Professional Services Maintenance Contracts											
22899 - GRAPHIC ENTERPRISES	AR844047	Copier/Printer Maintenance Contract 2019, THRIVE	Edit		01/15/2019	02/18/2019	02/18/2019			95.00	
									Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 1	<u>95.00</u>
Account 706.01 - Contract Service Contract Service - 2314 THRIVE											
2762 - STARK METRO HOUSING AUTHORITY	2018 Payments	2018 THRIVE Payment Outcomes	Paid by Check # 644529		01/30/2019	01/31/2019	* 02/13/2019		02/13/2019	495.00	
51325 - ACCESS HEALTH STARK COUNTY	2018 Payments	2018 THRIVE Payment Outcomes	Paid by Check # 644381		01/30/2019	02/01/2019	* 02/12/2019		02/12/2019	1,215.00	
51326 - ALLIANCE FAMILY HEALTH CENTER INC	2018 Payments	2018 THRIVE Payment Outcomes	Paid by Check # 644384		01/30/2019	02/01/2019	* 02/12/2019		02/12/2019	1,000.00	
51326 - ALLIANCE FAMILY HEALTH CENTER INC	FY18 Payments	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 644384		01/30/2019	02/01/2019	* 02/12/2019		02/12/2019	750.00	
51120 - COMMQUEST SERVICES INC	FY18 Payments	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 644403		01/30/2019	02/01/2019	* 02/12/2019		02/12/2019	905.00	
51644 - MY COMMUNITY HEALTH CENTER	FY18 Payments	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 644517		01/31/2019	02/01/2019	* 02/13/2019		02/13/2019	430.00	
1800 - STARK COUNTY HEALTH DEPARTMENT	2018 Payments	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 644528		01/30/2019	02/01/2019	* 02/13/2019		02/13/2019	1,075.00	
1800 - STARK COUNTY HEALTH DEPARTMENT	FY18 Payments	2018 THRIVE Payment Outcomes	Paid by Check # 644528		01/30/2019	02/01/2019	* 02/13/2019		02/13/2019	505.00	
38982 - YWCA OF CANTON	2018 Payments	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 644593		01/30/2019	02/01/2019	* 02/14/2019		02/14/2019	1,150.00	
51325 - ACCESS HEALTH STARK COUNTY	Feb Outcome Pay	THRIVE Payment Points Outcome Payment	Edit		02/12/2019	02/15/2019	02/15/2019			4,705.00	
51326 - ALLIANCE FAMILY HEALTH CENTER INC	Feb Outcome Pay	THRIVE Payment Points Outcome Payment	Edit		02/12/2019	02/15/2019	02/15/2019			3,185.00	



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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 706.01 - Contract Service Contract Service - 2314 THRIVE										
1800 - STARK COUNTY HEALTH DEPARTMENT	Feb Outcome Pay	THRIVE Payment Points Outcome Payment	Edit		02/12/2019	02/15/2019	02/15/2019			70.00
51328 - STARK COUNTY JOB AND FAMILY SERVICES	Feb Outcome Pay	THRIVE Payment Points Outcome Payment	Edit		02/12/2019	02/15/2019	02/15/2019			1,075.00
2762 - STARK METRO HOUSING AUTHORITY	Feb Outcome Pay	THRIVE Payment Points Outcome Payments	Edit		02/12/2019	02/15/2019	02/15/2019			1,085.00
25530 - STARK SOCIAL WORKERS NETWORK	Payment Outcomes	THRIVE Payment Point Outcomes	Edit		02/12/2019	02/15/2019	02/15/2019			210.00
38982 - YWCA OF CANTON	Feb Outcome Pay	THRIVE Payment Point Outcome	Edit		02/12/2019	02/15/2019	02/15/2019			150.00
							Account 706.01 - Contract Service Contract Service - 2314 THRIVE Totals		Invoice Transactions 16	\$18,005.00
Account 713.13 - Utilities Telephone										
51874 - VERIZON WIRELESS	9823485067	Monthly Account & Line Access for THRIVE Office Phones	Open		02/03/2019	02/23/2019	02/15/2019			133.10
							Account 713.13 - Utilities Telephone Totals		Invoice Transactions 1	\$133.10
Account 734.11 - Supplies Miscellaneous Office Supplies										
43051 - SYNCB/AMAZON	Jan19 THRIVE	60457 8781 027661 4	Edit		02/10/2019	02/20/2019	02/20/2019			12.99
							Account 734.11 - Supplies Miscellaneous Office Supplies Totals		Invoice Transactions 1	\$12.99
Account 734.13 - Supplies Freight										
52424 - EVENFLO COMPANY INC	2549589	Car Seats for THRIVE Program	Edit		01/29/2019	02/18/2019	* 02/18/2019			804.37
							Account 734.13 - Supplies Freight Totals		Invoice Transactions 1	\$804.37
Account 734.58 - Supplies Miscellaneous Supplies										
43051 - SYNCB/AMAZON	THRIVE Books	60457 8781 027661 4	Paid by Check		01/10/2019	01/29/2019	* 02/04/2019		02/04/2019	7,143.16
52442 - BULK BOOKSTORE	B2078469	Baby books for THRIVE Program	Edit		12/04/2018	02/15/2019	* 02/15/2019			5,129.00
52424 - EVENFLO COMPANY INC	2549589	Car Seats for THRIVE Program	Edit		01/29/2019	02/18/2019	* 02/18/2019			10,017.00
							Account 734.58 - Supplies Miscellaneous Supplies Totals		Invoice Transactions 3	\$22,289.16
Account 772.40 - Travel Meals, Lodging, Plane, etc.										
51350 - MARTIN LUTHER KING JR COMMISSION	Annual Breakfast	Event tickets and Advertising	Edit		02/20/2019	02/20/2019	02/20/2019			320.00
							Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals		Invoice Transactions 1	\$320.00



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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 772.60 - Travel Local Mtg/Display Accom/Supplies											
42459 - MARC'S	087403	Food and various supplies for THRIVE Meetings/Events	Edit		01/22/2019	02/18/2019	02/18/2019			24.42	
									Account 772.60 - Travel Local Mtg/Display Accom/Supplies Totals	Invoice Transactions 1	<u>\$24.42</u>
Account 773.43 - Lease and Rental Payments Other Rentals											
6286 - STARK COMMUNITY FOUNDATION	4000219	Office Space Rental for THRIVE Offices	Paid by Check # 644371		01/18/2019	01/30/2019	02/11/2019		02/11/2019	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 28	<u>\$47,904.12</u>
									Fund 2314 - Family Health (476) Totals	Invoice Transactions 28	<u>\$47,904.12</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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											
50073 - TIME WARNER CABLE	327438801021019	Internet fees for WIC Program	Paid by Check # 644702		02/10/2019	03/01/2019	* 02/15/2019		02/15/2019	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	Jan19 WIC Reimb	FY19 WIC Program Expenses	Edit		02/13/2019	02/13/2019	* 02/13/2019			4,637.75	
85 - ALLIANCE CITY HEALTH DEPT	Jan18 WIC Reimb	WIC Program Reimbursement	Edit		02/13/2019	02/13/2019	02/13/2019			6,051.73	
1121 - MASSILLON CITY HEALTH DEPT	Jan19 WIC Reimb.	WIC Program Reimbursement	Edit		02/13/2019	02/13/2019	02/13/2019			10,247.75	
1800 - STARK COUNTY HEALTH DEPARTMENT	Jan18 WIC Reimb.	WIC Program Reimbursement	Edit		02/05/2019	02/13/2019	02/13/2019			32,345.59	
									Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions 4	<u>\$53,282.82</u>
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9822880562	WIC Peer Helper Cell Phones	Paid by Check # 644532		01/23/2019	02/15/2019	* 02/13/2019		02/13/2019	54.99	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$54.99</u>
Account 734.10 - Supplies Postage											
34429 - US POSTAL SERVICE	12-18 WIC	Postage Costs for WIC Program, as needed	Paid by Check # 644193		01/08/2019	01/25/2019	* 02/06/2019		02/06/2019	53.62	
									Account 734.10 - Supplies Postage Totals	Invoice Transactions 1	<u>\$53.62</u>
Account 734.11 - Supplies Miscellaneous Office Supplies											
43051 - SYNCB/AMAZON	WIC Dec18 Suppl	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	* 02/04/2019		02/04/2019	220.96	
43051 - SYNCB/AMAZON	Jan19 WIC Supply	60457 8781 127661 4	Edit		02/10/2019	02/20/2019	* 02/20/2019			61.39	
									Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 2	<u>\$282.35</u>
Account 734.13 - Supplies Freight											
43051 - SYNCB/AMAZON	WIC Dec18 Suppl	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	* 02/04/2019		02/04/2019	7.97	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 1	<u>\$7.97</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 10	<u>\$53,806.74</u>
									Fund 2316 - WIC Supplemental Health - FY 77 Totals	Invoice Transactions 10	<u>\$53,806.74</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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 706.36 - Contract Service Health Contract Grant Expend										
1109 - MAHONING CO.HEALTH DEPT.	Dec18 STD Reimb.	FY18 HIV Grant Reimbursement	Paid by Check # 644172		01/08/2019	01/25/2019	* 02/06/2019		02/06/2019	58.09
1109 - MAHONING CO.HEALTH DEPT.	Dec19 HIV Grant	FY18 HIV Grant Reimbursement	Paid by Check # 644172		01/08/2019	01/25/2019	* 02/06/2019		02/06/2019	6,305.36
85 - ALLIANCE CITY HEALTH DEPT	Jan19 HIV Reimb.	HIV Grant Reimbursement	Edit		02/01/2019	02/13/2019	02/13/2019			625.55
38878 - NEW PHILADELPHIA CITY HEALTH DEPARTMENT	Jan19 HIV Reimb	HIV Grant Reimbursement	Edit		01/31/2019	02/13/2019	02/13/2019			943.80
							Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions 4		<u>\$7,932.80</u>
Account 734.13 - Supplies Freight										
52408 - PRO1TEK	19-01-10117	Sharps Containers, SWAP Program	Paid by Check # 644184		01/21/2019	01/25/2019	* 02/06/2019		02/06/2019	72.00
43051 - SYNCB/AMAZON	HIV Supplies 18	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	* 02/04/2019		02/04/2019	28.19
							Account 734.13 - Supplies Freight Totals	Invoice Transactions 2		<u>\$100.19</u>
Account 734.15 - Supplies Computer Software(up to \$999.99)										
9789 - DELL MARKETING L.P.	10296667141	New Computer for LTC Employee	Edit		02/06/2019	03/08/2019	02/20/2019			256.63
							Account 734.15 - Supplies Computer Software(up to \$999.99) Totals	Invoice Transactions 1		<u>\$256.63</u>
Account 734.58 - Supplies Miscellaneous Supplies										
52408 - PRO1TEK	19-01-10117	Sharps Containers, SWAP Program	Paid by Check # 644184		01/21/2019	01/25/2019	* 02/06/2019		02/06/2019	1,180.41
43051 - SYNCB/AMAZON	HIV Supplies 18	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	* 02/04/2019		02/04/2019	86.62
							Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 2		<u>\$1,267.03</u>
Account 772.60 - Travel Local Mtg/Display Accom/Supplies										
42561 - JEANNIES CATERING	1/16/19 RAG Mtg	Meal Services for RAG Meetings, as needed in 2019	Edit		01/16/2019	02/18/2019	02/18/2019			214.52
							Account 772.60 - Travel Local Mtg/Display Accom/Supplies Totals	Invoice Transactions 1		<u>\$214.52</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions 10		<u>\$9,771.17</u>
							Fund 2318 - Local Aids Prevention Totals	Invoice Transactions 10		<u>\$9,771.17</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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 773.43 - Lease and Rental Payments Other Rentals											
6732 - STARK COUNTY PARK DISTRICT	20190128026	Clubhouse Rental, Sippo Lake for Nursing Retreat, 05/22/2019	Edit		01/28/2019	02/18/2019	02/18/2019			80.00	
								Account 773.43 - Lease and Rental Payments Other Rentals Totals		Invoice Transactions 1	<u>\$80.00</u>
								Department 303001 - Nurses Totals		Invoice Transactions 1	<u>\$80.00</u>
Department 303002 - Travel Clinic											
Account 734.58 - Supplies Miscellaneous Supplies											
16175 - GLAXOSMITHKLINE PHARM	8252684901	Private Vaccines/Travel	Paid by Check # 644158		01/09/2019	02/09/2019	02/06/2019		02/06/2019	1,037.50	
16175 - GLAXOSMITHKLINE PHARM	8252702866	Clinic Supplies	Edit		01/30/2019	03/02/2019	* 02/13/2019			2,595.30	
24836 - MCKESSON MEDICAL - SURGICAL	45447817,	45447293, 45456281	Edit		01/22/2019	02/18/2019	02/18/2019			288.84	
								Account 734.58 - Supplies Miscellaneous Supplies Totals		Invoice Transactions 3	<u>\$3,921.64</u>
								Department 303002 - Travel Clinic Totals		Invoice Transactions 3	<u>\$3,921.64</u>
								Fund 2320 - Nursing Clinic Activity Fund Totals		Invoice Transactions 4	<u>\$4,001.64</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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										
1800 - STARK COUNTY HEALTH DEPARTMENT	Jan19 GV Reimb.	Get Vaccinated FY19 Grant Reimbursement	Edit		02/05/2019	02/13/2019	* 02/13/2019			3,640.00
							Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions	1	<u>\$3,640.00</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions	1	<u>\$3,640.00</u>
							Fund 2321 - Immunization Action Grant Totals	Invoice Transactions	1	<u>\$3,640.00</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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											
20238 - MEREDITH ROBESON, D.D.S	Jan19 Dental Svs	Dentist Services for 2019	Paid by Check # 643910		01/18/2019	01/25/2019	01/31/2019		01/31/2019	200.00	
40279 - ALISON GIAMMARCO	Jan19 Dental	Dental Hygiensist Services for 2019	Paid by Check # 643983		01/29/2019	01/30/2019	02/01/2019		02/01/2019	969.91	
38676 - ANNA MAYLE	Jan19 Dental	Dental Hygiensist Services for 2019	Paid by Check # 644756		02/04/2019	02/01/2019	02/20/2019		02/20/2019	402.06	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 3	<u>\$1,571.97</u>
Account 734.13 - Supplies Freight											
9242 - HENRY SCHEIN INC.	60859028	Sental Supplies, as needed for 2019	Edit		01/04/2019	02/03/2019	02/18/2019			10.23	
9242 - HENRY SCHEIN INC.	60977850	Shipping for Warranty Repair	Edit		01/07/2019	02/06/2019	02/18/2019			15.59	
5752 - PLAK SMACKER	CD60359492	Sental Supplies, as needed for 2019	Edit		01/03/2019	02/18/2019	02/18/2019			34.99	
29972 - PULPDENT CORPORATION	2032171	Dental Supplies, as needed in 2019	Edit		01/21/2019	02/18/2019	02/18/2019			8.47	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 4	<u>\$69.28</u>
Account 734.58 - Supplies Miscellaneous Supplies											
9242 - HENRY SCHEIN INC.	60859028	Sental Supplies, as needed for 2019	Edit		01/04/2019	02/03/2019	02/18/2019			931.96	
5752 - PLAK SMACKER	CD60359492	Sental Supplies, as needed for 2019	Edit		01/03/2019	02/18/2019	02/18/2019			1,314.35	
29972 - PULPDENT CORPORATION	2032171	Dental Supplies, as needed in 2019	Edit		01/21/2019	02/18/2019	02/18/2019			758.14	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 3	<u>\$3,004.45</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 10	<u>\$4,645.70</u>
									Fund 2322 - Dental Sealant 132T Grant Totals	Invoice Transactions 10	<u>\$4,645.70</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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	9822832772	iPad Service	Paid by Check		01/23/2019	02/15/2019	* 02/13/2019		02/13/2019	40.17	
			# 644532								
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>\$40.17</u>
Account 734.10 - Supplies Postage											
34429 - US POSTAL SERVICE	12-18 PREP	PREP Grant Postage	Paid by Check		01/08/2019	01/25/2019	* 02/06/2019		02/06/2019	12.20	
			# 644192								
									Account 734.10 - Supplies Postage Totals	Invoice Transactions 1	<u>\$12.20</u>
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
30138 - FRANK CATRONE	Feb19 Travel	Making Proud Choices Training, 2/5/19-2/7/19, Columbus, OH	Open		02/13/2019	02/13/2019	02/13/2019			195.38	
16082 - MOLLY T MALLOY	Feb Travel Reimb	Making Proud Choices Training, 2/5/19-2/7/19, Columbus, OH	Open		02/13/2019	02/13/2019	02/13/2019			152.61	
									Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 2	<u>\$347.99</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 4	<u>\$400.36</u>
									Fund 2323 - Personal Responsibility Ed Pr Fd Totals	Invoice Transactions 4	<u>\$400.36</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2327 - Lead Assessment Fund										
Department 301001 - Health - Administration										
Account 705.06 - Professional Services Other Professional Services										
50260 - ACCURATE ANALYTICAL TESTING	L130274	Dust/Soil Sample Analysis for Lead Based Paint Testing	Edit		02/04/2019	03/06/2019	02/18/2019			44.00
							Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions	1	<u>\$44.00</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions	1	<u>\$44.00</u>
							Fund 2327 - Lead Assessment Fund Totals	Invoice Transactions	1	<u>\$44.00</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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											
9239 - TREASURER OF HAMILTON COUNTY	4thQtr18 Invoice	Weighing and analysis of PM2.5 filters - 2018	Edit		01/14/2019	02/18/2019	* 02/18/2019			1,456.00	
1941 - TREASURER STATE OF OHIO	RS020719	Air Monitoring Lab Analysis for 2018, APC	Edit		02/18/2019	02/18/2019	* 02/18/2019			540.00	
1941 - TREASURER STATE OF OHIO	RS 020719	Analysis of filters for Pb and metals, as needed in 2019	Edit		02/07/2019	02/18/2019	02/18/2019			600.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 3	<u>\$2,596.00</u>
Account 705.13 - Professional Services Building Maintenance											
27986 - R & G JANITORIAL, INC.	3067	Snow plow/Salt at Georgetown Rd Monitoring Site	Edit		01/31/2019	02/18/2019	02/18/2019			240.00	
									Account 705.13 - Professional Services Building Maintenance Totals	Invoice Transactions 1	<u>\$240.00</u>
Account 706.18 - Contract Service Car Wash											
1597 - RED CARPET CAR WASH	APC Jan19	Car Washes, as needed in 2019 - APC	Edit		01/31/2019	02/18/2019	02/18/2019			4.25	
									Account 706.18 - Contract Service Car Wash Totals	Invoice Transactions 1	<u>\$4.25</u>
Account 713.12 - Utilities Electric											
1366 - OHIO EDISON CO.	Dec18 Electric	110 033 872 497	Paid by Check # 643896		01/09/2019	01/30/2019	* 01/31/2019		01/31/2019	63.66	
									Account 713.12 - Utilities Electric Totals	Invoice Transactions 1	<u>\$63.66</u>
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9822915584	APC Cell Phone Service, Staff Field Work	Paid by Check # 644532		01/23/2019	02/15/2019	02/13/2019		02/13/2019	151.38	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$151.38</u>
Account 734.10 - Supplies Postage											
34429 - US POSTAL SERVICE	23.51	Postage for 2018, as needed	Paid by Check # 644194		01/08/2019	01/25/2019	* 02/06/2019		02/06/2019	23.51	
									Account 734.10 - Supplies Postage Totals	Invoice Transactions 1	<u>\$23.51</u>
Account 734.13 - Supplies Freight											
39452 - UPS	E11A07039,	E11A07049	Edit		01/26/2019	02/20/2019	02/20/2019			39.08	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 1	<u>\$39.08</u>
Account 734.57 - Supplies Machine Parts and Supplies											
42568 - MESA LABS	INV-284178	Machine parts and supplies, as needed in 2019	Edit		01/24/2019	02/23/2019	02/18/2019			25.00	
21121 - GRAINGER	9079151842	9056130116	Edit		01/14/2019	02/19/2019	02/19/2019			52.14	
									Account 734.57 - Supplies Machine Parts and Supplies Totals	Invoice Transactions 2	<u>\$77.14</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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 773.43 - Lease and Rental Payments Other Rentals										
51903 - AIRGAS, INC	9959247282	Gas Cylinder Rental for 2019	Edit		01/31/2019	03/02/2019	02/18/2019			29.53
							Account 773.43 - Lease and Rental Payments Other Rentals Totals		Invoice Transactions 1	<u>\$29.53</u>
							Department 301001 - Health - Administration Totals		Invoice Transactions 12	<u>\$3,224.55</u>
							Fund 2331 - Air Pollution (134) Totals		Invoice Transactions 12	<u>\$3,224.55</u>
Fund 2351 - Food Service (055)										
Department 301001 - Health - Administration										
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements										
1941 - TREASURER STATE OF OHIO	Jan19 RFE Reimb.	2019 Retail Food Establishment Reimb. to the State, as needed	Edit		02/04/2019	02/13/2019	02/13/2019			1,064.00
1941 - TREASURER STATE OF OHIO	Jan18 FSO Reimb.	2019 Food Service Operation Reimb. to the State, as needed	Edit		02/04/2019	02/13/2019	02/13/2019			2,320.00
							Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals		Invoice Transactions 2	<u>\$3,384.00</u>
							Department 301001 - Health - Administration Totals		Invoice Transactions 2	<u>\$3,384.00</u>
							Fund 2351 - Food Service (055) Totals		Invoice Transactions 2	<u>\$3,384.00</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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 103.01 - Cash Interfund General											
35605 - COLEMAN PROFESSIONAL SERVICES	210027	Professional Services for Work at the Recycling Center	Paid by Check # 644151		01/15/2019	01/25/2019	02/06/2019		02/06/2019	(655.69)	
43051 - SYNCB/AMAZON	Rec. Center Sup.	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	02/04/2019		02/04/2019	(430.66)	
43051 - SYNCB/AMAZON	Rec. Supplies	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	02/04/2019		02/04/2019	(2,201.98)	
									Account 103.01 - Cash Interfund General Totals	Invoice Transactions 3	<u>(\$3,288.33)</u>
Account 201 - Accounts Payable											
35605 - COLEMAN PROFESSIONAL SERVICES	210027	Professional Services for Work at the Recycling Center	Paid by Check # 644151		01/15/2019	01/25/2019	02/06/2019		02/06/2019	.00	
43051 - SYNCB/AMAZON	Rec. Center Sup.	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	02/04/2019		02/04/2019	.00	
43051 - SYNCB/AMAZON	Rec. Supplies	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	02/04/2019		02/04/2019	.00	
									Account 201 - Accounts Payable Totals	Invoice Transactions 3	<u>\$0.00</u>
Department 307001 - Environmental Health Administration											
Account 705.06 - Professional Services Other Professional Services											
35605 - COLEMAN PROFESSIONAL SERVICES	210027	Professional Services for Work at the Recycling Center	Paid by Check # 644151		01/15/2019	01/25/2019	* 02/06/2019		02/06/2019	655.69	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$655.69</u>
Account 734.11 - Supplies Miscellaneous Office Supplies											
43051 - SYNCB/AMAZON	Rec. Center Sup.	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	* 02/04/2019		02/04/2019	15.56	
									Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 1	<u>\$15.56</u>
Account 734.13 - Supplies Freight											
43051 - SYNCB/AMAZON	Rec. Center Sup.	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	* 02/04/2019		02/04/2019	15.10	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 1	<u>\$15.10</u>
Account 734.58 - Supplies Miscellaneous Supplies											
43051 - SYNCB/AMAZON	Rec. Center Sup.	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	* 02/04/2019		02/04/2019	400.00	
43051 - SYNCB/AMAZON	Rec. Supplies	60457 8781 027661 4	Paid by Check # 644034		01/10/2019	01/30/2019	* 02/04/2019		02/04/2019	2,201.98	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 2	<u>\$2,601.98</u>
									Department 307001 - Environmental Health Administration Totals	Invoice Transactions 5	<u>\$3,288.33</u>
									Fund 2354 - Solid Waste Disposal License Totals	Invoice Transactions 11	<u>\$0.00</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 01/18/19 - 02/20/19

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										
18412 - PEPCO	S100889201.00	Light bulbs/ballasts for building	Edit		02/07/2019	03/09/2019	* 02/18/2019			5,485.27
52433 - GORSKI PAINTING	2235	Painting of WIC, Nursing and VS Lobby areas	Edit		02/18/2019	02/19/2019	* 02/19/2019			1,395.00
37390 - TONY LOGOZZO CONSTRUCTION LLC	Chair Rails	Chair Rails for Nursinig and WIC lobby areas	Edit		02/19/2019	02/19/2019	* 02/19/2019			446.00
							Account 705.13 - Professional Services Building Maintenance Totals	Invoice Transactions	3	<u>\$7,326.27</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions	3	<u>\$7,326.27</u>
							Fund 4501 - Capital Projects Totals	Invoice Transactions	3	<u>\$7,326.27</u>
							Grand Totals	Invoice Transactions	127	<u>\$150,757.52</u>

* = Prior Fiscal Year Activity



Public Health
Prevent, Promote, Protect.

Canton City Public Health

Board of Health Meeting
Monday, February 25, 2019 @ 12:00pm – Board Room
Miscellaneous Items

1. Air Pollution Control Engineer Position Description
2. Air Pollution Control Position Classification Schedule



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Canton City Health District

Position Description

Canton City Health District
DRAFT

Position Title:	Air Pollution Control Engineer		Position #:	836
Working Title:	APC Engineer		CS Status:	Classified
Division or Unit:	Air Pollution Control (APC)		Reports to:	APC P&C Supervisor
Employment Status:	Full-time	Pay Grade:	6	FLSA Status: Exempt
Funding Source:	Ohio EPA APC contract funded with anticipated annual renewal			

Position Summary: Responsible to function at the professional and technical level to support the implementation of Federal and Ohio EPA regulations and guidelines that apply to the air pollution control program in Stark County, Ohio. Performs various duties related to permit processing, multi-discipline engineering analysis and evaluation, compliance monitoring, emissions inventory, field inspections, complaint investigation, and enforcement for sources in the industrial, commercial, and public sectors. The APC Engineer is a dependable, highly detailed, and motivated person. Work is expected to be performed independently with limited supervision.

Essential Duties and Responsibilities:

Applies to all duties listed below

- Maintain direct contact with industry and commerce and represent the agency in its control and regulatory efforts.
- Provide technical support to the regulated community regarding the various processes and compliance.
- Requires communicating both orally and in writing.
- Requires thoroughness and following established policies and deadlines.
- Requires use and understanding of Ohio EPA statewide facility tracking system (STARS2), Microsoft Office, air modeling software, and internal complaint database (CID2).

20% Permitting of Installations/Modifications: Review and process PTI/PTIO permit applications for initial installations, Ch31 modifications, and administrative modifications including: review of application/plan and determine completeness; determine applicable rules; determine best available technology requirements; perform emission calculations and determine emission limitations; determine synthetic minor restrictions as appropriate; conduct and evaluate air dispersion modeling as appropriate; document permit writing strategy; write permit terms and conditions to ensure appropriate compliance monitoring and standardization; and follow established policies and deadlines. Involves detailed engineering analysis and evaluation of the effectiveness of proposed and existing air pollution control equipment and determination of the potential emissions in a wide variety of processes. Evaluate technical information supplied by the regulated community for use in permit processing and emission estimations and determine its engineering reasonability. Evaluate sources to determine if permit required or permit exempt and write exemption letters and process permit revocations as appropriate. Process Permit-by-Rule (PBR) notifications and portable source relocations.

34% Permitting of Renewals/Title V: Review and process FEPTIO/PTIO renewal permit applications and Title V operating permit applications including: review of application/plan and determine completeness; determine applicable rules; determine Compliance Assurance Monitoring (CAM) as appropriate; review emission calculations;

- review synthetic minor restrictions as appropriate; conduct and evaluate air dispersion modeling as appropriate; document permit writing strategy / Statement of Basis (SOB); write permit terms and conditions to ensure appropriate compliance monitoring and standardization; and follow established policies and deadlines. Evaluate technical information supplied by the regulated community for use in permit processing.
- 18% Facility Inspection (non-complaint): Perform permitted facility Full Compliance Evaluations (FCEs) including review of reports/records, field/site inspections, visible emissions observations (as required), evaluation of compliance status of all applicable requirements, proper documentation of inspection and final report, and any necessary follow-up correspondence. Perform permitted facility field inspections/site visits for other non-complaint purposes, like for permit development or technical assistance. Perform detailed inspections of basic and/or control equipment installations with regard to plan review requirements (e.g., to assure that equipment installed under a permit meets the conditions of the permit).
- 12% Compliance Monitoring: Evaluate technical information supplied by the regulated community in frequency reports, deviation reports and compliance milestone reports. Monitor regulated community's progress in meeting permit, rules and compliance plan requirements. Review and evaluate reports submitted by the regulated community for compliance with their permit/rules and initiate appropriate follow-up action. Provide technical support to the regulated community regarding report compliance. Update source database/facility profile records as needed.
- 7% Stack Test: Review test protocol/intent-to-test (ITT) notifications for industrial facility stack testing (e.g. source performance testing) to determine if appropriate test methods, SSAS audit samples, process conditions, and procedures are scheduled. Coordinates stack test event with other agency staff, contractors, and facility representatives. Performs field observations of industrial facility stack testing for proper compliance with test protocol as applicable. Review stack test results report for compliance with requirements and initiate appropriate follow-up action.
- 5% Enforcement: Performs enforcement tasks including identification of violations, initiating enforcement action, writing notice of violation (NOV) letters, reporting violations, and working with the regulated community to develop compliance plans to return to compliance. Performs writing resolution of violation letters or notice of compliance letters when entity is in compliance. Also includes preparing documentation, enforcement action requests (EAR) and evidence for use in legal actions and testifying as a witness in court as required. Some cases may escalate and lead to criminal enforcement. Process voluntary disclosure requests when submitted.
- 2% Complaints: Documents complaints and pursues complaint investigations with the objective of identifying legitimate complaints, identifying violations, and explaining regulations to the community. This includes inspections of assigned commercial and industrial properties which primarily include support of Ohio EPA permit system requirements.

2% Emissions Inventory: Review emission estimates/calculations, fee emission reports (FER) and emission inventory reports.

Other Duties and Responsibilities:

- Participation in professional organizations and workgroups with Ohio EPA, USEPA, CCPH, LADCO, LEPC, NACAA, AAPCA, etc. as assigned.
- Provide input to policy and regulation development as directed by supervisor or workgroup.
- Conduct lectures/classes to citizen groups, students, etc. on local air pollution control efforts.
- Provide support functions in response to public health emergencies as directed by the Health Commissioner.
- Various other duties as assigned by the APC Permitting and Compliance (P&C) Supervisor or designee.

Minimum Qualifications:

- Must meet one of the following:
 - Bachelor of Science degree in Engineering from an accredited institution or have acquired it by the time of hiring.
 - Bachelor of Science degree in a related technical field will be considered if engineering related curriculum was completed and in combination with related air pollution control experience.
- Must be computer proficient and able to work efficiently in a heavily computerized PC environment using various Office Suite and database applications, including web-based collaboration tools, email, etc.

Preferred Qualifications:

- Knowledge of laws, rules and regulations, applicable air permitting and compliance policy and guidance.
- Knowledge of specialized computer functions and programs used in air quality monitoring (i.e. eBusiness Air Services, STARS2, ECHO, etc).
- Experience with implementing and/or evaluating environmental regulation compliance, especially air pollution control regulations.
- Experience in air pollution control, combustion equipment, industrial processes, compliance inspections, and reporting and air permitting.

Minimum Credentials:

The following credentials must be acquired and maintained prior to initial hire:

- Valid Ohio driver's license with good driving record

The following credentials must be acquired and maintained to those individuals in this position that are assigned to high-priority facilities with particulate emissions requirements. For those individuals, these credentials are not required upon initial hire, but are required to be acquired after hiring within 6 months and maintained every 6 months thereafter. Training will be provided for these credentials:

- Method 9 Visible Emissions certification

Key Competencies: The following Council on Linkages Core Competencies (Adopted June 2014) for this position include:

- Analytical and Assessment Skills: 1A3, 1A4, 1B5, 1A6, 1A7, 1A8, 1B9, 1B10, 1A14, 1B5, 1B6, 1B7, 1B8, 1B9, 1B10
- Policy Development and Program Planning Skills: 2A1, 2A2, 2A4, 2A6, 2A7, 2A8, 2A9, 2A10, 2A11
- Communication Skills: 3A2, 3A4, 3A5, 3A6, 3A7, 3A8
- Cultural Competency Skills: 4A1, 4A2, 4A3
- Community Dimensions of Practice Skills: 5A1, 5A4, 5A5, 5A6, 5A7, 5A8, 5A9
- Public Health Sciences Skills: 6A1, 6A3, 6A4, 6A5
- Financial Planning and Management Skills: 7A1, 7A3, 7A6, 7A10, 7A11, 7A12, 7A13
- Leadership and Systems Thinking Skills: 8A1, 8A6, 8A7, 8A9

Canton City Health District has adopted Organizational Competencies that all employees are expected to achieve, of which the following are for this position:

- Customer Focus: 1A1, 1A2, 1A3, 1A4, 1A5
- Accountability: 2A1, 2A2, 2A3, 2A4, 2A5, 2A6, 2A7, 2A8, 2B2, 2B4, 2B5, 2B6, 2B7
- Equity, Ethics and Fairness: 3A1, 3A2, 3A3, 3A4, 3A5
- Continuous Quality Improvement: 4A1, 4A2, 4A3, 4A4, 4A5, 4A6
- Occupational Health and Safety: 5A1, 5A2, 5A3, 5A4, 5A5, 5A6
- Emergency Preparedness: 6A1, 6A2, 6A3

The following Professional Competencies from the MARAMA National Air Quality Training Project (March 2012) apply to this position:

- Introduction to Air Pollution Control: S1.1.1-S1.1.5
- Emissions Estimation & Inventory Development: S3.1.1, S3.1.2, S3.1.3, S3.1.4, S3.1.5, S3.2.1, S3.2.2, S3.2.3
- Modeling, Forecasting, and Data Analysis: S4.1.1, S4.1.2, S4.1.3, S4.1.4
- Permitting: S6.1.1, S6.1.2, S6.1.3, S6.1.4, S6.1.5, S6.1.6, S6.1.7, S6.1.8, S6.1.9, S6.2.1, S6.2.2, S6.2.3, S6.2.4, S6.2.5, S6.2.6
- Inspection and Enforcement: S7.1.1, S7.1.2, S7.1.3, S7.1.4, S7.1.5, S7.1.6, S7.1.7, S7.1.8, S7.1.9, S7.1.10, S7.1.11, S7.2.1, S7.2.2, S7.2.3, S7.2.4, S7.2.5, S7.2.6, S7.2.7, S7.2.8, S7.2.9, S7.2.10, S7.2.11, S7.2.12
- Air Toxics/Hazardous Air Pollutants: S8.1.1, S8.1.3, S8.1.4, S8.1.5, S8.1.6, S8.1.7, S8.1.8, S8.2.3, S8.2.5, S8.2.6, S8.2.7.
- Climate Change: S10.1.1, S10.1.2, S10.2.1, S10.2.2, S10.2.3, S10.2.4, S10.2.5

- Work Environment:**
- This position may require scheduling of duties at night, on weekends, or other non-traditional work hours.
 - Daily work environment includes primarily general office setting and some field setting (industrial, commercial, and outdoors). Also includes driving City vehicle to field or training destinations. All work requires mental focus.
 - Office setting includes sitting for long periods of time and viewing a computer screen for long periods of time; standing at work bench to complete detailed record review/scanning using

Position Description

fine motor skills and vision; and exposure to constant noise from running equipment and verbal discussions.

- This position will be required to work with hazardous materials like lead, compressed gases and in industrial environments, if assigned those duties. Use of appropriate personal protection equipment will be required, including the use steel toe/metatarsal boots, safety glasses, outerwear, and other personal protective equipment.
- Must have the ability to perform inspection duties in field setting. Must have the following minimum abilities to perform inspection duties: lift/hoist 50 pounds or more; carry field equipment; walk on uneven/unimproved surfaces for long periods of time; climb ladders and stairs; work at substantial heights; and tolerance of extreme outdoor weather conditions.
- Work performed may be subject to challenging interactions with community members.
- Occasional same day travel will be required to other area offices, the Ohio Environmental Protection Agency, and other trainings and meetings. Occasional overnight travel may be required for trainings and meetings.

Approval: This position description was approved by the Board of Health on:

Revision History: Dates of prior approved versions: 12/19/2011, 6/22/2009

Employee Statement:

I hereby acknowledge that I have received a copy of this position description on this date.

Employee Signature

Date

Printed Name

Canton City Public Health

Position Classification Schedule as of February 25, 2019

AIR POLLUTION CONTROL DIVISION

Classification	Code	Allowed # of Employees	Employed by CCHD	Pay Range
APC Director/Administrator	835	1	1	8
APC Permitting & Compliance Supervisor	844	7		7
APC Engineer	836		5	6
APC Engineering Technician I	839			5
APC Engineering Technician II	847			6
APC Monitoring & Inspection Supervisor	838	3	1	6
APC Monitoring & Inspection Technician	846		2	5
Public Health Clerk I	831	1		1
Public Health Clerk II	830			2
Public Health Clerk (Part-time Hourly)	834			PT1
APC Technical Assistant (Part-time hourly)	ADD			PT3
APC Technician (Part-time Hourly)	851	2		PT11
		14	9	

3/22/2010 - Board of Health approves revised classifications.

8/23/2010 - Approved by Board of Health for Classification Title change for APC Permitting & Compliance Supervisor.

1/23/2012 - Change pay range for APC Engineering Technician I, APC Engineering Technician II and APC Electric Engineering Technician. Deleted positions 841 and 843. Added APC Technician Part-time, APC Monitoring & Inspection Technician. Changed number of employees for Public Health Clerks to Three (3).

9/28/2015 - Deleted positions 840 and 837.

01/22/2018 - Deleted position 842 (APC Electronic Engineering Technician). Added APC Technical Assistant Part-Time. Reduced number of Public Health Clerks from three (3) to two (2) as combined between full-time and part-time Public Health Clerks with new Technical Assistant position. These changes reduce the total number of employees from 15 to 14.



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting
Monday, February 25, 2019 @ 12:00pm – Board Room
Resolutions for Approval

1. 2019-04: Rescind Various Sections of the Health Code, Second Reading
2. 2019-05: Amend Section 207.10 of the Canton City Health Code – Compensatory Time
3. 2019-07: Doing Business as Canton City Public Health
4. 2019-08: Rescind Section 207.26 of the Canton City Health Code – Mandatory Retirement

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 **25th** day of **March, 2019**.

APPROVED:

President
Canton City Board of Health

Secretary
Canton City Board of Health

January 28, 2019
First Reading

January 28, 2019
First Publication

February 25, 2019
Second Reading

February 25, 2019
Second Publication

Third Reading

Effective Date

**THIS IS A DRAFT PENDING FINAL COMMENTS FROM THE LAW DEPARTMENT.
A FINAL COPY WILL BE PROVIDED AT THE BOARD MEEITNG.**

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 worked~~ed~~, 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, 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~~ the remaining time is unpaid, for each regular assigned work shift greater than four five 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 five hours of their regular assigned work shift, they shall not receive the paid meal break.
 - (3) Each ~~non full part~~-time employee shall have no less than a one-half hour unpaid meal break for a scheduled workday of ~~four five~~ (4.5) 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 ~~is may be allowed to work more than their assigned shift with prior approval from their immediate supervisor and the Health Commissioner~~ allowed to earn overtime compensation or compensatory time pursuant to the following:-
- (1) A non-exempt full time ~~or part-time~~ employee ~~may will~~ receive overtime compensation for hours worked over 37.5 hours in a work week ~~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~~ earning overtime compensation or compensatory time. Overtime compensation shall be earned at a rate of one and one-half hours for each hour worked over ~~the assigned work shift~~ 37.5 hours in a work week in ~~15-minute~~ 15-minute increments.
 - (2) An exempt ~~full time~~ full-time employee may receive overtime compensation for hours worked over 37.5 hours in a work week ~~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~~ earning overtime compensation or compensatory time. Overtime compensation shall be earned at a rate of one hour for each hour worked over 37.5 hours in a work week ~~the assigned work shift~~ in ~~15-minute~~ 15-minute increments.
 - ~~(3) A part time employee may receive overtime compensation for hours worked over 40~~ 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 40 37.5 hours in a workweek in 15 minute increments.
 - (3) When any employee is scheduled to work on a federally designated holiday holiday, as defined in section 207.19 of the Canton City Health Code they shall receive overtime pay or compensatory time ~~compensation~~ at a rate of two hours for every hour worked over their normally assigned work shift. Nothing in this section prevents an exempt employee from “flexing” their work schedule in a work week.
 - (4) When any employee is scheduled ~~required~~ to work during a time ~~the department is not open for services as specified in section 207.10 (a)~~ outside their regular work schedule ~~after the completion of their normal work shift on a day other than a normally scheduled workday (i.e. weekend), that employee shall be entitled to a minimum of one hour of compensation, regardless of the actual amount of time~~ ~~scheduled~~ worked. For example, if an employee is ~~scheduled~~ required to come to work on a Saturday to read test results from a laboratory test or monitor and the work takes less than one hour ~~less than one 30 minutes~~ to complete, the employee shall receive one hour of compensation. If the work takes more than one hour to complete, 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 their 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.

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

ADOPTED by the Board of Health of the Canton City Health District this _____ **day of**
_____, 2019.

APPROVED:

President
Canton City Board of Health

Secretary
Canton City Board of Health

Resolution 2019-07

*A resolution by the Board of Health of the Canton City Health District, establishing a “doing business as” name **Canton City Public Health**.*

WHEREAS, section 3709.011 of the Ohio Revised Code allows the board of health of a city health district to select the titles it uses to refer to itself and the health district that it represents, and

WHEREAS, the Board of Health desires to align its identity with the National Association of County and State Health Officials (NACCHO) national identity for public health departments to raise awareness of the value of governmental public health services,

NOW THEREFORE BE IT RESOLVED that the Board of Health of the Canton City Health District shall create a “doing business as,” or DBA, known as Canton City Public Health and shall henceforth be known as and called **Canton City Public Health**. The use of the DBA, Canton City Public Health, shall hold the same legal authority, as permitted by law, as “Board of Health of the Canton City Health District.”

BE IT FURTHER RESOLVED that the terms “Canton City Health Department”, “Canton City Health District”, “Health Department”, and “Department” as used in the Canton City Health Code may be used interchangeably with “Canton City Public Health” and that they carry the same meaning.

BE IT FURTHER RESOLVED that this resolution is necessary for the general operation of the health district and that it becomes effective April 1, 2019.

ADOPTED by the Board of Health of the Canton City Health District this **25th** day of **February 2019**.

APPROVED

President
Canton City Board of Health

Secretary
Canton City Board of Health

Notes:

SB 229 of the 132 General Assembly added section 3709.011 to allow boards of health of city and general health districts to add DBA names that a health district or department may be called. This bill was adopted and is effective March 22, 2019.

Sec. 3709.011. A board of health of a city or general health district or the authority having the duties of a board of health under section 3709.05 of the Revised Code may select the titles it uses to refer to itself, the health district it represents, or any health facility or other entity it operates. The titles may include any terms selected by the board or authority, including the term "public health."

Resolution 2019-08

A resolution by the Board of Health of the Canton City Health District Rescinding Section 207.26 “Mandatory Retirement” of the Canton City Health Code.

WHEREAS, section 207.26 of the Canton City Health Code established a mandatory retirement age of 70 years old except under certain restrictions, and

WHEREAS, the establishment of a mandatory retirement age is in violation of state and federal law,

NOW THEREFORE BE IT RESOLVED that section 207.26 “Mandatory Retirement” of the Canton City Health Code be rescinded from the health code.

BE IT FURTHER RESOLVED that this resolution is necessary for the general operation of the health district and that it becomes effective immediately upon passage.

ADOPTED by the Board of Health of the Canton City Health District this **25th** day of **February 2019**.

APPROVED

President
Canton City Board of Health

Secretary
Canton City Board of Health

NOTES:

The law department has advised this this section is illegal. Only certain police officers and certain judges may have a mandatory retirement age. The law department recommends that we rescind this section immediately. Removal of this section would not affect the operation of the department in any way. JMA



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting
Monday, February 25, 2019 @ 12:00pm – Board Room
Division Reports

1. Medical Director – **No report**
2. Nursing/WIC
3. Laboratory
4. OPHI/Surveillance – **No report**
5. THRIVE – **No report**
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

January 2019 Report (Meeting 2/25/19)

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	4	35	35
Tuberculosis (TB) Mantoux	7	25	25
Travel	5	35	35
S.T.I.	8	74	74
C.T.S. Clinic	6	2	2
C.T.S. Testing		1	1
Field/Outreach Testing		1	1
SWAP	4	154	154
SWAP Testing		3	3
SWAP Vaccination Clinic	4	6	6
Hepatitis A Outbreak Clinic	0	0	0

DENTAL SEALANT PROGRAM

	Students Screened	YTD Screened	Students Sealed	YTD Sealed
Dental Sealants	222	222	146	146

HIV TESTING

	Month	YTD	HIV+ Month	HIV+ YTD	Discordant	Discordant YTD
Tests Performed	18	18	1	1	1	1
Results Given	18	18	1	1	1	1

HIV INFECTION

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

* 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			2	2
STD/HIV Programs (Quest) – Goal 8 programs per year				
Communicable Disease Programs	0	0	0	0
Health Promotions / Fairs (Goodwill Parenting talks)	2	2	24	24
Immunization Action Plan – Maximizing Office Based Immunization Programs (MOBI) – Goal 11 per year	0	0		
Immunization Action Plan – Teen Immunization Education Sessions (TIES) – Goal 11 per year	0	0		
DIS Interviews and/or Visits	8	8		
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]	3	3		

**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
January 2019	2,001	5,316

Canton City Public Health

January 2019 (Meeting 2/25/2019)

LABORATORY

Program	Tests	Tests Positive	Proficiency Testing	YTD Samples Tested	YTD Samples Positive	YTD Proficiency Testing
WATER:						
Private	111	31	0	111	31	0
Public	35	3	0	35	3	0
Commercial	0	0	0	0	0	0
Other	0	0	0	0	0	0
FOOD SERVICES:						
Frozen Desserts	52	3	0	52	3	0
Other Exams	0	0	0	0	0	0
CLINICAL:						
Gonorrhea-smear	19	1	0	19	1	0
N.G.U.	19	14	0	19	14	0
Gonorrhea-culture	45	0	0	45	0	0
Oxidase	28	2	0	28	2	0
Culture Gram Stain	2	2	0	2	2	0
Sugar Confirmation	2	0	0	2	0	0
Gonorrhea-Gene amp.	65	2	0	65	2	0
Chlamydia-Gene amp.	65	9	0	65	9	0
Syphilis Serology Qualitative	57	2	0	57	2	0
Syphilis Serology Quantitative	2	2	0	2	2	0
Candida	23	4	0	23	4	0
Gardnerella	23	10	0	23	10	0
Trichomonas	23	2	0	23	2	0
Pregnancy-urine	3	0	0	3	0	0
HIV screen	18	2	0	18	2	0
HIV Insti Confirmatory	2	1	0	2	1	0
Lead	0	0	2	0	0	2
HCV Antibody screening	3	0	0	3	0	0
MISCELLANEOUS:						
Pollen counts	0	0	0	0	0	0
Other Exams	1	0	0	1	0	0
Misc. (insects, etc.)	0	0	0	0	0	0

Canton City Public Health

January Report (Meeting 2/25/2019)

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	134 / 134	129 / 129	111 / 111	0.45 / 0.45	5.20 / 5.20
Animal Bite Investigations	23 / 23				

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	7,660 / 7,660	383 / 383	8,545 / 8,545	** /	3,140.0 / 3,140.0	5,370.0 / 5,370.0	\$627.97 / \$627.97

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. 2 Temporary Food Service Inspections were performed in January 2019.

NUISANCE UPDATES:

- We are updating our program for improvements prior to mosquito season.
- We have request a new mosquito pesticide sprayer on the capital fund and will also be putting in for a grant through Ohio EPA as backup. We do have 1 fairly reliable sprayer at this time.
- 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.
- We completed a Temporary Food Licensing Policy and will begin training at the start of the 2019 food year on March 1. We are still working on a Plan Review Policy and an Enforcement Policy.
- 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. Ms. Lucas' husband will check with his architects and offer some suggestions.
- Food Service is planning a series of meetings to address needed improvements.

Canton City Public Health

January 2019 Report (Meeting 02/25/19)

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 University; 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:*

- *The ozone standards have been certified in Columbus and the monitors are ready to be taken to their respective sites. Ozone season will begin 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	December 2014	December 2015	December 2016	December 2017	December 2018
#1 Health Department	10.9	9.8	8.9	11.5	9.3
#15 Fire Station #8	10.2	11.0	9.3	12.5	10.2

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	January 2015	January 2016	January 2017	January 2018	January 2019
# of AQI Reporting Days	21	18	20	20	21
Highest AQI Value	32	55	75	72	75
# of Days in Good Category	21	17	18	13	16
# of Days in Moderate Category	0	1	2	7	5
# of Days in Unhealthy For Sensitive Groups Category	0	0	0	0	0
# of Days in Unhealthy Category	0	0	0	0	0

APC Compliance Monitoring Activities

January 2019

Activity	Month Totals						CYTD Totals					
	OB	Asb	HPF	NPF	Ot	Total	OB	Asb	HPF	NPF	Ot	Total
<i>INSPECTIONS</i>												
1. Full Compliance Evaluation (FCE) inspections			0	0		0			0	0		0
2. Site Visits conducted (non-complaint)	0		1	0	0	1	0		1	0	0	1
3. Performance tests observed			1	0		1			1	0		1
4. Opacity observations conducted			1	0	0	1			1	0	0	1
5. Anti-tampering inspections					0	0					0	0
<i>COMPLAINTS</i>												
6. Complaints received	5	2	2	0	1	10	5	2	2	0	1	10
7. Complaints investigated	6	2	1	0	1	10	6	2	1	0	1	10
<i>ENFORCEMENT</i>												
8. Warning actions taken	2	0	0	0	0	2	2	0	0	0	0	2
9. General NC enforcement actions taken	4	0	1	0	0	5	4	0	1	0	0	5
10. Significant NC enforcement actions taken	0	0	0	0	0	0	0	0	0	0	0	0
11. GNC Resolved without further action – Local	4	0	1	0	0	5	4	0	1	0	0	5
12. SNC Resolved without further action – Local	0	0	0	0	0	0	0	0	0	0	0	0
13. Enforcement Action Referral to OEPA for SNC	0	0	0	0	0	0	0	0	0	0	0	0
14. Final Enforcement Action Issued by OEPA/AGO	0	0	0	0	0	0	0	0	0	0	0	0

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		CYTD Totals	
<i>ASBESTOS</i>				
15. Demo/Renovation notifications received	11		11	
16. Demo/Renovation inspections performed	2		2	
17. Non-Notifier inspections performed	1		1	
18. Asbestos Landfill inspection performed	0		0	
<i>OPEN BURNING ISSUANCE</i>				
	Received	Issued	Received	Issued
19. Open Burning Notifications	2	2	2	2
20. Open Burning Permissions	2	2	2	2

SIGNIFICANT COMPLIANCE MONITORING DETAILS:

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

- 01/15/19: Ron Jones, Nate Sobczak, and Terri Dzienis observed a verification study Method 9 opacity performance test at Title V facility, Republic Steel, located at 2633 8th St NE, Canton. The verification study was required by the 11/16/16 Ohio EPA Director’s Findings and Orders to verify the repairs made to the meltshop baghouse were sufficient to prevent further violations of the fugitive opacity limits. The results of the study show the repairs were successful.
- 01/15/19: Republic Steel had a fire in their CBCF LMF baghouse on 01/07/19, causing it to be shutdown for repairs. Republic Steel started operating their Flexcast LMF during this time, which had been shutdown for several years and had some non-compliance issues when it operated last. On 01/15/19, Linda Morckel conducted Method 9 opacity observations of the Flexcast LMF operation to confirm no visible emissions issues were present.

SIGNIFICANT OTHER EVENTS:

- 01/17/19: Eric White from Bureau of Workers’ Compensation visited all ambient air monitoring sites at the request of Linda Morckel to inspect for safety concerns. No major concerns were verbalized; we are waiting on the final written report.

PERSONNEL:

- 01/28/19: The Board of Health approved the temporary promotion of Nate Sobczak to APC Engineer from the APC Engineering Technician position. This fills the vacancy from David Hampton, APC Engineer, whose last work day in the office was 01/04/19. Canton APC plans to fill the APC Engineering Technician position vacancy caused by this promotion in the near future.

PERMITTING:

Facility Universe in Stark County (APC Jurisdiction)

	December 2018 End Balance	Facilities shutdown in January 2019	New Facilities in January 2019	Facilities changed type in January 2019	January 2019 End Balance
# of Title V Facilities	19	0	0	0	19
# of FEPTIO Facilities	19	0	0	0	19
# of NTV Facilities	181	0	0	0	181
# of PBR Facilities	285	0	0	0	285

Summary of Permit Activity for January 2019

	Incoming	Outgoing	
	Applications Received	Draft Issued Permits	Final Issued* Permits
Installation Permits	2	0	0
Renewal Permits	0	0	1
Other Permits	0	0	0
PBRs	0	0	0
TOTAL	2	0	1

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

- January 2019: The format of the Permit Activity table above was updated for the 2019 year to reduce the details. All the permits as reported in 2018 are still included in the table, just not detailed out.

Summary of Permit Goals and Status for CYTD 2019

Includes progress toward Strategic Plan goal

	CYTD Final Issued* Permits	DAPC Yearly Issuance Goals
FEPTIO-Renewal (backlogged)~	0	6
NTVPTIO-Renewal (backlogged)~	0	7

*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
		Draft	PPP	PP	Final*	
TVPTO-Renewal~	0	0	0	0	1	4

*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

	CYTD permits issued final*	CYTD permits issued on time	% of permits issued on time	Goal
% of Installation Permits issued final within 180 days	0	0	n/a	100%
% of Admin Mod Permits issued final within 180 days	0	0	n/a	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 01/01/2019.

- Permit Issuance Goals Status:** The Jewel Acquisition Title V permit renewal was issued Final in January 2019! This was planned to be issued at the end of December 2018 by Ohio EPA Central Office, but due to the holidays and vacations, wasn't issued until January 3, 2019. Staff are working on the remaining 3 Title V renewal permits, which will take several more months before they are ready for draft issuance. As for the NTV and FEPTIO backlogged renewal permits, these were a lower priority for staff to complete but some progress has been made. 3 of the permits associated with the NTV/FEPTIO goals are likely to be issued soon, of which Terri has 2 permit reviews on her to-do list which will need to be prioritized to get completed by the end of February to maintain our performance.

- *Permit Issuance Goals Setting 2019:*

- Ohio EPA provided the following permit goals for 2019:
 - Continue to issue final 100% of installation and admin mod permits within 180 days
 - Issue all backlogged TVPTO Renewal permits by year end (continued from last year). This includes permits with a submitted application as of 1/1/2018 that are backlogged as of 1/1/2018 or will become backlogged by the end of 2018 if not issued.
 - Issue all backlogged FEPTIO & NTVPTIO renewal permits by year end (continued from last year). This includes permits with a submitted application as of 1/1/2018 that are backlogged as of 1/1/2018 or will become backlogged by the end of 2018 if not issued.
- Using the goals Ohio EPA provided, Terri Dzienis compiled all the backlogged permit numbers to establish office specific goals, which are above. Goal progress will be measured by both final issued permits and any canceled permits (permits determined no longer needed). The 2019 FEPTIO renewal permit goal is equal to the 2018 goal due to one application becoming backlogged. The 2019 NTVPTIO renewal permit goal is about half the 2018 goal due to the progress made during 2018. The 2019 TVPTO renewal permit goal is less than half the 2018 goal due to significant progress made during 2018.
- The 2017-2020 CCHD Strategic Plan included the goal of processing 100% of backlogged renewal operating permits by 6/30/2020. The TVPTO Renewal, FEPTIO renewal, and NTVPTIO renewal goals established above are more stringent since the timeframe to complete them is by 12/31/2019. The tracking of the above goals will track progress toward the Strategic Plan goals.
- The Ohio EPA provided goal on timeliness will continue to be tracked in the separate table above as was the case the last 3 years. Goal progress will be measured by both final issued permits and any canceled permits (permits determined no longer needed). Since this is a new year, Canton already has 2 Installation and 2 Admin Modification permits that are late (older than 180 days) from last year (2018) that are carrying over into the new year (2019). These late permits will not be included in the timeliness data so the goal above includes current year performance only.

Canton City Public Health

January Report 2019 (Meeting 2/25/2019)

VITAL STATISTICS

Certificates Issued	JAN 2019	2019 YTD	2018 YTD
Death Certificates Issued	638	638	677
Birth Certificates Issued	830	830	759

*Births Total Residents & Nonresidents	JAN 2019	2019 YTD	2019 YTD
Births	370	370	
Unmarried Parent Births	189	189	51%
Births to Mothers aged 14 and under	2	2	1%
Births to Mothers aged 15 - 17	10	10	3%
Births to Mothers aged 18 - 19	18	18	5%
Births to Mothers aged 20 - 24	97	97	26%
Births to Mothers aged 25 - 29	101	101	27%
Births to Mothers aged 30 - 34	97	97	26%
Births to Mothers aged 35 - 39	39	39	11%
Births to Mothers aged 40 - 44	6	6	2%
Births to Mothers aged 45 and over	-	-	-

Deaths in Canton City	JAN 2019	2019 YTD	YTD Male	TYD Female
Total	185	185	43%	57%
Deaths aged 0 - 9	2	2	100%	0%
Deaths aged 10 - 19	1	1	100%	0%
Deaths aged 20 - 29	3	3	33%	67%
Deaths aged 30 - 39	6	6	83%	17%
Deaths aged 40 - 49	5	5	40%	60%
Deaths aged 50 - 59	13	13	54%	46%
Deaths aged 60 - 69	36	36	44%	56%
Deaths aged 70 - 79	43	43	35%	65%
Deaths aged 80 and over	76	76	39%	61%

Based on the number of births and deaths registered for the month of January 2019.

City of Canton
Statement Of Cash Position

Report Date: 01/31/2019

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)	\$145,411.52	\$7,159.98	\$7,159.98	\$2,925.21	\$2,925.21	\$149,646.29	\$3,077.50	\$146,568.79
2313 - Local Health Dept Prev Support	\$231,946.87	\$0.00	\$0.00	\$3,659.42	\$3,659.42	\$228,287.45	\$13,303.44	\$214,984.01
2314 - Family Health (476)	\$203,756.23	\$256,034.72	\$256,034.72	\$36,422.26	\$36,422.26	\$423,368.69	\$429,232.57	(\$5,863.88)
2315 - HTLV Antibody (Aids)	\$3,635.85	\$0.00	\$0.00	\$0.00	\$0.00	\$3,635.85	\$260.00	\$3,375.85
2316 - WIC Supplemental Health - FY 77	\$377,808.98	\$96,226.26	\$96,226.26	\$107,124.14	\$107,124.14	\$366,911.10	\$163,965.76	\$202,945.34
2317 - Local Health Assess & Accred Fnd	\$3,466.30	\$0.00	\$0.00	\$0.00	\$0.00	\$3,466.30	\$0.00	\$3,466.30
2318 - Local Aids Prevention	\$333,233.96	\$75,404.08	\$75,404.08	\$15,451.68	\$15,451.68	\$393,186.36	\$45,464.92	\$347,721.44
2319 - Early Intervention Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2320 - Nursing Clinic Activity Fund	\$430,798.18	\$24,149.30	\$24,149.30	\$6,222.19	\$6,222.19	\$448,725.29	\$8,201.93	\$440,523.36
2321 - Immunization Action Grant	\$72,487.15	\$10,534.00	\$10,534.00	\$12,489.42	\$12,489.42	\$70,531.73	\$35,510.00	\$35,021.73
2322 - Dental Sealant 132T Grant	\$98,319.38	\$5,446.00	\$5,446.00	\$8,381.38	\$8,381.38	\$95,384.00	\$26,997.04	\$68,386.96
2323 - Personal Responsibility Ed Pr Fd	\$86,655.38	\$0.00	\$0.00	\$13,271.17	\$13,271.17	\$73,384.21	\$1,270.18	\$72,114.03
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	\$24,295.75	\$385.50	\$385.50	\$0.00	\$0.00	\$24,681.25	\$1,129.35	\$23,551.90
2328 - Public Health Infrastructure	\$55,545.17	\$0.00	\$0.00	\$7,945.80	\$7,945.80	\$47,599.37	\$197.55	\$47,401.82
2329 - Smoke Free Ohio	\$22,146.25	\$750.00	\$750.00	\$0.00	\$0.00	\$22,896.25	\$0.00	\$22,896.25
2331 - Air Pollution (134)	\$580,267.30	\$43,024.00	\$43,024.00	\$73,877.79	\$73,877.79	\$549,413.51	\$78,486.67	\$470,926.84
2332 - Air Pollution (I35)	\$42,030.66	\$0.00	\$0.00	\$0.00	\$0.00	\$42,030.66	\$0.00	\$42,030.66
2335 - EARLY HEAD START	\$16,375.78	\$2,542.61	\$2,542.61	\$822.33	\$822.33	\$18,096.06	\$820.92	\$17,275.14
2351 - Food Service (055)	\$171,286.61	\$75,501.68	\$75,501.68	\$23,269.50	\$23,269.50	\$223,518.79	\$12,300.00	\$211,218.79
2352 - Private Water Supply	\$336.50	\$0.00	\$0.00	\$0.00	\$0.00	\$336.50	\$0.00	\$336.50
2353 - Swimming Pool	\$34,819.74	\$0.00	\$0.00	\$450.86	\$450.86	\$34,368.88	\$1,300.00	\$33,068.88
2354 - Solid Waste Disposal License	\$178,086.53	\$46,565.92	\$46,565.92	\$9,441.64	\$9,441.64	\$215,210.81	\$3,912.61	\$211,298.20
2355 - Infectious Waste								

City of Canton
Statement Of Cash Position

Report Date: 01/31/2019

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
Registration	\$415.33	\$0.00	\$0.00	\$0.00	\$0.00	\$415.33	\$0.00	\$415.33
2356 - Tattoo Parlors	\$17,229.28	\$840.00	\$840.00	\$0.00	\$0.00	\$18,069.28	\$0.00	\$18,069.28
Fund Type 12 - Special Revenue Funds Subtotal:	\$3,136,589.01	\$644,564.05	\$644,564.05	\$321,754.79	\$321,754.79	\$3,459,398.27	\$825,430.44	\$2,633,967.83
Fund Category 1 - Governmental Funds Subtotal:	\$3,136,589.01	\$644,564.05	\$644,564.05	\$321,754.79	\$321,754.79	\$3,459,398.27	\$825,430.44	\$2,633,967.83
Grand Total:	\$3,136,589.01	\$644,564.05	\$644,564.05	\$321,754.79	\$321,754.79	\$3,459,398.27	\$825,430.44	\$2,633,967.83

City of Canton
Budget by Fund Category Report
 01/31/2019

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	\$286,600.00	\$0.00	\$286,600.00	\$77,641.68	\$0.00	\$77,641.68	\$208,958.32	27%	\$306,292.96
53 - Intergovernmental revenue	\$3,751,670.00	\$0.00	\$3,751,670.00	\$502,051.65	\$0.00	\$502,051.65	\$3,249,618.35	13%	\$4,016,472.78
54 - Charges for services	\$354,500.00	\$0.00	\$354,500.00	\$64,855.72	\$0.00	\$64,855.72	\$289,644.28	18%	\$277,318.71
56 - Other misc revenue	\$1,300.00	\$0.00	\$1,300.00	\$15.00	\$0.00	\$15.00	\$1,285.00	1%	\$9,888.89
83 - Transfer in - from other fund	\$40,000.00	\$15,000.00	\$55,000.00	\$0.00	\$0.00	\$0.00	\$55,000.00	0%	\$0.00
84 - Advance in - from other fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Revenue Totals	\$4,434,070.00	\$15,000.00	\$4,449,070.00	\$644,564.05	\$0.00	\$644,564.05	\$3,804,505.95	14%	\$4,609,973.34
Expense									
61 - Salary and benefits	\$1,969,947.00	\$3,500.00	\$1,973,447.00	\$205,516.54	\$0.00	\$205,516.54	\$1,767,930.46	10%	\$1,780,560.48
62 - Payroll fringes	\$825,786.00	\$6,500.00	\$832,286.00	\$46,836.16	\$0.00	\$46,836.16	\$785,449.84	6%	\$820,940.13
70 - Services	\$1,456,024.00	\$124,169.68	\$1,580,193.68	\$63,503.43	\$707,199.27	\$63,503.43	\$809,490.98	49%	\$3,604,024.35
71 - Utilities	\$7,950.00	\$3,802.14	\$11,752.14	\$529.74	\$8,700.40	\$529.74	\$2,522.00	79%	\$6,112.10
73 - Supplies	\$218,104.00	\$62,835.37	\$280,939.37	\$1,340.09	\$69,794.88	\$1,340.09	\$209,804.40	25%	\$165,439.89
74 - Refunds, claims and reimbursements	\$17,787.00	\$172.46	\$17,959.46	\$146.00	\$13,772.46	\$146.00	\$4,041.00	77%	\$16,911.33
75 - Capital Outlay	\$20,000.00	(\$1,579.72)	\$18,420.28	\$0.00	\$143.00	\$0.00	\$18,277.28	1%	\$11,546.57
77 - Other	\$59,554.00	\$3,004.69	\$62,558.69	\$3,882.83	\$25,820.43	\$3,882.83	\$32,855.43	47%	\$57,446.74
81 - Transfer out - due to other fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Revenue Totals:	\$4,434,070.00	\$15,000.00	\$4,449,070.00	\$644,564.05	\$0.00	\$644,564.05	\$3,804,505.95	14%	\$4,609,973.34
Expenditure Totals:	\$4,575,152.00	\$202,404.62	\$4,777,556.62	\$321,754.79	\$825,430.44	\$321,754.79	\$3,630,371.39	24%	\$6,462,981.59
1 - Governmental Funds Net Totals:	(\$141,082.00)	(\$187,404.62)	(\$328,486.62)	\$322,809.26	(\$825,430.44)	\$322,809.26	\$174,134.56		(\$1,853,008.25)
Revenue Grand Totals:	\$4,434,070.00	\$15,000.00	\$4,449,070.00	\$644,564.05	\$0.00	\$644,564.05	\$3,804,505.95	14%	\$4,609,973.34
Expenditure Grand Totals:	\$4,575,152.00	\$202,404.62	\$4,777,556.62	\$321,754.79	\$825,430.44	\$321,754.79	\$3,630,371.39	24%	\$6,462,981.59
Grand Totals:	(\$141,082.00)	(\$187,404.62)	(\$328,486.62)	\$322,809.26	(\$825,430.44)	\$322,809.26	\$174,134.56		(\$1,853,008.25)



Budget by Account Classification Report

Through 01/31/19
 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	19,400.00	.00	19,400.00	.00	.00	.00	19,400.00	0	24,967.14
Charges for services	447,100.00	.00	447,100.00	38,348.65	.00	38,348.65	408,751.35	9	445,594.70
Fines and forfeitures	.00	.00	.00	.00	.00	.00	.00	+++	50.00
Other misc revenue	500.00	.00	500.00	50.00	.00	50.00	450.00	10	6,565.51
REVENUE TOTALS	\$467,000.00	\$0.00	\$467,000.00	\$38,398.65	\$0.00	\$38,398.65	\$428,601.35	8%	\$477,177.35
EXPENSE									
Salary and benefits	1,027,309.00	.00	1,027,309.00	108,106.46	.00	108,106.46	919,202.54	11	933,007.96
Payroll fringes	435,616.00	.00	435,616.00	24,703.57	.00	24,703.57	410,912.43	6	442,859.75
Services	113,765.00	14,044.73	127,809.73	2,988.67	58,133.65	2,988.67	66,687.41	48	104,372.07
Utilities	44,714.00	8,612.79	53,326.79	3,239.88	47,849.63	3,239.88	2,237.28	96	38,086.37
Inter-departmental charges	2,009.00	.00	2,009.00	.00	.00	.00	2,009.00	0	2,009.00
Supplies	68,590.00	3,356.90	71,946.90	360.15	20,370.28	360.15	51,216.47	29	60,781.60
Refunds, claims and reimbursements	266,000.00	(14,057.50)	251,942.50	942.50	1,975.00	942.50	249,025.00	1	214,291.02
Capital Outlay	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	6,295.44
Other	13,268.00	53.33	13,321.33	333.83	2,355.00	333.83	10,632.50	20	9,475.43
Advance out - due to other fund	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	.00
EXPENSE TOTALS	\$2,006,271.00	\$12,010.25	\$2,018,281.25	\$140,675.06	\$130,683.56	\$140,675.06	\$1,746,922.63	13%	\$1,811,178.64
Fund 1001 - General Operating Totals									
REVENUE TOTALS	467,000.00	.00	467,000.00	38,398.65	.00	38,398.65	428,601.35	8%	477,177.35
EXPENSE TOTALS	2,006,271.00	12,010.25	2,018,281.25	140,675.06	130,683.56	140,675.06	1,746,922.63	13%	1,811,178.64
Fund 1001 - General Operating Totals	(\$1,539,271.00)	(\$12,010.25)	(\$1,551,281.25)	(\$102,276.41)	(\$130,683.56)	(\$102,276.41)	(\$1,318,321.28)		(\$1,334,001.29)
Grand Totals									
REVENUE TOTALS	467,000.00	.00	467,000.00	38,398.65	.00	38,398.65	428,601.35	8%	477,177.35
EXPENSE TOTALS	2,006,271.00	12,010.25	2,018,281.25	140,675.06	130,683.56	140,675.06	1,746,922.63	13%	1,811,178.64
Grand Totals	(\$1,539,271.00)	(\$12,010.25)	(\$1,551,281.25)	(\$102,276.41)	(\$130,683.56)	(\$102,276.41)	(\$1,318,321.28)		(\$1,334,001.29)

Canton City Public Health

4th Quarter 2018 Report (Meeting 02/25/19)

PERFORMANCE UPDATE

On a quarterly basis, the DLT will provide a written update to the Board of Health of the organization's performance, including a copy of the Performance of Organization Strategic Priorities Status Summary Dashboard, in accordance with policy 800-034-P Organizational Strategic and Performance Management System.

PERFORMANCE UPDATE:

On the following page is a copy of the Performance of Organization Strategic Priorities Status Summary Dashboard for 4th quarter 2018 (as of December 31, 2018). As can be seen, of the 11 strategic priority performance measures, 5 targets were achieved, 5 are below target, and 1 measure has not started yet. As the Dashboard shows, the trend in performance for 11 strategic priority performance measures is 2 have improved performance compared to last quarter, 6 have maintained the same performance compared to last quarter, and 3 have declined performance compared to last quarter.

The 5 strategic priority performance measures that achieved their targets demonstrate overall performance improvement for these activities. Two of these measures, Communicable measure 1.1 (HIV cases linkage) and Environmental measure 2.3 (Legionella plan), have also improved their performance status compared to last quarter.

For the 5 strategic priority performance measures that are below target:

- Chronic measure 1.1 “Implement Tobacco 21 program in Canton”: Several meetings were conducted with the Tobacco 21 coalition and internally. It was discovered there is now Canton specific data regarding youth tobacco use that indicates there is a need in the Canton area. Additionally, since there is no data, there is no justification to implement a resource intensive new program like Tobacco 21. Therefore, the objective will be updated to reflect participation in the LiveWell Stark County coalition tobacco reduction initiatives.
- Environmental measure 1.1 “Decrease % of critical food safety violations”: The number of critical food safety violations have increased compared to last quarter, showing a decline in performance. Updated the action steps deadline to create an enforcement plan to start 3/4/2019 instead of 1/1/2019 so it is coordinated to after the food license year so a full review of the program can start with fresh data.
- Maternal measure 2.2 “Complete 25 WIC outreach activities per year”: The new year started on October 2018. In order to achieve this annual target, WIC needs to perform 6.25 outreach activities per quarter. Due to staff turnover causing a Dietician position vacancy, only 5 outreach activities were able to be accomplished this quarter. WIC anticipates the ability to perform the necessary outreach activities next quarter with the hire of a new Dietician.
- Maternal measure 2.1 “Decrease # of participants certified without current benefits”: The “One Call Now” Text Reminder System was not working all quarter due to WIC funding reductions effective October 2018, which may be a contributor to the increased # of participants certified without current benefits above the baseline. However, caseload tends to decreased in the November/December time period each year, which is likely the larger contributor to this issue. WIC will continue using its other administration methods to remind clients of their appointments and reevaluate their performance next quarter.

- Foundational measure 2.1 “Implement electronic leave reporting”: Administration has been working diligently with the City Auditor’s office to get the Kronos electronic leave reporting system programmed and functioning to implement for all CCPH staff. However, the City Auditor’s office has been delayed in completing their action steps to accomplish this objective in the time frames established. Have updated the objective deadline from 12/31/2018 to 04/30/2019 to accommodate these delays.

For the 1 strategic priority performance measure that has not started yet, it will start March 1, 2019, so its performance update will be included in the 1st quarter 2019 performance update.



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

Canton City Public Health - Performance of Organization Strategic Priorities 2020

Status Summary Dashboard for 4th Quarter 2018 (as of December 31, 2018)

of select strategic priorities performance measures

Strategic Priority Category	Division	Organizational Performance Measure	Unit of Measure	Where did we start? (Baseline)	Where do we want to go? (Goal)	Where should we be now? (Quarter Target)	Where are we now? (Quarter Metric/Status)	Trend
Chronic	EH	1.1 Implement Tobacco 21 program in Canton	% of completion	0	100	25	6 below target	↔
Communicable	Nursing	1.1 Successfully link new HIV cases to care in 90 days	% success	69	85	75	87 target achieved	↑
Environmental	APC	2.2 Decrease the # of backlogged air operating permits	# backlog permits	29	0	17	15 target achieved	↔
Environmental	EH	1.1 Decrease % of critical food safety violations	% of critical	11.1	10.0	10.6	14.4 below target	↓
Environmental	Lab	2.3 Implement Legionella water testing plan	% of completion	0	100	86	91 target achieved	↑
Maternal	THRIVE	1.1 Decrease infant mortality rate	# deaths per 1,000 live births	9.0	6.0	8.0	6.4 target achieved	↔
Maternal	WIC	2.1 Decrease # of participants certified without current benefits	# of participants	309	263	290	323 below target	↔
Maternal	WIC	2.2 Complete 25 WIC outreach activities per year	% of activities/yr completed	0	100	25	20 below target	↓
Access	Nursing	1.1 Develop funding strategy for STI clinic services (starts 03/01/19)	% of completion	0	100	n/a	n/a not started yet	↔
Foundational	Admin	2.1 Implement electronic leave reporting	% of completion	0	100	100	45 below target	↓
Staff	Admin	2.1 Implement strategy to address employee satisfaction survey results	% of completion	0	100	14	14 target achieved	↔

Status Key:

Target Achieved = status metric equal to or better than quarter target (highlighted green);

Close to Target = status metric worse than quarter target, but within 10% of quarter target (highlighted yellow);

Abbreviations: n/a = not applicable % = percent # = number

Trends (arrows): ↑ Improved performance compared to last quarter

↔ Same performance as last quarter

↓ Declined performance compared to last quarter

Not Started = The start date for the Objective has not occurred yet (highlighted gray)
Below Target = status metric more than 10% worse than quarter target (highlighted red)

Date Reported: 2/20/2019



February 2019 Travel

Travel (NO expenses)

Name	Meeting description	Location	Date of meeting
Adams, James	Meet HCNO HUB staff to discuss contract/payments (THRIVE)	Amherst	01/25/2019
Malloy, Molly	PREP Region 8 Coalition Meeting and Training	Mansfield	01/15/2019
Masters, Colton	OEHA Meeting	Columbus	01/17/2019
Miller, Rick	Ohio Commercial Pesticide Applicator 2019 Recertification Conf	Akron	01/15/2019
Morckel, Linda	Drop off Ozone standards for certification	Groveport	01/14/2019
Morckel, Linda	Technical Services Org (TSO) Meeting, pick up Ozone standards	Groveport	01/30/2019
Roach, Laura	Bi-Annual Mandatory NE Ohio Regional Director's Meeting	Akron	01/17/2019

Travel (WITH expenses)

Name	Meeting description	Location	Date of meeting	Fund and account
N/A				