

BOARD OF HEALTH



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Monday, March 25, 2019
@ 12:00pm



Public Health
Prevent. Promote. Protect.

Canton City Public Health

Board of Health Meeting

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

Agenda

1. Call to Order and Roll Call
2. Approve February 25, 2019 Board of Health Meeting Minutes
3. Approve List of Bills: \$400,270.99
4. Personnel:
 - a. Appointment of Nathan Sobczak to Permanent Air Pollution Control Engineer (R6) Effective March 25, 2019
 - b. Appointment of Full-Time Disease Intervention Specialist (R5)
 - c. Appointment of Part-Time WIC Peer Helper (PT13)
 - d. Approve Probationary Period Ending for Elonda Williams, Neighborhood Navigator (PT2), Retroactive to March 17, 2019
 - e. Approve Full-Time Neighborhood Navigator/HUB Assistant (R2) Position Description
 - f. Approve Full-Time Clinical Receptionist/Office Assistant (R2) Position Description
 - g. Approve Updated Position Classification Schedule for Nursing and OPHI
5. Approve Recommendations of the Hearing Officer for March 25, 2019
6. Approve Resolutions:
 - a. 2019-04 Rescind Various Sections of the Health Code, 3rd Reading
 - b. 2019-05 Amending Section 207.10 of the Health Code – Overtime and Compensatory Compensation
 - c. 2019-06 Amending Section 207.11 of the Health Code – Attendance, Leave of Absence, Family Medical Leave
7. Authorize Agreements with the Five Medicaid Managed Care Plans to Receive \$235,432.00 for the Infant Mortality Enhanced Program effective as of January 1, 2019
8. Authorize a Contract with Stark Metropolitan Housing Agreement for them to Receive \$22,447.36 for a Community Health Worker Program for the Period of June 1, 2019 through December 31, 2019
9. Authorize a Memorandum of Understanding with the City of Canton for the Health Department to use the Canton Civic Center in the Event of an Emergency effective March 6, 2019
10. Approve an Agreement with TLIK LLC for use of The Metropolitan Centre for the All Staff Meeting on October 30, 2019 for an Amount not to Exceed \$702.50
11. Approve Travel Authorization
 - a. Pamela Gibbs, Health Services Coordinator/DIS-LTC Supervisor, for Travel from 04/10/2019 to 04/11/2019, Grant Requirement Meeting/DIS-LTC Meeting in Columbus, Ohio at a cost not to exceed \$216.00 (HIV Fund 2318)
 - b. Laura Roach, WIC Director, for Travel from 04/07/2019 to 04/09/2019, National WIC Association's Annual Education and Training Conference in Baltimore, MD at a cost not to exceed \$1,173.09 (WIC Fund 2316)
 - c. Frank Catrone, Staff Nurse II, for Travel from 04/01/2019 to 04/02/2019, PREP Statewide Spring Meeting 2019 in Columbus, Ohio at a cost not to exceed \$282.00 (PREP Fund 2323)

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- d. Molly Malloy, Staff Nurse II, for Travel from 04/01/2019 to 04/02/2019, PREP Statewide Spring Meeting 2019 in Columbus, Ohio at a cost not to exceed \$178.00 (PREP Fund 2323)
- e. Christina Henning, Laboratory Director, for Travel from 05/29/2019 to 06/03/2019, Aeroallergen Course in New Orleans, LA at a cost not to exceed \$308.99 (Lab General Fund 1001 304001)
- f. Rick Miller, Sanitarian III, for Travel from 03/26/2019 to 03/27/2019, Annual Midwest Workshop in Environmental Health in Columbus, Ohio at a cost not to exceed \$40.00 (EH General Fund 1001 307001) – Retroactively
- g. Gus Dria, Sanitarian III, for Travel from 04/10/2019 to 04/12/2019, OEHA Annual Educational Conference in Columbus, Ohio at a cost not to exceed \$475.00 (EH General Fund 1001 307001)
- h. Colton Masters, Sanitarian II, for Travel from 04/10/2019 to 04/12/2019, OEHA Annual Educational Conference in Columbus, Ohio at a cost not to exceed \$475.00 (EH General Fund 1001 307001)
- i. Patty McConnell, Sanitarian II, for Travel from 04/10/2019 to 04/12/2019, OEHA Annual Educational Conference in Columbus, Ohio at a cost not to exceed \$482.00 (EH General Fund 1001 307001)

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 and Performance Management

13. Other Business

14. Next Meeting: Monday, April 22, 2019 at 12:00pm

15. Adjournment



Public Health
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Canton City Public Health

Board of Health Meeting
Monday, February 25, 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, February 25, 2019 at 12:00 PM with a quorum present.

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

Executive Session to Discuss the Compensation of a Public Employee

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

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

Motion passed unanimously. The Board entered executive session at 12:01 PM. The Board returned from executive session at 12:25 PM.

Approve January 28, 2019 Board of Health Meeting Minutes

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the January 28, 2019 Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$150,757.52

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the list of bills totaling \$150,757.52. Motion passed unanimously.

Approve Personnel:

a. Probationary Period Ending for Jessica Boley, Epidemiologist I, Retroactive to 12/30/2018

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve the probationary period ending for Jessica Boley, Epidemiologist I (R5), with half a step increase of \$1,022.00 to a salary of \$52,340.00 retroactive to 12/30/2018. Motion passed unanimously.

b. Air Pollution Control Engineer (R6) Job Description

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the Air Pollution Control Engineer (R6) job description. Motion passed unanimously.

c. Air Pollution Control Director (R8) Job Description

This item was withdrawn from consideration.

d. Updated Air Pollution Control Position Classification Schedule

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve the updated Air Pollution Control position classification schedule. Motion passed unanimously.

e. Appointment of Pamela Johnson-Gibbs to Permanent Health Services Coordinator/DIS and LTC Supervisor (R6) Effective February 25, 2019

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve the permanent appointment of Pamela Gibbs from Health Services Coordinator (R5) to Health Services Coordinator/DIS and LTC Supervisor (R6) effective February 25, 2019. Motion passed unanimously.

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f. Appointment of Full-Time Air Pollution Control Engineering Technician I (R5)

Mr. Wyatt moved and Ms. Lucas seconded a motion to appoint Kimberly Campbell to Air Pollution Control Engineering Technician I (R5) at her current rate of pay of \$53,977.00 effective March 2, 2019 with a 90-day probationary period to come out of APC Fund 2331. Motion passed unanimously.

g. Appointment of Part-Time WIC Peer Helper(s) (PT13)

This item was withdrawn from consideration.

h. Appointment of Full-Time Early Intervention Specialist (EIS) Navigator (R5)

Dr. Lakritz moved and Ms. Lucas seconded a motion to appoint David McCartney to Early Intervention Specialist (EIS) Navigator (R5) at \$43,419.00 with a half step increase after a 90-day probationary period to \$44,441.00 with a start date to be determined to come out of EIS (Early Intervention Services) Fund 2319. Motion passed unanimously.

i. Resignation of Brianna Rante, Disease Intervention Specialist (R5), Effective March 5, 2019

Mr. Wyatt moved and Dr. Lakritz seconded a motion to accept the resignation of Brianna Rante, Disease Intervention Specialist (R5), effective March 5, 2019. Motion passed unanimously.

j. Resignation of Ashanti Parker, Public Health Clerk I, Effective March 22, 2019

Dr. Lakritz moved and Ms. Lucas seconded a motion to accept the resignation of Ashanti Parker, Public Health Clerk I (R1), effective March 22, 2019. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for February 25, 2019

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the recommendations of the hearing officer for February 25, 2019. Motion passed unanimously.

Approve 2019 Agreement to Receive \$35,000.00 from the Stark-Tuscarawas-Wayne Joint Solid Waste Management District for Solid Waste Inspections for the Period of January 1, 2019 through December 31, 2019

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the 2019 agreement to receive \$35,000.00 from the Stark-Tuscarawas-Wayne Joint Solid Waste Management District for solid waste inspections for the period of January 1, 2019 through December 31, 2019. Motion passed unanimously.

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

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

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)

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the purchase request for Florida State University for a Health 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 the FY18 United Way grant). Motion passed unanimously.

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Approve Resolutions:

a. 2019-04 Rescind Various Sections of the Health Code, Second Reading.

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the second reading of Resolution 2019-04 to Rescind Various Sections of the Health Code. A roll call to vote was taken:

Dr. Hickman – Yes

Ms. Lucas – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Motion passed unanimously.

b. 2019-05 Amend Section 207.10 of the Canton City Health Code – Compensatory Time.

This motion was withdrawn from consideration.

c. 2019-07 Doing Business as Canton City Public Health.

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve Resolution 2019-07 Doing Business as Canton City Public Health. Motion passed unanimously.

d. 2019-08 Rescind Section 207.26 of the Canton City Health Code – Mandatory Retirement.

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve Resolution 2019-08 Rescinding Section 207.26 of the Canton City Health Code – Mandatory Retirement. Motion passed unanimously.

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

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)

Travel authorization items B and C were withdrawn from consideration.

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve travel authorization items A and D. Motion passed unanimously

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Acceptance of Division Reports

- a. Medical Director – Dr. Elias reported that he has seen a spike in the number flu cases. Dr. Lakritz reminded everyone that flu shots are still available.
- b. Nursing/WIC – Diane Thompson reported to the board that the updated Nursing Division report contains a new HIV testing category called “Discordant”. This category signifies that two rapid HIV tests were performed with differing results.
- c. Laboratory – Christina Henning reported to the board that some of the numbers on the Laboratory Division report are different due to a change in testing protocols.
- d. OPHI/Surveillance – Nothing additional to report.
- e. THRIVE – Dawn Miller reported to the board that the department recently submitted an opinion editorial to the Canton Repository and that this led to an interview with Kent State University. Ms. Lucas reminded everyone that when addressing infant mortality statistics that it is important to include the county-wide data.
- f. Environmental Health – Annmarie Butusov reported to the board that Kimberly Campbell applied for the recently listed Air Pollution Control position and was accepted. She will be moving from Environmental Health to Air Pollution Control.
- g. Air Pollution Control – Terri Dzienis reported to the board that the division is excited to be having Kimberly Campbell join them. She reported that the Air Pollution Control Division board report has an updated format and that the repairs at the Malone monitoring site have been completed.
- h. Vital Statistics – Robert Knight asked the board if they would like to see any additional information included on the Vital Statistics Division report. Dr. Lakritz asked that death reporting for those under three years old be reported in more detailed age groups.
- i. Fiscal Officer – Christi Allen reported to the board that there have been significant reporting requirement changes from the state. James Adams added that this is intended to more accurately calculate the costs of providing public health services.
- j. Health Commissioner – James Adams reported to the board that some upgrades and repairs to the building are underway. Painting, floor repairs and door replacements have been completed or are scheduled for completion soon.
- k. Accreditation – Robert Knight reported to the board that the PHAB site visit team has been selected and that they will begin reviewing our submitted documents soon. This will take about 12 weeks after the team starts their review.
- l. Quality Improvement – Terri Dzienis reported to the board that she has revised the Performance Management report by adding a trend column and some additional explanations.

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

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Other Business

Mr. Wyatt moved and Ms. Lucas seconded a motion to thank the health department for the work they do for the City of Canton. Motion passed unanimously.

Announcement of Next Meeting: Monday, March 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, March 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 1:27 PM.

President of the Board of Health

Secretary to the Board of Health

Date of Approval



Accounts Payable by G/L Distribution Report

G/L Date Range 02/21/19 - 03/20/19

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	9825039746	Monthly Hot Spot Fee, 2019	Paid by Check # 645924		02/26/2019	03/18/2019	03/15/2019		03/15/2019	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											
39066 - WALTNER - SIMCHAK FUNERAL HOME	D.Croston Indige	Indigent Cremation for David Croston, DOD: 02/22/2019	Edit		02/27/2019	03/05/2019	03/05/2019			495.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>495.00</u>
Account 705.13 - Professional Services Building Maintenance											
27986 - R & G JANITORIAL, INC.	3083	Snow Plow on Parking Lot at 5th/Cherry, as needed in 2019	Edit		02/28/2019	03/13/2019	03/13/2019			330.00	
27986 - R & G JANITORIAL, INC.	3082	Stripping floors in WIC areas	Edit		02/28/2019	03/13/2019	03/13/2019			400.00	
27986 - R & G JANITORIAL, INC.	3084 (1)	Snow Plow on Parking Lot at 5th/Cherry, as needed in 2019	Edit		02/28/2019	03/14/2019	03/14/2019			100.00	
27986 - R & G JANITORIAL, INC.	3084 (2)	Snow Plow and Salt - Parking Lot and Sidewalks	Edit		02/28/2019	03/14/2019	03/14/2019			500.00	
27986 - R & G JANITORIAL, INC.	3084 (3)	Snow Plow Around Building and Emp. Parking Lot	Edit		02/28/2019	03/14/2019	03/14/2019			125.00	
27986 - R & G JANITORIAL, INC.	3084 (4)	Snow Plow - Parking Lot and Around Building	Edit		02/28/2019	03/14/2019	03/14/2019			400.00	
									Account 705.13 - Professional Services Building Maintenance Totals	Invoice Transactions 6	<u>\$1,855.00</u>
Account 706.18 - Contract Service Car Wash											
1597 - RED CARPET CAR WASH	Feb19 GF	Car Washes for CCHD Vehicles, as needed in 2019	Edit		02/28/2019	03/18/2019	03/18/2019			12.75	
									Account 706.18 - Contract Service Car Wash Totals	Invoice Transactions 1	<u>12.75</u>
Account 734.12 - Supplies Outside Printing											
51821 - USA QUICKPRINT	312635	Business Cards for K. Trenger and J. Adams	Edit		03/06/2019	03/13/2019	03/13/2019			28.05	
									Account 734.12 - Supplies Outside Printing Totals	Invoice Transactions 1	<u>28.05</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 10	<u>\$2,430.97</u>
Department 303001 - Nurses											
Account 705.06 - Professional Services Other Professional Services											
51158 - JON ELIAS M.D.	Feb19	Medical Director Services for 2019	Paid by Check # 645549		03/01/2019	03/01/2019	03/08/2019		03/08/2019	1,000.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>1,000.00</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 02/21/19 - 03/20/19

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 303001 - Nurses										
Account 713.13 - Utilities Telephone										
177 - AT&T	3304547664 02	Service for 2nd Fax Line in Nursing, 2019	Paid by Check # 645005		02/15/2019	03/07/2019	02/26/2019		02/26/2019	40.09
							Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1		<u>\$40.09</u>
Account 734.11 - Supplies Miscellaneous Office Supplies										
905 - INDEPENDENCE BUSINESS SUPPLY	1605097-0	Black Toner for RICOH fax machine - 2 pack	Edit		02/15/2019	03/05/2019	03/05/2019			100.38
							Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 1		<u>\$100.38</u>
Account 734.12 - Supplies Outside Printing										
51821 - USA QUICKPRINT	312635	Business Cards for K. Trenger and J. Adams	Edit		03/06/2019	03/13/2019	03/13/2019			28.05
							Account 734.12 - Supplies Outside Printing Totals	Invoice Transactions 1		<u>\$28.05</u>
Account 776.13 - Membership dues & Fees Membership Dues and Fees										
7335 - HUNTINGTON NATIONAL BANK	Terminal License	Terminal Distributor's License, 2 Year License	Paid by Check # 645641		03/03/2019	03/05/2019	03/11/2019		03/11/2019	323.50
							Account 776.13 - Membership dues & Fees Membership Dues and Fees Totals	Invoice Transactions 1		<u>\$323.50</u>
							Department 303001 - Nurses Totals	Invoice Transactions 5		<u>\$1,492.02</u>
Department 304001 - Lab										
Account 705.06 - Professional Services Other Professional Services										
51563 - STERICYCLE	100866292	Infectious Waste Disposal - LAB	Edit		02/28/2019	03/13/2019	03/13/2019			122.86
51652 - WESTERN RESERVE WATER SYSTEMS INC	140070	DI Water System - LAB	Edit		03/08/2019	03/14/2019	03/14/2019			211.15
34284 - REAM & HAAGER LABORATORY	4322365,	4322658, 4322610	Edit		03/01/2019	03/19/2019	03/19/2019			174.00
							Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 3		<u>\$508.01</u>
Account 734.13 - Supplies Freight										
2067 - WEBER SCIENTIFIC	827825	Lab Supplies for Non Clinic Programs, as needed in 2019	Edit		02/27/2019	03/05/2019	03/05/2019			88.21
							Account 734.13 - Supplies Freight Totals	Invoice Transactions 1		<u>\$88.21</u>
Account 734.58 - Supplies Miscellaneous Supplies										
2067 - WEBER SCIENTIFIC	827825	Lab Supplies for Non Clinic Programs, as needed in 2019	Edit		02/27/2019	03/05/2019	03/05/2019			498.71
							Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1		<u>\$498.71</u>
							Department 304001 - Lab Totals	Invoice Transactions 5		<u>\$1,094.93</u>
							Fund 1001 - General Operating Totals	Invoice Transactions 20		<u>\$5,017.92</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 02/21/19 - 03/20/19

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											
52334 - LEXISNEXIS RISK DATA MANAGEMENT INC	1672320-20190228	Database Services for 2019	Paid by Check # 646088		02/28/2019	03/29/2019	03/20/2019		03/20/2019	180.00	
186 - AULTMAN HOSPITAL	FTA's 3, 4, 5	099915682-9693	Edit		02/28/2019	03/13/2019	03/13/2019			44.75	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 2	<u>\$224.75</u>
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9824856253	Cell phone service for DIS for 2019	Paid by Check # 645714		02/23/2019	03/15/2019	03/12/2019		03/12/2019	50.46	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$50.46</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 3	<u>\$275.21</u>
									Fund 2312 - V.D. - I03 Gonorhea (VD) Totals	Invoice Transactions 3	<u>\$275.21</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 02/21/19 - 03/20/19

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											
177 - AT&T	5941546402	Dedicated Internet Line in 2019	Open		03/05/2019	04/04/2019	03/18/2019			27.60	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>\$27.60</u>
Account 705.06 - Professional Services Other Professional Services											
50079 - INSYNC HEALTHCARE SOLUTIONS, LLC	963333	Electronic Medical Record System Fees, 2019	Paid by Check # 646084		03/01/2019	03/31/2019	03/20/2019		03/20/2019	94.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$94.00</u>
Account 705.14 - Professional Services Maintenance Contracts											
50938 - THE BALDWIN GROUP INC	118227	Renewal of 2019 HDIS	Edit		03/01/2019	03/05/2019	03/05/2019			1,833.00	
									Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 1	<u>\$1,833.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 3	<u>\$1,954.60</u>
									Fund 2313 - Local Health Dept Prev Support Totals	Invoice Transactions 3	<u>\$1,954.60</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 02/21/19 - 03/20/19

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 705.04 - Professional Services Civil Service Fees											
51350 - MARTIN LUTHER KING JR COMMISSION	MLK Breakfast Ad	Event tickets and Advertising	Edit		02/20/2019	03/05/2019	03/05/2019			300.00	
									Account 705.04 - Professional Services Civil Service Fees Totals	Invoice Transactions 1	<u>300.00</u>
Account 705.05 - Professional Services Computer Access Line Fees											
50073 - TIME WARNER CABLE	312559704030519	Internet Access for THRIVE Offices	Paid by Check # 645919		03/05/2019	03/24/2019	03/15/2019		03/15/2019	84.97	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>84.97</u>
Account 705.06 - Professional Services Other Professional Services											
51325 - ACCESS HEALTH STARK COUNTY	CHW19 Payment	Community Health Worker Program - THRIVE	Paid by Check # 645788		03/05/2019	03/05/2019	03/14/2019		03/14/2019	78,899.25	
51326 - ALLIANCE FAMILY HEALTH CENTER INC	CHW19 Payment	Community Health Worker Program - THRIVE	Paid by Check # 645791		03/05/2019	03/05/2019	03/14/2019		03/14/2019	30,205.00	
51326 - ALLIANCE FAMILY HEALTH CENTER INC	Centering Preg.	CHW Centering Pregnancy Program - THRIVE	Paid by Check # 645854		03/05/2019	03/05/2019	03/15/2019		03/15/2019	14,699.25	
51120 - COMMQUEST SERVICES INC	CHW19 Payment	Community Health Worker Program - THRIVE	Paid by Check # 645803		03/05/2019	03/05/2019	03/14/2019		03/14/2019	15,165.00	
51327 - EARLY CHILDHOOD RESOURCE CENTER	THRIVE19 Payment	Fatherhood Coalition Program, THRIVE	Paid by Check # 645808		03/05/2019	03/05/2019	03/14/2019		03/14/2019	28,184.25	
51644 - MY COMMUNITY HEALTH CENTER	Centering Preg.	CHW Centering Pregnancy Program - THRIVE	Paid by Check # 645897		03/05/2019	03/05/2019	03/15/2019		03/15/2019	37,448.00	
51644 - MY COMMUNITY HEALTH CENTER	CHW19 Payment	Community Health Worker Program - THRIVE	Paid by Check # 645898		03/05/2019	03/05/2019	03/15/2019		03/15/2019	15,165.00	
1800 - STARK COUNTY HEALTH DEPARTMENT	CHW19 Payment	Community Health Worker Program - THRIVE	Paid by Check # 645913		03/05/2019	03/05/2019	03/15/2019		03/15/2019	38,070.00	
51328 - STARK COUNTY JOB AND FAMILY SERVICES	CHW19 Payment	Community Health Worker Program - THRIVE	Paid by Check # 645914		03/05/2019	03/05/2019	03/15/2019		03/15/2019	15,125.75	
2762 - STARK METRO HOUSING AUTHORITY	CHW19 Payment	Community Health Worker Program - THRIVE	Paid by Check # 645915		03/05/2019	03/05/2019	03/15/2019		03/15/2019	15,125.75	
38982 - YWCA OF CANTON	CHW 2019 Pay	Community Health Worker Program - THRIVE	Paid by Check # 645929		03/05/2019	03/05/2019	03/15/2019		03/15/2019	15,165.00	
4168 - KENT STATE UNIVERSITY	416371-23	Comprehensive Evaluation of Stark County	Paid by Check # 646085		03/07/2019	03/12/2019	03/20/2019		03/20/2019	7,837.07	



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2314 - Family Health (476)											
Department 301001 - Health - Administration											
Account 705.06 - Professional Services Other Professional Services											
51336 - FLORIDA STATE UNIVERSITY	B3281	Training Fee and Curriculum for 3-Day Healthy Baby Workshop	Edit		02/12/2019	03/14/2019	03/14/2019			22,500.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 13	<u>\$333,589.32</u>
Account 705.14 - Professional Services Maintenance Contracts											
22899 - GRAPHIC ENTERPRISES	21AR852299,	21AR860365	Edit		02/14/2019	03/05/2019	03/05/2019			190.00	
									Account 705.14 - Professional Services Maintenance Contracts Totals	Invoice Transactions 1	<u>\$190.00</u>
Account 706.01 - Contract Service Contract Service - 2314 THRIVE											
51325 - ACCESS HEALTH STARK COUNTY	Feb19 THRIVE	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 645663		02/12/2019	03/01/2019	* 03/12/2019		03/12/2019	4,705.00	
51326 - ALLIANCE FAMILY HEALTH CENTER INC	Feb19 THRIVE	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 645536		02/12/2019	03/01/2019	* 03/08/2019		03/08/2019	3,185.00	
51328 - STARK COUNTY JOB AND FAMILY SERVICES	Feb19 THRIVE	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 645570		02/12/2019	03/01/2019	* 03/08/2019		03/08/2019	1,075.00	
2762 - STARK METRO HOUSING AUTHORITY	Feb19 THRIVE	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 645989		02/12/2019	03/01/2019	* 03/18/2019		03/18/2019	1,085.00	
25530 - STARK SOCIAL WORKERS NETWORK	Feb19 THRIVE	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 645571		02/12/2019	03/01/2019	* 03/08/2019		03/08/2019	210.00	
38982 - YWCA OF CANTON	Feb19 THRIVE	Care Coordinating Services, MCO Outcome Payment	Paid by Check # 645718		02/12/2019	03/01/2019	* 03/12/2019		03/12/2019	150.00	
1800 - STARK COUNTY HEALTH DEPARTMENT	Feb19 THRIVE	Care Coordinating Services, MCO Outcome Payment	Edit		03/12/2019	03/12/2019	* 03/12/2019			70.00	
25530 - STARK SOCIAL WORKERS NETWORK	Nov18 United	Care Coordinating Services, MCO Outcome Payment	Edit		03/11/2019	03/18/2019	* 03/18/2019			20.00	
38982 - YWCA OF CANTON	Nov18 CareSource	Care Coordinating Services, MCO Outcome Payment	Edit		03/11/2019	03/19/2019	* 03/19/2019			355.00	
									Account 706.01 - Contract Service Contract Service - 2314 THRIVE Totals	Invoice Transactions 9	<u>\$10,855.00</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2314 - Family Health (476)											
Department 301001 - Health - Administration											
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9825441177 (1)	Monthly Account & Line Access for THRIVE Office Phones	Paid by Check # 646093		03/03/2019	03/26/2019	03/20/2019		03/20/2019	205.73	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$205.73</u>
Account 734.58 - Supplies Miscellaneous Supplies											
52512 - FLORIDA STATE UNIVERSITY RESEARCH FOUNDATION, INC.	B3304	Training Fee and Curriculum for 3-Day Healthy Baby Workshop	Edit		03/10/2019	03/14/2019	03/14/2019			12,230.00	
51874 - VERIZON WIRELESS	9825441177 (2)	Neighborhood Navigator Cell Phone, Plan and Accessories	Paid by Check # 646093		03/03/2019	03/26/2019	03/20/2019		03/20/2019	56.23	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 2	<u>\$12,286.23</u>
Account 772.20 - Travel Registration/Tuition											
7335 - HUNTINGTON NATIONAL BANK	D.Miller Reg.	Techo Inovation Training, 2/19/19, Columbus, Dawn Miller	Paid by Check # 645643		03/05/2019	03/05/2019	03/11/2019		03/11/2019	65.00	
7335 - HUNTINGTON NATIONAL BANK	D.Miller Travel	Airfare, Hotel and Registration Costs for 2019 National Conferen	Paid by Check # 645644		03/05/2019	03/05/2019	03/11/2019		03/11/2019	700.00	
									Account 772.20 - Travel Registration/Tuition Totals	Invoice Transactions 2	<u>\$765.00</u>
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
7335 - HUNTINGTON NATIONAL BANK	D.Miller Travel	Airfare, Hotel and Registration Costs for 2019 National Conferen	Paid by Check # 645644		03/05/2019	03/05/2019	03/11/2019		03/11/2019	731.00	
									Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 1	<u>\$731.00</u>
Account 773.43 - Lease and Rental Payments Other Rentals											
51594 - SCF DEVELOPMENT LTD	4000319	Office Space Rental for THRIVE Offices	Paid by Check # 645910		02/22/2019	03/05/2019	03/15/2019		03/15/2019	8,520.00	
									Account 773.43 - Lease and Rental Payments Other Rentals Totals	Invoice Transactions 1	<u>\$8,520.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 32	<u>\$367,527.25</u>
									Fund 2314 - Family Health (476) Totals	Invoice Transactions 32	<u>\$367,527.25</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2316 - WIC Supplemental Health - FY 77											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
50073 - TIME WARNER CABLE	327438801031019	Internet fees for WIC Program	Paid by Check # 646021		03/10/2019	03/29/2019	* 03/19/2019		03/19/2019	124.99	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>\$124.99</u>
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9824830243	WIC Peer Helper Cell Phones	Paid by Check # 645660		02/23/2019	03/15/2019	* 03/11/2019		03/11/2019	54.98	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$54.98</u>
Account 734.11 - Supplies Miscellaneous Office Supplies											
38830 - PATTERSON POPE	318808-1	Alpha Lables for Charts	Edit		02/12/2019	03/05/2019	03/05/2019			49.77	
									Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 1	<u>\$49.77</u>
Account 734.13 - Supplies Freight											
38830 - PATTERSON POPE	318808-1	Alpha Lables for Charts	Edit		02/12/2019	03/05/2019	03/05/2019			13.46	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 1	<u>\$13.46</u>
Account 772.20 - Travel Registration/Tuition											
40506 - KIMBERLY KOONS	Mar19 Travel	Adult First Aid Training, 3/13/19 - 3/14/19, Canton	Edit		03/20/2019	03/20/2019	03/20/2019			30.00	
									Account 772.20 - Travel Registration/Tuition Totals	Invoice Transactions 1	<u>\$30.00</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 5	<u>\$273.20</u>
									Fund 2316 - WIC Supplemental Health - FY 77 Totals	Invoice Transactions 5	<u>\$273.20</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2318 - Local Aids Prevention											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
18671 - CANTON CITY TREASURER	Reimb. to 2313	Surface 3 Service for DIS and HIV Coordinator	Paid by Check # 646068		03/05/2019	03/05/2019	03/20/2019		03/20/2019	80.34	
51874 - VERIZON WIRELESS	9824864858	Surface 3 Service for DIS and HIV Coordinator	Paid by Check # 645660		02/23/2019	03/15/2019	03/11/2019		03/11/2019	80.34	
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 2	<u>\$160.68</u>
Account 706.36 - Contract Service Health Contract Grant Expend											
85 - ALLIANCE CITY HEALTH DEPT	Feb19 HIV	HIV Grant Reimbursement	Edit		03/11/2019	03/18/2019	03/18/2019			352.11	
38878 - NEW PHILADELPHIA CITY HEALTH DEPARTMENT	Feb19 HIV Reimb.	HIV Grant Reimbursement	Edit		02/28/2019	03/18/2019	03/18/2019			914.68	
1484 - PLANNED PARENTHOOD	Jan/Feb19 HIV	HIV Grant Reimbursement	Edit		03/04/2019	03/18/2019	03/18/2019			542.05	
									Account 706.36 - Contract Service Health Contract Grant Expend Totals	Invoice Transactions 3	<u>\$1,808.84</u>
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9824856253 (2)	Cell Phone Service for New LTC Employee	Paid by Check # 645714		02/23/2019	03/15/2019	03/12/2019		03/12/2019	67.02	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$67.02</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 6	<u>\$2,036.54</u>
									Fund 2318 - Local Aids Prevention Totals	Invoice Transactions 6	<u>\$2,036.54</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2319 - Early Intervention Services											
Account 103.01 - Cash Interfund General											
51874 - VERIZON WIRELESS	9824856253 (1)	Cell Phone Service for EIS for 2019	Paid by Check # 645714		02/23/2019	03/15/2019	03/12/2019		03/12/2019	(67.02)	
									Account 103.01 - Cash Interfund General Totals	Invoice Transactions 1	<u>(\$67.02)</u>
Account 201 - Accounts Payable											
51874 - VERIZON WIRELESS	9824856253 (1)	Cell Phone Service for EIS for 2019	Paid by Check # 645714		02/23/2019	03/15/2019	03/12/2019		03/12/2019	.00	
9789 - DELL MARKETING L.P.	10299474108	Latitude Laptop - Monitor, docking station, office standard	Edit		02/20/2019	03/22/2019	03/19/2019			(256.63)	
									Account 201 - Accounts Payable Totals	Invoice Transactions 2	<u>(\$256.63)</u>
Department 301001 - Health - Administration											
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9824856253 (1)	Cell Phone Service for EIS for 2019	Paid by Check # 645714		02/23/2019	03/15/2019	03/12/2019		03/12/2019	67.02	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$67.02</u>
Account 734.15 - Supplies Computer Software(up to \$999.99)											
9789 - DELL MARKETING L.P.	10299474108	Latitude Laptop - Monitor, docking station, office standard	Edit		02/20/2019	03/22/2019	03/19/2019			256.63	
									Account 734.15 - Supplies Computer Software(up to \$999.99) Totals	Invoice Transactions 1	<u>\$256.63</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 2	<u>\$323.65</u>
									Fund 2319 - Early Intervention Services Totals	Invoice Transactions 5	<u>\$0.00</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2320 - Nursing Clinic Activity Fund											
Department 303002 - Travel Clinic											
Account 705.11 - Professional Services EQ/Office Equipment Repair											
40161 - MILLERS REFRIDGERATION	765011	Calibration & Annual Maint. of 2 Refrigerators, 1 Freezer	Edit		02/13/2019	03/05/2019	03/05/2019			120.00	
									Account 705.11 - Professional Services EQ/Office Equipment Repair Totals	Invoice Transactions 1	\$120.00
Account 734.58 - Supplies Miscellaneous Supplies											
51591 - POINT DEFIANCE AIDS PROJECT	19660	SWAP Program Supplies	Edit		02/14/2019	03/05/2019	03/05/2019			1,897.50	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	\$1,897.50
									Department 303002 - Travel Clinic Totals	Invoice Transactions 2	\$2,017.50
									Fund 2320 - Nursing Clinic Activity Fund Totals	Invoice Transactions 2	\$2,017.50



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2321 - Immunization Action Grant										
Department 301001 - Health - Administration										
Account 706.36 - Contract Service Health Contract Grant Expend										
1800 - STARK COUNTY HEALTH DEPARTMENT	Feb18 GV (1)	Get Vaccinated FY19 Grant Reimbursement	Edit		03/04/2019	03/12/2019	* 03/12/2019			13,842.75
1800 - STARK COUNTY HEALTH DEPARTMENT	Feb19 GV (2)	Get Vaccinated Grant, Remaining FY19 Budget	Edit		03/04/2019	03/12/2019	03/12/2019			284.25
							Account 706.36 - Contract Service Health Contract Grant Expend Totals		Invoice Transactions 2	<u>\$14,127.00</u>
							Department 301001 - Health - Administration Totals		Invoice Transactions 2	<u>\$14,127.00</u>
							Fund 2321 - Immunization Action Grant Totals		Invoice Transactions 2	<u>\$14,127.00</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2322 - Dental Sealant 132T Grant										
Department 301001 - Health - Administration										
Account 705.06 - Professional Services Other Professional Services										
20238 - MEREDITH ROBESON, D.D.S	Feb19 Dental	Dentist Services for 2019	Paid by Check # 645516		01/26/2019	02/28/2019	03/07/2019		03/07/2019	200.00
38676 - ANNA MAYLE	Feb19 Dental	Dental Hygiensist Services for 2019	Paid by Check # 645826		03/04/2019	03/05/2019	03/14/2019		03/14/2019	1,441.00
40279 - ALISON GIAMMARCO	Feb19 Dental	Dental Hygiensist Services for 2019	Paid by Check # 646079		03/12/2019	03/12/2019	03/20/2019		03/20/2019	922.77
40279 - ALISON GIAMMARCO	Mar19 Dental	Dental Hygiensist Services for 2019	Paid by Check # 646079		03/13/2019	03/15/2019	03/20/2019		03/20/2019	622.56
38676 - ANNA MAYLE	Mar19 Dental	Dental Hygiensist Services for 2019	Edit		03/18/2019	03/18/2019	03/18/2019			534.59
								Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 5	<u>\$3,720.92</u>
Account 734.11 - Supplies Miscellaneous Office Supplies										
905 - INDEPENDENCE BUSINESS SUPPLY	1616158-0	Copy Paper - Green	Edit		03/18/2019	03/19/2019	03/19/2019			104.20
								Account 734.11 - Supplies Miscellaneous Office Supplies Totals	Invoice Transactions 1	<u>\$104.20</u>
Account 734.13 - Supplies Freight										
9242 - HENRY SCHEIN INC.	62446209	Dental Supplies for Sealant Program	Edit		02/21/2019	03/05/2019	03/05/2019			10.23
								Account 734.13 - Supplies Freight Totals	Invoice Transactions 1	<u>\$10.23</u>
Account 734.58 - Supplies Miscellaneous Supplies										
9242 - HENRY SCHEIN INC.	62446209	Dental Supplies for Sealant Program	Edit		02/21/2019	03/05/2019	03/05/2019			421.55
								Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$421.55</u>
								Department 301001 - Health - Administration Totals	Invoice Transactions 8	<u>\$4,256.90</u>
								Fund 2322 - Dental Sealant 132T Grant Totals	Invoice Transactions 8	<u>\$4,256.90</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2323 - Personal Responsibility Ed Pr Fd											
Department 301001 - Health - Administration											
Account 705.05 - Professional Services Computer Access Line Fees											
51874 - VERIZON WIRELESS	9824782662	iPad Service	Paid by Check		02/23/2019	03/15/2019	* 03/11/2019		03/11/2019	40.17	
			# 645660								
									Account 705.05 - Professional Services Computer Access Line Fees Totals	Invoice Transactions 1	<u>\$40.17</u>
Account 747.14 - Refunds, Claims and Reimbursements Reimbursements											
18671 - CANTON CITY TREASURER	Nov18-Jan19	PREP Printing/Copying	Edit		03/05/2019	03/05/2019	* 03/05/2019			13.03	
	Copy	Reimbursement									
									Account 747.14 - Refunds, Claims and Reimbursements Reimbursements Totals	Invoice Transactions 1	<u>\$13.03</u>
Account 772.20 - Travel Registration/Tuition											
7335 - HUNTINGTON NATIONAL BANK	M.Malloy Reg.	Human Trafficking	Paid by Check		03/05/2019	03/05/2019	03/11/2019		03/11/2019	37.79	
		Training/Conf, 4/26/19,	# 645642								
		Canton, M. Malloy									
									Account 772.20 - Travel Registration/Tuition Totals	Invoice Transactions 1	<u>\$37.79</u>
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
7335 - HUNTINGTON NATIONAL BANK	F.Catrone Hotel	Drury Inn, F. Catrone,	Paid by Check		03/03/2019	03/05/2019	03/11/2019		03/11/2019	219.98	
		2/5/19 - 2/7/19	# 645640								
									Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 1	<u>\$219.98</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 4	<u>\$310.97</u>
									Fund 2323 - Personal Responsibility Ed Pr Fd Totals	Invoice Transactions 4	<u>\$310.97</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2327 - Lead Assessment Fund										
Department 301001 - Health - Administration										
Account 705.06 - Professional Services Other Professional Services										
50260 - ACCURATE ANALYTICAL TESTING	L131771	Dust/Soil Sample Analysis for Lead Based Paint Testing	Edit		03/11/2019	04/10/2019	03/19/2019			56.00
							Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions	1	<u>\$56.00</u>
							Department 301001 - Health - Administration Totals	Invoice Transactions	1	<u>\$56.00</u>
							Fund 2327 - Lead Assessment Fund Totals	Invoice Transactions	1	<u>\$56.00</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2331 - Air Pollution (134)											
Department 301001 - Health - Administration											
Account 705.06 - Professional Services Other Professional Services											
36075 - TISCH ENVIRONMENTAL INC	00025895	Air Monitoring Equipment Recalibration	Edit		03/04/2019	05/04/2019	03/13/2019			205.00	
									Account 705.06 - Professional Services Other Professional Services Totals	Invoice Transactions 1	<u>\$205.00</u>
Account 705.11 - Professional Services EQ/Office Equipment Repair											
42568 - MESA LABS	INV-289989	Air monitoring equipment repairs and service, as needed in 2019	Edit		02/20/2019	03/22/2019	03/05/2019			651.00	
									Account 705.11 - Professional Services EQ/Office Equipment Repair Totals	Invoice Transactions 1	<u>\$651.00</u>
Account 706.18 - Contract Service Car Wash											
1597 - RED CARPET CAR WASH	Feb19 APC	Car Washes, as needed in 2019 - APC	Edit		02/28/2019	03/18/2019	03/18/2019			8.50	
									Account 706.18 - Contract Service Car Wash Totals	Invoice Transactions 1	<u>\$8.50</u>
Account 713.12 - Utilities Electric											
1366 - OHIO EDISON CO.	Feb19 APC	110 033 872 497	Paid by Check # 645901		03/07/2019	03/28/2019	03/15/2019		03/15/2019	118.06	
									Account 713.12 - Utilities Electric Totals	Invoice Transactions 1	<u>\$118.06</u>
Account 713.13 - Utilities Telephone											
51874 - VERIZON WIRELESS	9824865066	APC Cell Phone Service, Staff Field Work	Paid by Check # 645660		02/23/2019	03/15/2019	03/11/2019		03/11/2019	151.38	
									Account 713.13 - Utilities Telephone Totals	Invoice Transactions 1	<u>\$151.38</u>
Account 734.13 - Supplies Freight											
42568 - MESA LABS	INV-289989	Air monitoring equipment repairs and service, as needed in 2019	Edit		02/20/2019	03/22/2019	03/05/2019			32.00	
36075 - TISCH ENVIRONMENTAL INC	00025895	Air Monitoring Equipment Recalibration	Edit		03/04/2019	05/04/2019	03/13/2019			16.75	
52018 - DWYER INSTRUMENTS INC	04675569	NIST - certification of manometer, APC	Edit		03/06/2019	04/06/2019	03/18/2019			9.38	
39452 - UPS	E11A07069,	E11A07079, E11A07109	Edit		02/09/2019	03/19/2019	03/19/2019			130.85	
									Account 734.13 - Supplies Freight Totals	Invoice Transactions 4	<u>\$188.98</u>
Account 734.57 - Supplies Machine Parts and Supplies											
21121 - GRAINGER	9097552237,	9097552245, 9103688983, 9103688975	Edit		02/25/2019	03/19/2019	03/19/2019			65.78	
									Account 734.57 - Supplies Machine Parts and Supplies Totals	Invoice Transactions 1	<u>\$65.78</u>



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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 2331 - Air Pollution (134)											
Department 301001 - Health - Administration											
Account 772.20 - Travel Registration/Tuition											
11047 - TRAINING SERVICES INTERNATIONAL	24013, 24015, 24014		Edit		02/18/2019	03/05/2019	03/05/2019			995.00	
									Account 772.20 - Travel Registration/Tuition Totals	Invoice Transactions 1	<u>\$995.00</u>
Account 772.40 - Travel Meals, Lodging, Plane, etc.											
39909 - LINDA MORCKEL	2/19/19 Travel	Air Monitoring Workgroup/Training Academy, 2/19-2/20, Columbus	Paid by Check # 646090		03/12/2019	03/12/2019	03/20/2019		03/20/2019	7.00	
									Account 772.40 - Travel Meals, Lodging, Plane, etc. Totals	Invoice Transactions 1	<u>\$7.00</u>
Account 773.43 - Lease and Rental Payments Other Rentals											
51903 - AIRGAS, INC	9959999679	Gas Cylinder Rental for 2019	Edit		02/28/2019	03/30/2019	03/18/2019			27.20	
									Account 773.43 - Lease and Rental Payments Other Rentals Totals	Invoice Transactions 1	<u>\$27.20</u>
									Department 301001 - Health - Administration Totals	Invoice Transactions 13	<u>\$2,417.90</u>
									Fund 2331 - Air Pollution (134) Totals	Invoice Transactions 13	<u>\$2,417.90</u>



Accounts Payable by G/L Distribution Report

G/L Date Range 02/21/19 - 03/20/19

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 201 - Accounts Payable											
38997 - MATHESON TRI-GAS INC	19137466	Propane for Recycling Center, as needed in 2019	Edit		02/06/2019	03/08/2019	03/05/2019			(43.95)	
2122 - YOHE SUPPLY COMPANY	278237	Drive Through Bell Kits for Recycle Center	Edit		03/12/2019	03/18/2019	03/18/2019			(125.00)	
									Account 201 - Accounts Payable Totals	Invoice Transactions 2	<u>(\$168.95)</u>
Department 307001 - Environmental Health Administration											
Account 734.21 - Supplies Fuels											
38997 - MATHESON TRI-GAS INC	19137466	Propane for Recycling Center, as needed in 2019	Edit		02/06/2019	03/08/2019	03/05/2019			43.95	
									Account 734.21 - Supplies Fuels Totals	Invoice Transactions 1	<u>\$43.95</u>
Account 734.58 - Supplies Miscellaneous Supplies											
2122 - YOHE SUPPLY COMPANY	278237	Drive Through Bell Kits for Recycle Center	Edit		03/12/2019	03/18/2019	03/18/2019			125.00	
									Account 734.58 - Supplies Miscellaneous Supplies Totals	Invoice Transactions 1	<u>\$125.00</u>
									Department 307001 - Environmental Health Administration Totals	Invoice Transactions 2	<u>\$168.95</u>
									Fund 2354 - Solid Waste Disposal License Totals	Invoice Transactions 4	<u>\$0.00</u>
									Grand Totals	Invoice Transactions 108	<u>\$400,270.99</u>

* = Prior Fiscal Year Activity



Public Health
Prevent, Promote, Protect.

Canton City Public Health

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

1. Full-Time Neighborhood Navigator/HUB Assistant (R2) Position Description
2. Full-Time Clinical Receptionist/Office Assistant (R2) Position Description



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Canton City Health District

Position Description

Canton City Health District
DRAFT

Position Title:	Neighborhood Navigator/HUB Assistant		Position #:	
Working Title:	Stark County THRIVE Neighborhood Navigator/Stark County THRIVE Pathways HUB Assistant		CS Status:	Classified
Division or Unit:	Office of Public Health Information		Reports to:	THRIVE Project Manager
Employment Status:	Full-time	Pay Grade:	R2	FLSA Status: Non-exempt
Funding Source:	OEI and Medicaid Contract Funding – THRIVE Fund 2314			

Position Summary: Serves as the Stark County THRIVE Neighborhood Navigator responsible for outreach and engagement of eligible pregnant at-risk women. The Navigator is responsible for connecting women to comprehensive clinical care and other needed services. Navigator facilitates access to services by acting as the liaison between health, social service providers and the community. Responsible for developing and maintaining a portfolio of resources. The goal is to improve birth outcomes among women served. Navigator works as a team or project member, participating in community health fairs, conducting presentations to community and neighborhood groups and working one-on-one with pregnant women.

Essential Duties and Responsibilities:

75%

- Use Ohio Department of Health (ODH) defined criteria to identify at-risk pregnant women residing in a hot spot zip code, conduct screenings using ODH defined criteria and make connection/referral to needed services.
- Responsible for establishing trusting relations with women and families while providing general support and encouragement.
- Conduct intake interviews using ODH screening tool.
- Submit forms to THRIVE for assignment to appropriate care coordinator/Certified Community Health Worker/home visitor e.g. Moms and Babies First, Help Me Grow and Stark County THRIVE Pathways HUB and other service providers as indicated based on client responses during screening per the THRIVE prenatal referral flow chart.
- Complete referral pursuant to established program guidelines.
- Provide follow up to women via phone calls to monitor connection to services.
- Document referral and risk status via the ODH platform.
- Obtain information outlining status of client referrals and outcomes from service provider.
- Meet with Project Manager to review and outline next steps to address barriers to meeting project goals.
- Meet quarterly and annual productivity goals.
- Submit periodic reports to the Project Manager including a narrative on activities that will be included in the Progress Report submitted to ODH.

25%

- Responsible for assisting with data entry of Pathways client documentation forms into online HUB database (Care Coordination Systems).
- Attend various coalition and planning meetings throughout the community related to health disparities, healthy pregnancy, early childhood and infant mortality.
- Serve as a member of the Stark County THRIVE Core Team.
- Use the Pathways database to create monthly reports to update care coordination agency site supervisors on staff's productivity.

- Assist THRIVE Pathways HUB Coordinator in developing monthly reports for funders and contracted agencies to evaluate progress of program goals and objectives.
- Assist with day to day operations of the Pathways HUB.

Other Duties and Responsibilities:

Navigator/HUB Assistant will work with the Social Determinants of Health Team, Community Advisory Committee and providers of services to develop a strategic outreach plan that is integrated into existing community assets, implemented seamlessly, and ongoing. The focus will be about advancing the mission, advancing support for the infant vitality work and increasing awareness in the community.

Minimum Qualifications:

- Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate with or without reasonable accommodations that the essential functions of the job can be performed. Examples of skills that are needed to perform this job include.
- Ability to record, organize, analyze and present data and program overview with accuracy, thoroughness and attention to detail.
- Demonstrate interpersonal skills that support patience, resourcefulness, enthusiasm, flexibility and empathy.
- Ability to work independently and conduct outreach to community members efficiently and effectively.
- Ability to communicate professionally, clearly, and concisely, both orally and in writing.
- Ability to interpret and apply Federal and State regulations, procedures, policies into all aspects of the work.
- Must be able to provide exceptional customer service to the staff and public.
- Proficiency in computer operation including email, Internet, Microsoft Office suite and other web-based programs.
- Experience working in a multi-cultural setting.
- Experience working in a community-based setting. Minimum of 2 years is preferred.

Key Competencies

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

- Analytical and Assessment Skills: 1A2, 1A4, 1B5, 1A8, 1A10
- Policy Development and Program Planning Skills: 2A2, 2A3, 2A4, 2A6, 2A8, 2A10, 2A11
- Communication Skills: 3A2, 3A5, 3A6, 3A7
- Cultural Competency Skills: 4A4, 4A5
- Community Dimensions of Practice Skills: 5A4, 5B5, 5A6, 5A7, 5B8, 5A9
- Public Health Sciences Skills: n/a
- Financial Planning and Management Skills: 7A1, 7B2, 7A3, 7A10, 7A11, 7A12, 7A14
- Leadership and Systems Thinking Skills: 8A1, 8A4, 8B6, 8A 7, 8B9

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: 1B1, 1A2, 1A3, 1B4, 1A5
- Accountability: 2A1, 2A2, 2A3, 2A4, 2A5, 2A6, 2A7, 2A8
- Equity, Ethics and Fairness: 3A1, 3A2, 3A3, 3A4, 3A5
- Continuous Quality Improvement: 4A1, 4A2, 4A3, 4A4, 4B5, 4A6



Position Description

Canton City Health District
DRAFT

- Occupational Health and Safety: 5A1, 5A2, 5A3, 5A4, 5A5, 5A6
- Emergency Preparedness: 6A1, 6A2, 6A3

Preferred Qualifications:

- Current Ohio Board of Nursing certification as a Community Health Worker

Minimum Credentials:

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

- Valid Ohio driver's license with good driving record.
- Minimum of high school education.
- Must be able to pass a background check.

Work Environment:

- Usual office environment with frequent sitting, walking, and standing, and occasional climbing, stooping, kneeling, crouching, crawling, and balancing. Frequent use of eye, hand, and finger coordination enabling the use of office machinery. Oral and auditory capacity enabling interpersonal communication as well as communication through automated devices such as the telephone.
- Ability to travel occasionally domestically.

Approval:

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

Revision History:

Dates of prior approved versions:

Employee Statement:

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

Employee Signature

Date

Printed Name



Position Description

Canton City Public Health
DRAFT

Position Title:	Clinical Receptionist/Office Assistant		Position #:	
Working Title:	Nursing Clinical Assistant		CS Status:	Classified
Division or Unit:	Nursing	Reports to:	Nursing Office Manager	
Employment Status:	Full-Time	Pay Grade:	R2	FLSA Status: Non-Exempt
Funding Source:	General fund and special funds			

Position Summary: Nursing Clinical Assistant performs medical clerical duties in a noisy, fast-paced setting and must be knowledgeable in, and adhere to, nursing policies and procedures. This position engages in repetitive clerical work and must be able to multi-task and facilitate and manage all types of nursing clinics. This individual must maintain confidentiality and possess required knowledge, skills, abilities and experience to maintain accurate data and statistics and be able to explain and demonstrate the essential functions of the job.

- Essential Duties and Responsibilities:**
- 60% Direct and Indirect Clinical Services
 - Provide direct patient services such as patient registration, scheduling appointments, paperwork processing, verifying insurance eligibility, and maintaining clinic flow.
 - Use various software and Internet programs to create/maintain data, process paperwork, schedule appointments, and register patients.
 - Contact patients for appointment reminders and follow-up on missed appointments. This includes utilizing a translation line for foreign speaking families.
 - Process sliding fee discount applications, calculate payment due, collect payments, and generate payment reports.
 - Process billing to various in-network insurance carriers utilizing appropriate ICD-10 and CPT codes, as well as resubmitting and appealing unpaid claims when appropriate.
 - Prepare aggregate data of clinical processes for various department reports.
 - 30% Non-Clinical Services
 - Greet and communicate with visitors, patients or callers and handle their inquiries or direct them to the appropriate persons according to their needs.
 - Provide information to supervisors, co-workers, and clients by telephone, in written form, e-mail, or in person.
 - Complete non-clinical services as directed by grant funding.
 - Create new documents, edit existing documents and prepare reports using standard office software such as Microsoft Word and Microsoft Excel.
 - Locate and store files on shared network drives and other locations.
 - Perform day-to-day administrative tasks such as updating/maintaining forms, ordering supplies, maintaining office equipment, and maintaining documents, correspondence, or other material.
 - Participate in training and professional development.
 - Develop specific goals and plans to prioritize, organize, and accomplish job responsibilities.
 - Receive, sort, and distribute mail.

- In the event of a public health emergency, the Nursing Clinical Assistant will respond and follow the Incident Command structure to participate and provide support as necessary.
- 10% Other duties as assigned.

Other Duties and Responsibilities:

- Nursing Clinical Assistant follows the instructions and performs the duties required by the Director of Nursing, Nursing Supervisor, Office Manager or appointing authority. These essential duties are subject to change and in no manner state that these are the only duties and responsibilities to be performed.

Minimum Qualifications:

- Must have high school diploma or equivalent and complete a standard course in high school including or supplemented by a course in typing and Microsoft Office, basic spreadsheet functions, or any equivalent combination of experience and training.

Preferred Qualifications:

- Knowledge of medical terminology preferred.

Minimum Credentials:

- The following credentials must be acquired and maintained prior to initial hire:
- None

Key Competencies:

The following Council on Linkages Core Competencies (Adopted May 2010) for this position include:

- Analytic & Assessment Skills: 1A4, 1A6, 1A7, 1A8, 1A11
- Policy Development & Program Planning Skills: 2A1, 2A4, 2A6, 2A7, 2A9, 2A10
- Communication Skills: 3A1, 3A2, 3A4
- Cultural Competency Skills: 4A1, 4A2, 4A3
- Community Dimensions of Practice Skills: 5A6, 5A8
- Public Health Sciences Skills: N/A
- Financial Planning & Management Skills: 7A3, 7A5, 7A9, 7A10, 7A11
- Leadership and Systems Thinking Skills: 8A1, 8A3, 8A4, 8A5, 8A6

Canton City Public Health has adopted the following Organizational Competencies that all employees are expected to achieve:

- Customer Focus
- Accountability
- Equity and Fairness
- Continuous Quality Improvement
- Occupational Health and Safety
- Training; Training Group #
- Emergency Preparedness

Work Environment:

General office setting in the health department facility. Work performed in this position may be subject to challenging interactions with patients. The noise level in the work environment is usually moderate. There may be occasional exposure to unruly children and/or adults and blood,



Position Description

Canton City Public Health
DRAFT

bodily fluids, and tissue. Occasional operation of a vehicle may be required. Must be able to sit, stand, and reach above shoulder level. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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

Revision History: Dates of prior approved versions:

Employee Statement:

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

Employee Signature

Date

Printed Name



Public Health
Prevent, Promote, Protect.

Canton City Public Health

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

1. 2019-04 Rescind Various Sections of the Health Code, Third Reading
2. 2019-05 Amending Section 207.10 of the Health Code – Overtime and Compensatory Compensation
3. 2019-06 Amending Section 207.11 of the Health Code – Attendance, Leave of Absence, Family Medical Leave

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

March 25, 2019
Third Reading

March 25, 2019
Effective Date

Resolution 2019-05

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

WHEREAS the Board of Health has established work rules for its employees in the areas of hours worked, 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 is unpaid, for each regular assigned work shift. At no time shall a full-time employee take less than one-half hour meal break during any assigned shift.
 - (3) Each non-full-time employee shall have no less than a one-half hour unpaid meal break for a scheduled workday of four (4) hours or greater.
 - (4) During meal breaks, employees shall be relieved of duty and shall not conduct any work duties. These meal breaks may be scheduled as determined by the employee's immediate supervisor or the Health Commissioner. Any change of meal break time period shall be pre-approved by the employee's immediate supervisor or Health Commissioner.
- (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 allowed to work more than their assigned shift with prior approval from their immediate supervisor or the Health Commissioner.
 - (1) A nonexempt full-time or part time employee shall receive overtime compensation for hours worked over 40 hours in a work week 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 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 40 hours in a work week in 15-minute increments.
 - (2) An exempt full-time employee may receive overtime compensation for hours worked over 40 hours in a work week in the form of overtime pay or compensatory time as determined by the Health Commissioner. The form of overtime compensation shall be determined prior earning

overtime compensation or compensatory time. Overtime compensation shall be earned at a rate of one hour for each hour worked over 40 hours worked in 15-minute increments.

- (3) When any employee is scheduled to work on a federally designated holiday, as defined in section 207.19 of the Canton City Health Code, they shall receive overtime compensation or compensatory time at a rate of two hours for every hour worked over their normally assigned work shift.
- (4) When any employee is scheduled to work on a different day after the completion of their normal work that employee shall be entitled to a minimum of one hour of compensation, regardless of the actual amount of time worked. For example, if an employee is required to come to work on a Saturday and the work takes less than one hour to complete, the employee shall receive one hour of compensation. If the work takes more than one hour to complete, 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 approval from the Health Commissioner. Upon termination of employment, employees with unused compensatory time shall be paid at a rate not less than their final regular rate of pay, whichever is higher.
- (e) Employees may use accrued compensatory time with the approval of their immediate supervisor considering 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).
- (g) When an employee is required by the Health Commissioner to travel out of the Canton City Health District jurisdiction, such employee may be credited for the travel time necessary for the employee to travel from the employee's normal place of employment to the place of assignment and return to the normal place of employment. If such travel time results in the employee working more than their assigned work shift, then subsection (c) shall apply.

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

APPROVED

President, Canton City Board of Health

ATTEST

Secretary, Canton City Board of Health

Resolution 2019-06

*A resolution amending Chapter 207 of the Canton City Health Code –
Attendance; Leave of Absence; Family Medical Leave.*

WHEREAS the Board of Health desires to provide provisions for a leave of absence for staff under certain limited conditions, and

WHEREAS the current section 207.11 of the Canton City Health Code contains provisions that are conflicting and in need of revision.

BE IT RESOLVED that section 207.11 of the Canton City Health Code is amended as follows:

207.11 LEAVE OF ABSENCE; ATTENDANCE.

- (a) **FAMILY MEDICAL LEAVE** Employees who have worked for the Board for at least 12 months and a minimum of 1250 hours during the 12 months prior to the start of the leave, are eligible for up to twelve (12) weeks in a single 12-month period of unpaid Family Medical Leave (FMLA). FMLA leave may be used for a serious health condition of an employee, his or her spouse, parent or child, to care for a newborn child or a child placed with the employee for adoption or foster care, as well as designated military FMLA. To qualify for FMLA, an employee's health care provider must complete the appropriate certification. Any accrued paid leave shall be used concurrently with FMLA. Forms for FMLA leave may be obtained from the Canton City Public Health Fiscal Officer. Questions about FMLA should be directed to the City of Canton Human Resource Department.
- (b) Medical Leave. In cases where an employee's FMLA and/or sick leave has been exhausted, or an employee is not eligible for FMLA, the Board of Health may grant an unpaid leave of absence for a period not to exceed six months for reasons which include a serious health condition of an employee, his or her spouse, parent or child, or to care for a newborn child, or a child placed with the employee for adoption or foster care. Substantiating medical documentation must be provided at least 30 days prior to the Medical Leave of Absence being granted when foreseeable, or as soon as practical under emergency circumstances. All accrued compensated leave, such as sick leave and vacation must be used by an employee before an unpaid leave of absence can commence. While on a designated Medical Leave of Absence, an employee shall not receive compensation, accrue sick leave, vacation, longevity, seniority, or years of service for any purpose. However an employee retains all vacation, longevity and seniority benefits, and the employee's anniversary date will not be altered. An employee on a Medical Leave of Absence may continue hospitalization, life insurance and other health and welfare benefits by making arrangements to pay the required employees' cost of monthly premiums.
- (c) Personal Leave. The Board of Health may grant a personal leave of absence for good cause for a period not to exceed six months. During a personal leave of absence, an employee shall not receive compensation, accrue sick leave, vacation, longevity, seniority, or years of service for any purpose. An employee on a personal leave of absence may continue hospitalization, life insurance and other health and welfare benefits by making arrangements to pay the required employees' cost of monthly premiums. An employee shall use all vacation days or other type of compensated leave (e.g. Compensatory Time) prior to utilizing the unpaid Personal Leave of Absence.
- (d) Attendance Required. Attendance during regular scheduled hours of work, reporting to work on time and continuing to work to the end of the work period shall be required of every employee. Failure to do so is neglect of duty and may result in disciplinary action

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

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

APPROVED

President, Canton City Board of Health

ATTEST

Secretary, Canton City Board of Health



Public Health
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Canton City Public Health

Board of Health Meeting
Monday, March 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 and Performance Management – **No report**

Canton City Public Health

February 2019 Report (Meeting 3/25/19)

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	19	54
Tuberculosis (TB) Mantoux	6	4	29
Travel	4	19	54
S.T.I.	8	69	143
C.T.S. Clinic	5	1	3
C.T.S. Testing		1	2
Field/Outreach Testing		2	3
SWAP	4	201	355
SWAP Testing		5	8
SWAP Vaccination Clinic	4	0	6
Hepatitis A Outbreak Clinic	1	21	21

DENTAL SEALANT PROGRAM

	Students Screened	YTD Screened	Students Sealed	YTD Sealed
Dental Sealants	456	678	283	429

HIV TESTING

	Month	YTD	HIV+ Month	HIV+ YTD	Discordant	Discordant YTD
Tests Performed	20	38	0	1	2	3
Results Given	20	38	0	1	2	3

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			4	6
STD/HIV Programs (Quest) – Goal 8 programs per year				
Communicable Disease Programs	0	0	0	0
Health Promotions / Fairs (Goodwill Parenting talks)	0	0	24	24
Immunization Action Plan – Maximizing Office Based Immunization Programs (MOBI) – Goal 11 per year	2	2		
Immunization Action Plan – Teen Immunization Education Sessions (TIES) – Goal 11 per year	2	2		
DIS Interviews and/or Visits	13	21		
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]	8	11		

**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
February 2019	1,966	5,229

Canton City Health Department

February 2018 (Meeting 3/26/2018)

LABORATORY

Program	Tests	Tests Positive	Proficiency Testing	YTD Samples Tested	YTD Samples Positive	YTD Proficiency Testing
WATER:						
Private	85	27	0	196	58	0
Public	26	1	0	61	4	0
Commercial	0	0	0	0	0	0
Other	0	0	0	0	0	0
FOOD SERVICES:						
Frozen Desserts	60	6	0	112	9	0
Other Exams	0	0	0	0	0	0
CLINICAL:						
Gonorrhea-smear	17	2	5	36	3	5
N.G.U.	17	10	0	36	24	0
Gonorrhea-culture	24	2	5	69	2	5
Oxidase Reflex	17	4	0	45	6	0
Culture Gram Stain Reflex	4	4	0	6	6	0
Sugar Confirmation Reflex	4	2	0	6	2	0
Gonorrhea-Gene amp.	57	3	5	122	5	5
Chlamydia-Gene amp.	57	5	5	122	14	5
Syphilis Serology Qualitative	55	3	0	112	5	0
Syphilis Serology Quantitative	3	3	0	5	5	0
Candida	16	1	0	39	5	0
Gardnerella	16	12	0	39	22	0
Trichomonas	16	1	0	39	3	0
Pregnancy-urine	1	1	0	4	1	0
HIV screen	21	0	0	39	2	0
HIV Insti Confirmatory	0	0	0	2	1	0
Blood Lead	0	0	0	0	0	2
HCV Antibody screening	4	1	0	7	1	0
MISCELLANEOUS:						
Pollen counts	0	0	0	0	0	0
Other Exams	1	1	0	2	1	0
Misc. (insects, etc.)	1	1	0	1	1	0

Canton City Public Health

February Report (Meeting 3/25/2019)

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	206 / 340	205 / 334	165 / 286	0.45 / 0.45	4.45 / 5.40
Animal Bite Investigations*	26 / 49				

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	23,580 / 39,060	1,179 / 1,953	4,841.01 / 13,386.01	** /	9,826.0 / 12,966.0	8,960.0 / 14,330.0	\$1691.19 / \$2,319.16

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 (3/1/2018-2/28/2019)	1 / 2	1 / 2	917	253	253 / 917
Swimming Pools / Spas (5/1/2019-4/30/2020)	-	-	18	-	0 / 18
Schools (08/15/2018-5-31-2019)	-	-	76	-	10 / 40

Body Art (Tattoos) (1/1/2019-12/31/2019)	-	-	8	-	0/8
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NOTES:

1. M / YTD = Monthly / Year to Date
2. * Cases are being maintained in HDIS instead of SCF, therefore, the same parameters listed above are not maintained.
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.

NUISANCE UPDATES:

- Posted two seasonal part time job openings to assist with our mosquito program. To encourage diversity in applicants, the postings went to the following organizations: Fatherhood Coalition, Ohio Means Jobs, Project Rebuild, Stark State, and Stark County Veteran’s Center, Stark County Veteran’s Service Commission Twitter and Facebook.
- Will be posting at least one position for a part time recycling technician to help at the Recycle Center.

FOOD UPDATES:

- Ohio Dept. of Agriculture conducted a survey on our Food Services Program during the week of March 13-21. The final report will be sent to the Mayor in approximately 3 weeks.
- I have completed and received approval for a Temporary Food License Policy, Desk Watch Policy, Enforcement Policy, and Food Service Employee Training Policy. Currently updating the Plan Review Policy to ensure timely approvals on new licensed facilities.
- The Food Service staff completed all of their food licensing inspections on time this year. The due date was Feb. 28.
- Food Service staff has held several meetings to address problems within this program. We have implemented QI tools such as a Roosevelt Matrix (Do, Decide, Delegate or Dump) and an Action Plan to determine priorities/non-priorities. The top 3 priorities are: decrease the number of critical food safety violations, improve training and education in food safety staff and in the community, and prevent getting behind on inspections. I have included the Action Plan for review.
- Plans approved: Mi Bandera Guatemala at 921 12 St. NW. We received plans on 1/22 and approved 2/21.
- Plans received R Bar and Grill at 918 Cherry Ave. NE. Not wanting to open until June 2019.
- Temporary Events Inspected: 4
- Upcoming Events:
 - Stark County Home and Garden Show 3/15-3/17
 - Celebrity Cuisine 3/19

- VegBash, 3/22
- PierogiFest 3/24
- Motorcycle Swap Meet 3/27

RABIES/ANIMAL BITES

- Completed an Ohio Dept. of Health annual animal Bite and Exposure Events Survey. In 2018, Canton City residents reported 319 human exposures: 305 bites and 14 non-bites. Dogs caused 273 exposures, cats caused 43 exposures, and a raccoon caused 1. To assist with decreasing the number of dog bites within in the City of Canton, EH will implement an awareness campaign in May 2019. A Malone University intern, Karleigh Steichert, has drafted a Dog Bite Prevention flyer to be disseminated through the City and coupled with social media blasts. We will chart the effectiveness of this campaign by monitoring dog bites before and after implementation and showing results on graphs and charts.

Canton City Public Health

February 2019 Report (Meeting 03/25/19)

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:*
 - Ozone season began March 1, 2019. The work on the shelter at Malone University was completed; it included a new roof, gutter/downspout, insulation and siding, and pre-hung door.

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	January 2015	January 2016	January 2017	January 2018	January 2019
#1 Health Department	12.0	9.8	9.6	8.7	9.4
#15 Fire Station #8	12.9	10.9	10.3	10.7	10.0

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	February 2015	February 2016	February 2017	February 2018	February 2019
# of AQI Reporting Days	19	20	20	20	19
Highest AQI Value	28	30	75	69	64
# of Days in Good Category	19	20	18	14	12
# of Days in Moderate Category	0	0	2	6	7
# 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

February 2019

Activity	Month Totals						CYTD Totals					
	OB	Asb	HPF	NPF	Ot	Total	OB	Asb	HPF	NPF	Ot	Total
INSPECTIONS												
1. Full Compliance Evaluation (FCE) inspections			0	0		0			0	0		0
2. Site Visits conducted (non-complaint)	1		1	0	0	2	1		2	0	0	3
3. Performance tests observed			0	0		0			1	0		1
4. Opacity observations conducted			0	0	0	0			1	0	0	1
5. Anti-tampering inspections					0	0					0	0
COMPLAINTS												
6. Complaints received	4	0	0	0	0	4	9	2	2	0	1	14
7. Complaints investigated	4	0	0	0	0	4	10	2	1	0	1	14
ENFORCEMENT												
8. Warning actions taken	0	0	0	0	0	0	2	0	0	0	0	2
9. General NC enforcement actions taken	2	1	0	0	0	3	5	1	1	0	0	7
10. Significant NC enforcement actions taken	0	0	0	0	1	1	1	0	0	0	1	2
11. GNC Resolved without further action – Local	2	1	0	0	0	3	5	1	1	0	0	7
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	1	0	0	0	1	2	1	0	0	0	1	2
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	
ASBESTOS				
15. Demo/Renovation notifications received	6		17	
16. Demo/Renovation inspections performed	0		2	
17. Non-Notifier inspections performed	0		1	
18. Asbestos Landfill inspection performed	0		0	
OPEN BURNING ISSUANCE	Received	Issued	Received	Issued
19. Open Burning Notifications	1	2	3	4
20. Open Burning Permissions	1	1	3	3

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.

- 02/01/19: Canton APC conducted site visit observations of the CBCF VTD steam stack at Title V facility, Republic Steel, located at 2633 8th St NE, Canton. The observations revealed the ambient conditions was causing the steam to condense and collect on the Canton APC ambient air sampling equipment located across the street. A sample of the condensate was collected and analyzed for metals content. The analysis shows the steam from the VTD contains metals, which provides more justification for identifying an accurate test method to stack test the VTD stack. The VTD stack was ordered to be stack tested by the Ohio EPA Director in the 06/29/2018 Unilateral Findings and Orders, but a test has not yet occurred since a proper test method for measuring steam stack has not been agreed upon.
- 02/09/19: Canton APC sent a significant non-compliance notice of violation letter to Sterilite of Ohio, located at 4495 Sterilite St SE, Massillon, for operating their plastic injection molding facility without a proper air pollution permit since 1998. A compliant that was received and investigated in December 2018 caused Canton APC to discover this issue. The facility has until 03/22/19 to submit their permit application. This case has been referred to Ohio EPA for further enforcement action.
- 02/13/19: In January 2019, Canton APC sent a significant non-compliance notice of violation letter was sent to Terry Wigington for conducting large open burning of couches, recliners, mattresses, and other household items at their residence located at 3660 Erie St SW, Perry Township. After consultation with Ohio EPA in February 2019, it was decided to refer this case to Ohio EPA for further enforcement action.
- 02/14/19: Canton APC sent Cleveland Demolition, LLC a general non-compliance notice of violation./resolution of violation letter for particulate matter emissions generated during demolition of the former Canton Health Center located at 1223 Market Ave North, Canton, Ohio. Since this is within City limits and an Appendix A area, the owner/operator of a demolition project shall take appropriate measures to control fugitive dust emissions from the demolition of a building.

PERSONNEL:

- 02/25/19: The Board of Health approved the transfer of Kimberly Campbell to APC Engineering Technician I from the EH Staff Sanitarian II position. This fills the Engineering Technician vacancy from when Nathan Sobczak was promoted to APC Engineer. Kim’s first work day for Canton APC is 03/04/19.

PERMITTING:

Facility Universe in Stark County (APC Jurisdiction)

	January 2019 End Balance	Facilities shutdown in February 2019	New Facilities in February 2019	Facilities changed type in February 2019	February 2019 End Balance
# of Title V Facilities	19	0	0	0	19
# of FEPTIO Facilities	19	0	0	-1	18
# of NTV Facilities	181	-1	0	+1	181
# of PBR Facilities	285	0	0	0	285

- Blair’s Cleaners located at 3775 Cleveland Ave NW, Canton, shutdown their dry cleaning operations when they sold their property in June 2018, and recently informed Canton APC of the change.

Summary of Permit Activity for February 2019

	Incoming	Outgoing	
	Applications Received	Draft Issued Permits	Final Issued* Permits
Installation Permits	2	0	0
Renewal Permits	1	0	0
Other Permits	0	0	0
PBRs	0	n/a	0
TOTAL	3	0	0

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

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:** We didn’t have any permits issued this month. Several installation permit applications have been received in the last couple months, which are the highest priority for processing, so staff have been focused on those. Staff are also 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. Supervisor permit reviews will need to be prioritized for completion by the end of March to maintain our performance.

Canton City Public Health

February Report 2019 (Meeting 3/25/2019)

VITAL STATISTICS

Certificates Issued	FEB 2019	2019 YTD	2018 YTD
Death Certificates Issued	511	1,149	1,306
Birth Certificates Issued	871	1,701	1,485

*Births Total Residents & Nonresidents	FEB 2019	2019 YTD	2019 YTD
Births	323	693	
Unmarried Parent Births	153	342	49%
Births to Mothers aged 14 and under	-	2	0%
Births to Mothers aged 15 - 17	9	19	3%
Births to Mothers aged 18 - 19	17	35	5%
Births to Mothers aged 20 - 24	62	159	23%
Births to Mothers aged 25 - 29	115	216	31%
Births to Mothers aged 30 - 34	74	171	25%
Births to Mothers aged 35 - 39	36	75	11%
Births to Mothers aged 40 - 44	9	15	2%
Births to Mothers aged 45 and over	1	1	0

Deaths in Canton City	FEB 2019	2019 YTD	YTD Male	YTD Female
Total	141	326	46%	54%
Deaths aged less than 1 day	-	1	100%	0%
Deaths aged less than 1 year	-	1	100%	0%
Deaths aged 1 - 3	-	-	0%	0%
Deaths aged 4 - 9	-	-	0%	0%
Deaths aged 10 - 19	-	1	100%	0%
Deaths aged 20 - 29	1	4	50%	50%
Deaths aged 30 - 39	6	12	67%	33%
Deaths aged 40 - 49	7	12	58%	42%
Deaths aged 50 - 59	11	24	58%	42%
Deaths aged 60 - 69	23	59	49%	51%
Deaths aged 70 - 79	36	79	41%	59%
Deaths aged 80 and over	57	133	41%	59%

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

City of Canton
Statement Of Cash Position

Report Date: 02/28/2019

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	\$5,803.83	\$12,963.81	\$5,300.03	\$8,225.24	\$150,150.09	\$2,803.15	\$147,346.94
2313 - Local Health Dept Prev Support	\$231,946.87	\$0.00	\$0.00	\$7,263.51	\$10,922.93	\$221,023.94	\$12,704.51	\$208,319.43
2314 - Family Health (476)	\$203,756.23	\$143,764.36	\$399,799.08	\$52,399.96	\$88,822.22	\$514,733.09	\$478,138.29	\$36,594.80
2315 - HTLV Antibody (Aids)	\$3,635.85	\$0.00	\$0.00	\$62.54	\$62.54	\$3,573.31	\$0.00	\$3,573.31
2316 - WIC Supplemental Health - FY 77	\$377,808.98	\$107,043.33	\$203,269.59	\$97,698.76	\$204,822.90	\$376,255.67	\$112,226.78	\$264,028.89
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	\$25,934.25	\$101,338.33	\$21,061.75	\$36,513.43	\$398,058.86	\$44,676.77	\$353,382.09
2319 - Early Intervention Services	\$0.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$2,556.12	\$12,443.88
2320 - Nursing Clinic Activity Fund	\$430,798.18	\$21,481.51	\$45,630.81	\$9,624.40	\$15,846.59	\$460,582.40	\$4,309.46	\$456,272.94
2321 - Immunization Action Grant	\$72,487.15	\$12,704.00	\$23,238.00	\$6,425.02	\$18,914.44	\$76,810.71	\$31,870.00	\$44,940.71
2322 - Dental Sealant 132T Grant	\$98,319.38	\$0.00	\$5,446.00	\$6,743.09	\$15,124.47	\$88,640.91	\$27,036.53	\$61,604.38
2323 - Personal Responsibility Ed Pr Fd	\$86,655.38	\$29,000.00	\$29,000.00	\$9,471.91	\$22,743.08	\$92,912.30	\$871.40	\$92,040.90
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	\$0.00	\$385.50	\$0.00	\$0.00	\$24,681.25	\$1,050.00	\$23,631.25
2328 - Public Health Infrastructure	\$55,545.17	\$7,389.92	\$7,389.92	\$5,304.23	\$13,250.03	\$49,685.06	\$197.55	\$49,487.51
2329 - Smoke Free Ohio	\$22,146.25	\$0.00	\$750.00	\$0.00	\$0.00	\$22,896.25	\$0.00	\$22,896.25
2331 - Air Pollution (134)	\$580,267.30	\$99,312.24	\$142,336.24	\$46,023.91	\$119,901.70	\$602,701.84	\$62,550.50	\$540,151.34
2332 - Air Pollution (I35)	\$42,030.66	\$13,016.00	\$13,016.00	\$0.00	\$0.00	\$55,046.66	\$0.00	\$55,046.66
2335 - EARLY HEAD START	\$16,375.78	\$1,172.01	\$3,714.62	\$504.64	\$1,326.97	\$18,763.43	\$820.92	\$17,942.51
2351 - Food Service (055)	\$171,286.61	\$117,515.03	\$193,016.71	\$18,262.26	\$41,531.76	\$322,771.56	\$8,916.00	\$313,855.56
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	\$295.50	\$746.36	\$34,073.38	\$1,300.00	\$32,773.38
2354 - Solid Waste Disposal License	\$178,086.53	\$1,486.28	\$48,052.20	\$10,258.71	\$19,700.35	\$206,438.38	\$1,600.00	\$204,838.38
2355 - Infectious Waste								

City of Canton
Statement Of Cash Position

Report Date: 02/28/2019

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	\$0.00	\$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	\$600,622.76	\$1,245,186.81	\$296,700.22	\$618,455.01	\$3,763,320.81	\$793,627.98	\$2,969,692.83
Fund Category 1 - Governmental Funds Subtotal:	\$3,136,589.01	\$600,622.76	\$1,245,186.81	\$296,700.22	\$618,455.01	\$3,763,320.81	\$793,627.98	\$2,969,692.83
Grand Total:	\$3,136,589.01	\$600,622.76	\$1,245,186.81	\$296,700.22	\$618,455.01	\$3,763,320.81	\$793,627.98	\$2,969,692.83

City of Canton
Budget by Fund Category Report

02/28/2019

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	\$117,515.03	\$0.00	\$195,156.71	\$91,443.29	68%	\$306,292.96
53 - Intergovernmental revenue	\$3,751,670.00	\$0.00	\$3,751,670.00	\$414,421.78	\$0.00	\$916,473.43	\$2,835,196.57	24%	\$4,016,472.78
54 - Charges for services	\$354,500.00	\$0.00	\$354,500.00	\$53,685.95	\$0.00	\$118,541.67	\$235,958.33	33%	\$277,318.71
56 - Other misc revenue	\$1,300.00	\$0.00	\$1,300.00	\$0.00	\$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	\$15,000.00	\$0.00	\$15,000.00	\$40,000.00	27%	\$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	\$600,622.76	\$0.00	\$1,245,186.81	\$3,203,883.19	28%	\$4,609,973.34
Expense									
61 - Salary and benefits	\$1,969,947.00	\$3,500.00	\$1,973,447.00	\$134,355.13	\$0.00	\$339,871.67	\$1,633,575.33	17%	\$1,780,560.48
62 - Payroll fringes	\$825,786.00	\$6,500.00	\$832,286.00	\$34,003.81	\$0.00	\$80,839.97	\$751,446.03	10%	\$820,940.13
70 - Services	\$1,456,024.00	\$123,803.98	\$1,579,827.98	\$87,786.05	\$684,993.22	\$151,289.48	\$743,545.28	53%	\$3,604,024.35
71 - Utilities	\$7,950.00	\$3,150.75	\$11,100.75	\$634.25	\$9,074.76	\$1,163.99	\$862.00	92%	\$6,112.10
73 - Supplies	\$218,104.00	\$56,054.16	\$274,158.16	\$33,766.92	\$58,648.37	\$35,107.01	\$180,402.78	34%	\$165,439.89
74 - Refunds, claims and reimbursements	\$17,787.00	\$172.46	\$17,959.46	\$3,384.00	\$10,388.46	\$3,530.00	\$4,041.00	77%	\$16,911.33
75 - Capital Outlay	\$20,000.00	(\$1,722.72)	\$18,277.28	\$0.00	\$2,377.28	\$0.00	\$15,900.00	13%	\$11,546.57
77 - Other	\$59,554.00	\$2,544.90	\$62,098.90	\$2,770.06	\$28,145.89	\$6,652.89	\$27,300.12	56%	\$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	\$600,622.76	\$0.00	\$1,245,186.81	\$3,203,883.19	28%	\$4,609,973.34
Expenditure Totals:	\$4,575,152.00	\$194,003.53	\$4,769,155.53	\$296,700.22	\$793,627.98	\$618,455.01	\$3,357,072.54	30%	\$6,462,981.59
1 - Governmental Funds Net Totals:	(\$141,082.00)	(\$179,003.53)	(\$320,085.53)	\$303,922.54	(\$793,627.98)	\$626,731.80	(\$153,189.35)		(\$1,853,008.25)
Revenue Grand Totals:	\$4,434,070.00	\$15,000.00	\$4,449,070.00	\$600,622.76	\$0.00	\$1,245,186.81	\$3,203,883.19	28%	\$4,609,973.34
Expenditure Grand Totals:	\$4,575,152.00	\$194,003.53	\$4,769,155.53	\$296,700.22	\$793,627.98	\$618,455.01	\$3,357,072.54	30%	\$6,462,981.59
Grand Totals:	(\$141,082.00)	(\$179,003.53)	(\$320,085.53)	\$303,922.54	(\$793,627.98)	\$626,731.80	(\$153,189.35)		(\$1,853,008.25)



Budget by Account Classification Report

Through 02/28/19
 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	35,784.00	.00	74,132.65	372,967.35	17	445,594.70
Fines and forfeitures	.00	.00	.00	.00	.00	.00	.00	+++	50.00
Other misc revenue	500.00	.00	500.00	26.04	.00	76.04	423.96	15	6,565.51
REVENUE TOTALS	\$467,000.00	\$0.00	\$467,000.00	\$35,810.04	\$0.00	\$74,208.69	\$392,791.31	16%	\$477,177.35
EXPENSE									
Salary and benefits	1,027,309.00	.00	1,027,309.00	74,227.30	.00	182,333.76	844,975.24	18	933,007.96
Payroll fringes	435,616.00	.00	435,616.00	17,025.24	.00	41,728.81	393,887.19	10	442,859.75
Services	113,765.00	13,930.98	127,695.98	10,722.23	57,240.39	13,710.90	56,744.69	56	104,372.07
Utilities	44,714.00	3,199.81	47,913.81	3,038.48	39,971.45	6,278.36	1,664.00	97	38,086.37
Inter-departmental charges	2,009.00	.00	2,009.00	2,009.00	.00	2,009.00	.00	100	2,009.00
Supplies	68,590.00	2,353.75	70,943.75	7,927.12	16,932.93	8,287.27	45,723.55	36	60,781.60
Refunds, claims and reimbursements	266,000.00	(14,057.50)	251,942.50	48,981.10	1,557.50	49,923.60	200,461.40	20	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	1,374.50	2,064.50	1,708.33	9,548.50	28	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	\$5,480.37	\$2,011,751.37	\$165,304.97	\$117,766.77	\$305,980.03	\$1,588,004.57	21%	\$1,811,178.64
Fund 1001 - General Operating Totals									
REVENUE TOTALS	467,000.00	.00	467,000.00	35,810.04	.00	74,208.69	392,791.31	16%	477,177.35
EXPENSE TOTALS	2,006,271.00	5,480.37	2,011,751.37	165,304.97	117,766.77	305,980.03	1,588,004.57	21%	1,811,178.64
Fund 1001 - General Operating Totals	(\$1,539,271.00)	(\$5,480.37)	(\$1,544,751.37)	(\$129,494.93)	(\$117,766.77)	(\$231,771.34)	(\$1,195,213.26)		(\$1,334,001.29)
Grand Totals									
REVENUE TOTALS	467,000.00	.00	467,000.00	35,810.04	.00	74,208.69	392,791.31	16%	477,177.35
EXPENSE TOTALS	2,006,271.00	5,480.37	2,011,751.37	165,304.97	117,766.77	305,980.03	1,588,004.57	21%	1,811,178.64
Grand Totals	(\$1,539,271.00)	(\$5,480.37)	(\$1,544,751.37)	(\$129,494.93)	(\$117,766.77)	(\$231,771.34)	(\$1,195,213.26)		(\$1,334,001.29)



February 2019 Travel

Travel (NO expenses)

Name	Meeting description	Location	Date of meeting
Adams, James	Governor's Home Visiting Council	Columbus	02/27/2019
Campbell, Kim	"Recreations Program!" Training - ODH & Radiation Protection	Akron	02/05/2019
Campbell, Kim	Inspector Training Academy	Columbus	02/20/2019
Dzienis, Terri	Air Monitoring Workshop with Central Office & Air Monitoring M	Columbus	02/19/2019
Gibbs, Pam	ODH Combined Community Planning Group	Columbus	02/13/2019
Grossman, Courtney	Inspector Training Academy	Columbus	02/20/2019
Hupp, Jaclyn	Inspector Training Academy	Columbus	02/20/2019
Jones, Ron	Inspector Training Academy	Columbus	02/20/2019
Masters, Colton	OEHA Legislative Update and Directors Meeting	Marysville	02/27/2019
McConnell, Patty	Regional PHEP Planners Meeting	Rootstown	02/28/2019
Miller, Dawn	HPIO's Forum "Addressing Ohio's Greatest Health Challenges"	Columbus	02/19/2019
Morckel, Linda	Pick up Ozone standards from Ohio EPA	Groveport	02/01/2019

Travel (WITH expenses)

Name	Meeting description	Location	Date of meeting	Fund and account
Catrone, Frank	PREP Grant Requirement - Making Proud Choices	Columbus	02/05-02/07/2019	2323 301001 77240
Malloy, Molly	PREP Grant Requirement - Making Proud Choices	Columbus	02/05-02/07/2019	2323 301001 77240
Morckel, Linda	Air Monitoring Workshop & Inspector Training Academy	Columbus	02/19-02/20/2019	2331 301001 77240