



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting

Monday, April 24, 2017 @ 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 the Canton City Health Department on Monday, April 24, 2017 at 12:05 PM with a quorum present.

Dr. Hickman, Dr. Fiorentino, Dr. Lakritz, and Mayor Bernabei were present. Ms. Snell arrived at 12:07 PM. Also present were James Adams, Christi Allen, and Robert Knight.

Approve March 13, 2017 Board of Health Meeting Minutes

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the March 13, 2017 Board of Health meeting minutes. Motion passed unanimously.

Ms. Snell arrived at this time – 12:07 PM.

Approve List of Bills - \$285,281.03

Dr. Fiorentino moved and Ms. Snell seconded a motion to approve the list of bills totaling \$285,281.03. Motion passed unanimously.

Executive Session to Discuss the Compensation of a Public Employee

Dr. Lakritz moved and Dr. Fiorentino 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

Dr. Fiorentino – Yes

Dr. Lakritz – Yes

Ms. Snell – Yes

Also present was Mayor Bernabei.

Motion passed unanimously. The Board entered executive session at 12:10 PM. The Board returned from executive session at 12:35 PM.

Approve Personnel

a. Probationary Period Ending for Samuel Norman, Effective March 12, 2017

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the probationary period ending for Samuel Norman, APC Engineer (R6), with a half a step increase of \$1,100.00 to a salary of \$47,858.00 retroactive to March 12, 2017. Motion passed unanimously.

b. Resignation of Julie Edwards, Effective April 14, 2017

Dr. Lakritz moved and Ms. Snell seconded a motion to accept the resignation of Julie Edwards, Public Health Clerk II (R2), effective April 14, 2017. Motion passed unanimously.

c. Gina Premier, Nurse Practitioner, Reclassifying from a Full-Time Employee to a Part-Time Employee Effective April 16, 2017

Dr. Fiorentino moved and Ms. Snell seconded a motion to approve Gina Premier reclassifying from a full-time employee, Nurse Practitioner (R7), at \$73,083.00 a year to a part-time employee, Nurse Practitioner (PT10), at \$35.48 an hour retroactive to April 16, 2017. Motion passed unanimously.

d. Resignation of Gina Premier, Nurse Practitioner, Effective May 2, 2017

Dr. Lakritz moved and Ms. Snell seconded a motion to accept the resignation of Gina Premier, Nurse Practitioner, effective May 2, 2017. Motion passed unanimously.

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e. Hiring of Two Part-Time Public Health Technicians (PT11)

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the appointment of John Burke as a part-time Public Health Technician (PT11) at \$9.52 an hour with no 90-day probationary period with a start date of May 30, 2017 and Nejla Shaheen as a part-time Public Health Technician (PT11) at \$9.52 an hour with no 90-day probationary period with a start date of May 22, 2017. Motion passed unanimously.

f. Re-Classification of LaToya Dickens, Project Coordinator (PT6), to Nurse Practitioner (PT10) When She is Assigned to Nursing Clinic Activities

Ms. Snell moved and Dr. Lakritz seconded a motion to re-classify LaToya Dickens, part-time Project Coordinator (PT6) to part-time Nurse Practitioner (PT10) at \$35.48 an hour when she is assigned to nursing clinic activities, as needed retroactive to April 21, 2017. Motion passed unanimously.

Dr. Lakritz moved and Ms. Snell seconded a motion to approve the following position descriptions. Motion passed unanimously.

g. Air Pollution Control Monitoring and Inspections Technician Position Description

h. Air Pollution Control Monitoring and Inspections Supervisor Position Description

i. Air Pollution Control Technician Part-Time Position Description

j. Family Nurse Practitioner Part-Time Position Description

k. Staff Nurse III Position Description

Approve 2016 Moral Obligations

Dr. Fiorentino moved and Ms. Snell seconded a motion to approve 2016 moral obligations for two Accurate Analytical Testing invoices for \$56.00 (dated 03/01/2016) and \$24.00 (dated 04/29/2016) for a total of \$80.00. Motion passed unanimously.

Approve Resolutions

a. 2017-09: Abatement of Public Nuisances

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve resolution 2017-09 authorizing the abatement of public nuisances. Motion passed unanimously.

b. Approve Recommendations of Hearing Officer for March 27, 2017

Dr. Fiorentino moved and Ms. Snell seconded a motion to approve the recommendations of the hearing officer for March 27, 2017. Motion passed unanimously.

c. Approve Recommendations of Hearing Officer for April 24, 2017

Ms. Snell moved and Dr. Lakritz seconded a motion to approve the recommendations of the hearing officer for April 24, 2017. Motion passed unanimously.

Approve Additional Grant Money for the FY17 HIV Prevention Grant in the Amount of \$19,357.00 Making the New Grant Amount of \$319,796.00 (Grant Period from 01/01/2017 – 12/31/2017) Along with Additional Money to the Following Grantees:

a. Alliance City Health Department – An additional amount of \$1,735.00 (New Grant Total of \$11,735.00)

b. Mahoning County Health Department – An additional amount of \$4,492.00 (New Grant Total of \$83,858.00)

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- c. New Philadelphia Health Department – An additional amount of \$4,435.00 (New Grant Total of \$24,460.00)

Ms. Snell moved and Dr. Lakritz seconded a motion to accept additional grant money for the FY17 HIV Prevention Grant in the amount of \$19,357.00 making the new grant amount \$319,796.00 (Grant period from 01/01/2017 – 12/31/2017) with additional money to the above grantees. Motion passed unanimously.

Approve Additional Grant Money for the FY17 Public Health Emergency Preparedness (PHEP) Grant in the Amount of \$48,924.00 Making the New Grant Amount of \$264,760.00 (Grant Period from 07/01/2016 – 06/30/2017) with Additional Money to the Following Grantee:

- a. Stark County Health Department – An additional amount of \$12,609.00 (New Grant Total of \$125,867.00)

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to accept additional grant money for the FY17 Public Health Emergency Preparedness (PHEP) grant in the amount of \$48,924.00 making the new grant amount \$264,760.00 (Grant period from 07/01/2016 – 06/30/2017) with additional money to the above grantee. Motion passed unanimously.

Approve Additional Grant Money for the FY17 Personal Responsibility Education Program (PREP) Grant in the Amount of \$14,691.13 Making the New Grant Amount of \$174,000.00 (Grant Period from 08/01/2016 – 07/31/2017)

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to accept additional grant money for the FY17 Personal Responsibility Education Program (PREP) grant in the amount of \$14,691.13 making the new grant amount \$174,000.00 (Grant period from 08/01/2016 – 07/31/2017). Motion passed unanimously.

Approve Agreement with the Hospital Council of Northwest Ohio to support THRIVE implementing the Pathways Community HUB Model at an Amount not to Exceed \$210,000.00 for a Period of 12 Months Following Approval by Both Parties

Dr. Lakritz moved and Ms. Snell seconded a motion to authorize the Health Commissioner to enter into an agreement with the Hospital Council of Northwest Ohio to support THRIVE implementing the Pathways Community HUB model at an amount not to exceed \$210,000.00 for a period of 12 months following approval by both parties. Motion passed unanimously.

Approve Agreement with Care Coordination Systems to Provide User Licenses and Service Fees for the Pathways Community Hub Model at an Amount not to Exceed \$25,000.00 for the Period of April 30, 2017 to April 30, 2022

Ms. Snell moved and Dr. Fiorentino seconded a motion to authorize the Health Commissioner to enter into an agreement with Care Coordination Systems to provide user licenses and services fees for the Pathways Community Hub Model at an amount not to exceed \$25,000.00 for the period of April 30, 2017 to April 30, 2022. Motion passed unanimously.

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Approve Mercy Medical Center's Maternity Licensure Application

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve Mercy Medical Center's maternity licensure application. A roll call to vote was taken:

Dr. Hickman – Yes

Dr. Fiorentino – Yes

Dr. Lakritz – Yes

Ms. Snell – Yes

Motion passed unanimously.

Approve Travel Authorization

- a. James Adams, Health Commissioner, for travel from 5/15/17 to 5/17/17, Ohio Public Health Combined Conference in Worthington, OH at a cost not to exceed \$604.50 (1001)
- b. Amanda Archer, Epidemiologist II, for travel from 6/11/17 to 6/17/17, 2017 MCH Epi Training Course in Clearwater, Florida at a cost not to exceed \$732.72 (2314)
- c. Annie Butusov, Epidemiologist I, for travel from 6/18/17 to 6/23/17, Annual Summer Program in Population Health in Columbus, Ohio at a cost not to exceed \$2,750.65 (2314)
- d. Linda Morckel, Air Pollution Control Monitoring and Inspections Supervisor, for travel from 5/2/17 to 5/3/17, Dispersion Modeling in Columbus, Ohio at a cost not to exceed \$280.50 (2331)
- e. Samuel Norman, Air Pollution Control Engineer, for travel from 5/2/17 to 5/3/17, Dispersion Modeling in Columbus, Ohio at a cost not to exceed \$280.50 (2331)

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

Acceptance of Division Reports

- a. Medical Director – Nothing additional to report.
- b. Nursing/WIC – The WIC program's voucher redemption at local farmers markets is below the state average. Dr. Lakritz suggested the division survey clients to discover possible barriers in the program.
- c. Laboratory – Nothing additional to report.
- d. OPHI/Surveillance – The division will be participating in an upcoming mass casualty exercise.
- e. Environmental Health – Nothing additional to report.
- f. Air Pollution Control – The division is still receiving complaints regarding Republic Steel. A large enough dust sample was recently obtained and is being sent to the lab for analysis.
- g. Vital Statistics – The division recently received a loss prevention grant and purchased panic buttons and service for the customer facing areas in Vital Statistics, Nursing and WIC.
- h. Fiscal – Nothing additional to report.
- i. Health Commissioner – A report was given on the status of the department's new strategic plan, the strategic priorities contained in the plan and how some of those relate to the Community Health Improvement Plan and the State Health Improvement Plan. Additionally, new names for the department were discussed with "Canton City Public Health" being the most likely to be recommended formally to the Board.
- j. Accreditation Team – The department submitted our statement of intent to apply on March 30, 2017 and now has 6 months to submit an application.

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- k. Quality Improvement – The quality improvement team is on target for completion by December 31, 2017.

Ms. Snell moved and Dr. Fiorentino seconded a motion to accept the Division reports. Motion passed unanimously.

Other Business

The THRIVE Project is hosting a community baby shower on Saturday, April 29 from 1 PM to 3 PM.

Dr. Lakritz said that the National Association of Local Boards of Health is having their annual conference in Cleveland this year from August 2 to August 4. She believes that we should consider attending.

Dr. Hickman attended the recent public meeting hosted by the Air Pollution Control division. He thought that it went well. Mayor Bernabei attended the meeting also and believes that the division handled a difficult situation very well.

Announcement of Next Meeting: Monday, May 22, 2017 at 12:00 PM

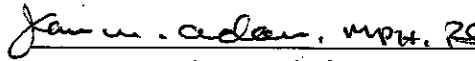
The next regular scheduled meeting of the Board of Health of the Canton City Health District will be on Monday, May 22, 2017 at 12:00 PM.

Adjourn

Dr. Fiorentino moved and Ms. Snell seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:26 PM.



President of the Board of Health



Secretary to the Board of Health

May 22, 2017
Date of Approval

