



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

Canton City Health District

**Board of Health Meeting**  
Monday, May 18, 2015 @ 10:00am – 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, May 18, 2015 at 10:01am with a quorum present.

James Adams introduced the new Board member, Patrick Wyatt.

Dr. Hickman, Ms. Snell and Mr. Wyatt were present. Dr. Fiorentino and Dr. Lakritz were absent. Also present was Jim Adams, Leigh Page, Dr. Mader and Christi Allen.

**Approve April 27, 2015 Board of Health Meeting Minutes**

Ms. Snell moved and Mr. Wyatt seconded a motion to approve the April 27, 2015, 2015 Board of Health meeting minutes as amended. Motion passed unanimously.

**Approve List of Bills - \$100,116.38**

Ms. Snell moved and Mr. Wyatt seconded a motion to approve the list of bills totaling \$100,116.38. Motion passed unanimously.

**Personnel**

**a. Completion of Probationary Period for Linda Parr Effective May 10, 2015**

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the completion of Linda Parr's probationary period effective May 10, 2015 with a pay increase to \$16.47 an hour. Motion passed unanimously.

**Approve Resolutions**

**a. 2015-11: Contract for FIMR/OEI Administrative Assistant for the Period of 5/1/15 to 6/30/2016 at an Amount not to Exceed \$23,000.00**

This agenda item was tabled from last meeting. Mr. Wyatt moved and Ms. Snell seconded a motion to table this agenda item until the June 22, 2015 Board of Health meeting. Motion passed unanimously.

**b. 2015-14: Prior Board Authorization for Individual Item purchases Over \$4,999.99**

Ms. Snell moved and Mr. Wyatt seconded a motion to approve resolution 2015-14: prior Board authorization for individual item purchases over \$4,999.99. Motion passed unanimously.

**Approve Recommendations of the Hearing Officer for May 18, 2015 Hearings**

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the hearings held on May 18, 2015. Motion passed unanimously.

**Approve Purchase of a 2015 Ford Transit Connect Vehicle to be Paid from Fund 2322 (Medical Dental Reimbursement Funding) at an Amount not to Exceed \$21,239.58**

This vehicle will be used by Donna McCullough for the Dental Program. Ms. Snell moved and Mr. Wyatt seconded a motion to approve the purchase of a 2015 Ford Transit Connect vehicle to be paid from fund 2322 (Medical Dental reimbursement funding) at an amount not to exceed \$21,239.58. Motion passed unanimously.

**Approve Destruction of Embargoed Food Products, La Reyna Mexican Store, 1119 12<sup>th</sup> St NW Canton**

Karen Myers reported to the Board that La Reyna Mexican Store was selling meat from an unapproved source plus they were selling meat outside of their license classification. Mr. Wyatt moved and Ms. Snell seconded a motion to approve the destruction of embargoed food products at La Reyna Mexican Store at 1110 12<sup>th</sup> Street in Canton. Motion passed unanimously.

**Approve Out of District Travel**

- a. Amanda Archer, Epidemiologist, for Travel from 6/1/15 to 6/4/15, 2015 Equity Institute Training in New Orleans, LA at a Cost not to Exceed \$1,104.03 (2314)
- b. Linda Morckel, APC Monitoring Technician, for Travel from 5/27/15 to 5/28/15, APTI 446 Inspection Procedures & Safety Course in Columbus, Ohio and 5/29/15, TSO Meeting in Groveport, Ohio at a Cost not to Exceed \$280.20 (2331)
- c. Jacki Hupp, APC Monitoring Technician, for Travel from 5/27/15 to 5/28/15, APTI 446 Inspection Procedures & Safety Course in Columbus, Ohio at a Cost not to Exceed \$239.20 (2331)
- d. David Hampton, APC Engineer, for Travel from 5/27/15 to 5/28/15, APTI 446 Inspection Procedures & Safety Course in Columbus, Ohio at a Cost not to Exceed \$259.20 (2331)
- e. Dawn Miller, Epidemiologist, for Travel from 6/1/15 to 6/4/15, 2015 Equity Institute Training in New Orleans, LA at a Cost not to Exceed \$1,204.03 (2314)
- f. Amanda Archer, Epidemiologist, for Travel from 6/21/15 to 6/26/15, OSU-Center for Public Health Practice, 2015 Summer Program Courses in Columbus, Ohio at a Cost not to Exceed \$1,755.30 (2314)
- g. David Hampton, APC Engineer, for Travel from 6/23/15 to 6/26/15, APTI 427 Combustion Evaluation Course in Columbus, Ohio at a Cost not to Exceed \$705.60 (2331)
- h. Marisa Toppi, APC Engineer, for Travel from 6/23/15 to 6/26/15, APTI 427 Combustion Evaluation Course in Columbus, Ohio at a Cost not to Exceed \$605.60 (2331)

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

**Acceptance of Division Reports**

- a. Medical Director – Dr. Mader informed the Board that the EMR system has been updated and some of the Health Department's data has been affected.
- b. Nursing/WIC – Nothing else to report.
- c. Laboratory – Nothing else to report.
- d. OPHI/Surveillance – No report.
- e. Environmental Health – Nothing else to report.
- f. Air Pollution Control – Nothing else to report.
- g. Vital Statistics – Nothing else to report.

- h. Fiscal – Nothing else to report.
- i. Health Commissioner – Jim Adams reported that the discussion on the employee’s health care insurance will be on next month’s agenda.
- j. Accreditation Team – Nothing else to report.

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the above division reports. Motion passed unanimously.

**Other Business**

No other business.

**Announcement of Next Meeting: Monday, June 22 at 12:00pm**

The next regular scheduled meeting of the Board of Health of the Canton City Health Department will be on Monday, June 22, 2015 at 12:00pm.

**Adjourn**

Ms. Snell moved and Mr. Wyatt seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 10:42am.

  
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President of the Board of Health

  
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Secretary to the Board of Health

June 22, 2015  
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Date of Approval

