



Board of Health of the
Canton City Health District

**MINUTES OF THE
REGULAR MEETING
HELD
MAY 20, 2013**



Public Health
Prevent. Promote. Protect.

CALL TO ORDER

A quorum being present, the regular meeting of the Board of Health of the Canton City Health District was called to order by Dr. Hickman at 12:00 p.m.

A roll call of members present: Dr. Hickman, Dr. Fiorentino, and Mr. Schott. Also present was Mayor Healy.

APPROVAL OF MINUTES

The minutes of the regular meeting held April 24, 2013 were approved upon motion by Mr. Schott, second by Dr. Fiorentino.

APPROVAL OF LIST OF BILLS

The list of bills in the amount of \$44,770.75 was presented to the Board for consideration. It was moved by Mr. Schott, second by Dr. Fiorentino, to approve the list of bills. Motion carried.

EXECUTIVE SESSION

A motion was made by Dr. Fiorentino to enter into executive session to discuss the compensation of a public official to include the members of the Board of Health, Commissioner Adams, Amy Slater, Leigh Page, and Mayor Healy. Second by Mr. Schott. Roll Call:

Dr. Hickman, yes.

Dr. Fiorentino, yes.

Mr. Schott, yes.

Motion carried. The Board of Health entered into executive session at 12:05 p.m.

A motion made by Mr. Schott to return to regular session. Seconded by Dr. Fiorentino. Roll Call:

Dr. Hickman, yes.

Dr. Fiorentino, yes.

Mr. Schott, yes.

Motion carried. The Board of Health returned to regular session at 12:43 p.m.

PERSONNEL ACTIONS

It was moved by Mr. Schott, second by Dr. Fiorentino, to approve the hiring of two part-time, seasonal employees, Courtney Justice and Janessa Scott starting at \$9.52/hour. Kelsey Whitlach was selected as an alternate.

It was moved by Mr. Schott, second by Dr. Fiorentino, to approve the appointment of a Public Health Nurse II. Part time staff member, Janet Copeland will be appointed for this position. New date of hire will be July 1, 2013. Salary considerations were tabled until the regular board meeting to be held June 24, 2013.

It was moved by Dr. Fiorentino, second by Mr. Schott, to approve the completion of the probationary period for Leigh Page effective May 19, 2013 with a ½ step increase to an annual salary of \$53,205.

RESOLUTION 7-2013

It was moved by Mr. Schott, second by Dr. Fiorentino to approve Resolution 7-2013 Wage and Salary Increase Criteria. Discussion was led by Commissioner Adams explaining wage and salary increase criteria for employees, including merit and performance increases. For staff at a salary range above their cap, a one-time annual bonus will be paid. Wage and salary increases are effective January 1, 2013. Commissioner Adams acknowledged Dr. Hickman for his work on this project.

RESOLUTION 8-2013

It was moved by Dr. Fiorentino, second by Mr. Schott, to approve Resolution 8-2013 Revision of Wage and Salary Classifications. Discussion was led by Commissioner Adams explaining the revision of wage and salary classifications. Commissioner Adams again acknowledged Dr. Hickman for his work on this project.

RESOLUTION 9-2013

It was moved by Mr. Schott, second by Dr. Fiorentino to approve the Auditor Certification for the Abatement of public nuisances totaling \$6,749.21.

APPROVAL OF HEARING OFFICER RECOMMENDATIONS FOR HEARINGS HELD MAY 20, 2013

It was moved by Dr. Fiorentino, second by Mr. Schott, to approve the recommendations of the hearing officer for hearings held on May 20, 2013 listed as Exhibit A. Motion carried.

OUT OF DISTRICT TRAVEL

Upon motion by Dr. Fiorentino, second by Mr. Schott, the following out of district travel was approved. Motion carried.

- a. Approval for Pamela Gibbs, Health Services Coordinator, for travel on 7/10/2013 and 7/11/2013 for the OCPG and EMRP meeting in Columbus, Ohio at a cost not to exceed \$219.75 (2318 301001)
- b. Approval for Janet Copeland, Public Health Nurse, for travel on 5/10/2013 for HepC/Babybooner testing in Akron, Ohio at a cost not to exceed \$15. Approved pursuant to section 207.23(b) of the Canton City Health Code. (2313 301001)

DIVISION REPORTS

Medical Director – Dr. Chong discussed new studies regarding Vitamin D supplements. He indicates that too much Vitamin D can be harmful and that 20-30 ng per mm is normal. 400 international units should be enough supplement for the average patient. Older people may take as much as 1000 international units. Dr. Fiorentino asked for an update about the STD clinic, particularly HIV testing. Dr. Chong indicates that caseloads are inconsistent; only the travel clinic has consistent caseload.

Nursing/WIC – Congratulations were offered to Laura Roach by Dr. Hickman on her WIC Pro award. Commissioner Adams congratulates the department for improvements in the WIC program. He shared with the Board Laura Roach's participation at the state-level in programming. Despite a reduction in funding, patient care remains consistent. State funding has recently increased so we are currently re-allocating funds. Commissioner Adams gives both Diane Thompson and Laura Roach credit for managing a difficult project. A discussion with Dr. Fiorentino continued regarding HIV testing. Dr. Fiorentino is seeing more and more HIV patients who are diagnosed late in their disease. Patients frequently come from more rural areas and are diagnosed only when they have symptoms. He is seeing more heterosexuals with less high-risk behaviors being diagnosed. Discussion of high-incidence in certain behaviors – Diane indicates that national numbers don't suggest that prostitution is a large contributor.

OPHI/Surveillance – Mrs. Henning provided monthly report, adding comments that flu season is officially over. She answered Dr. Hickman's question regarding our statistics, commenting that some cases are not reported if no hospital stay occurs (a common instance is a long-term-care patient that may expire in a facility other than a hospital).

Environmental Health – Mark Adams submitted a written report; no additional comments.

Air Pollution Control – Terri Dzienis provided a written report. Additional comments include an update on the Stark Ceramic Asbestos case. Ohio EPA is involved and has communicated with the company that a clean-up is required. Dr. Hickman requested an update on new staff members; Mrs. Dzienis indicates that they are "doing ok" and are promising. She reports that both new staff members have good work ethics.

Laboratory – Jim Ames provided a written report. No additional comments.

Fiscal – Mrs. Page provided a written report. No additional comments.

Health Commissioner – Commissioner Adams provided a written report. No additional comments.

OTHER BUSINESS

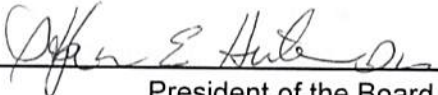
There was no other business for discussion.

MEETING ANNOUNCEMENTS

The next regularly scheduled meeting of the Board of Health will be Monday, June 24, 2013 at 12:00 pm at the offices of the Canton City Health Department.

ADJOURN

There being no further business, a motion to adjourn was made by Mr. Schott, second by Dr. Fiorentino. Motion carried. The meeting was adjourned at 1:07 pm.



President of the Board of Health



Secretary to the Board of Health

6/24/13

Date of Approval