



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

Canton City Public Health

## Board of Health Meeting

Monday, May 20, 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, May 20, 2019 at 12:00 PM with a quorum present.

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

#### **Approve April 29, 2019 Board of Health Meeting Minutes**

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the April 29, 2019 Board of Health meeting minutes. Motion passed unanimously.

#### **Approve List of Bills for \$121,976.46**

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the list of bills totaling \$121,976.46. Motion passed unanimously. Motion passed unanimously.

#### **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      Mr. Wyatt – Yes      Dr. Johns – Yes      Ms. Lucas – Yes

Motion passed unanimously. The Board entered executive session at 12:04 PM. The Board returned from executive session at 12:54 PM.

Dr. Lakritz arrived during executive session at 12:11 PM

Mayor Bernabei left at 12:55 PM

#### **Approve Personnel:**

a. **Stacy Lorkowski, Linkage to Care Specialist (PT5), Probationary Period Ending May 12, 2019**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve ending the probationary period for Stacy Lorkowski, Linkage to Care Specialist (PT5) with half a step increase of \$0.46 per hour to a salary of \$22.73 per hour retroactive to May 12, 2019. Motion passed unanimously.

b. **Appointment of Part-Time Air Pollution Control Technician (PT11)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to appoint Cael Jones to part-time seasonal Air Pollution Control Technician (PT11) at \$9.52 an hour with no 90-day probationary period with a start date of May 21, 2019 to work up to 12 weeks at an average of 30 hours a week with a second choice of Stephanie Burkey. The salary will be paid from the Air Pollution Control fund (2331 306001). Motion passed unanimously.

c. **Exceptional Appointment of Full-Time Neighborhood Navigator/HUB Assistant (R2)**

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the exceptional appointment of Elonda Williams from part-time Neighborhood Navigator (PT2) to full-time Neighborhood Navigator/HUB Assistant (R2) at \$32,124.00 with no 90-day probationary period and a start date of May 25, 2019. The salary will be paid from the THRIVE fund (2314). Motion passed unanimously.

d. **Recycling Center Manager (R3) Position Description**

Mr. Wyatt moved and Ms. Lucas seconded a motion to approve the Recycling Center Manager (R3) position description. Motion passed unanimously.

**Approve Recommendations of the Hearing Officer for May 20, 2019**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the recommendations of the Hearing Officer for May 20, 2019. Motion passed unanimously.

**Approve an Agreement with Canton Medical Education Foundation (CMEF) for Canton City Public Health (CCPH) to Provide Patient Care Training to CMEF Resident Physicians. CCPH will Receive \$13.00 per Segment and the Agreement will be effective from July 1, 2019 through June 30, 2020.**

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve an agreement with Canton Medical Education Foundation (CMEF) for a Canton City Public Health (CCPH) to provide patient care training to CMEF resident physicians. CCPH will receive \$13.00 per segment and the agreement will be effective from July 1, 2019 through June 30, 2020. Motion passed unanimously.

**Approve an Agreement with Ohio Department of Health for Canton City Public Health to Receive Supplemental Hepatitis A Outbreak Response Funding for the Period from January 1, 2018 to May 15, 2019 with an Amount to be Determined.**

Dr. Lakritz move and Dr. Johns seconded a motion to approve an agreement with Ohio Department of Health for Canton City Public Health to receive supplemental Hepatitis A outbreak response funding for the period from January 1, 2018 to May 15, 2019 with an amount to be determined. Motion passed unanimously.

**Approve Resolutions:**

a. **2019-12 Rescind Chapter 257 of the Canton City Health Code – Frozen Desserts (Second Reading)**

James Adams read resolution 2019-12 rescinding chapter 257 of the Canton City Health Code – Frozen Desserts. No vote was necessary after this second reading of the resolution.

**Approve Travel Authorization**

- a. Dawn Miller, THRIVE Project Manager, OEI In-Person Meeting, 06/13/2019 to 06/14/2019 in Pickerington, Ohio at an Amount not to Exceed \$224.53 (THRIVE 2314)
- b. Amanda Archer, Epidemiologist II, OEI Face to Face, 06/13/2019 to 06/14/2019 in Pickerington, Ohio at an Amount not to Exceed \$224.53 (THRIVE Fund 2314)
- c. Laura Roach, WIC Director, WIC – New Certification System Training Overview for Project Directors, 06/04/2019 to 06/05/2019 in Columbus, Ohio at an Amount not to Exceed \$252.00 (WIC 2316)

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the above travel. Motion passed unanimously.

**Acceptance of Reports**

- a. Medical Director – Nothing additional.
- b. Nursing/WIC – Diane Thompson reported to the board that the Nursing division will have a staff retreat on May 22 and their offices will be closed. She then thanked the board members who were able to attend the recent AIDS vigil.

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Ms. Thompson said that the two-year anniversary of the SWAP program will be in June and that they are close to having served 500 participants. She said that the program is able to continue, in part, due to a grant provided by the Comer Family Foundation.

- c. Laboratory – Nothing additional.
- d. OPHI/Surveillance – Amanda Archer reported that Flu season is wrapping up and that she is preparing to submit a grant request to Ohio Department of Health requesting increased access to Naloxone for Stark County residents. The program would involve community outreach with a proposed budget of r \$113,000.00 for a 15-month period with a goal of distributing 1,250 units of Naloxone in that period.
- e. THRIVE – Jessica Boley reported that Dawn Miller is working on the OEI grant and was unable to attend the meeting. She also reported that teen births are up from 6.5% to 7% and that the THRIVE program is expecting a possible increase in maternal mortality rates.
- f. Environmental Health – Annmarie Butusov reported that the Environmental Health division did not perform well on a recent Ohio Department of Agriculture survey and that the food service program was placed on a provisional status. She said that one of the issues found is that the program did not stay current on inspections and that she will be required to submit an action plan for the program to be removed from provisional status.
- g. Air Pollution Control – Terri Dzienis reported that the Air Pollution Control division expects to receive twenty-five percent of recent penalty funds from violations found at the Republic Steel facility.
- h. Vital Statistics –Nothing additional.
- i. Fiscal – James Adams reviewed new financial reporting requirements and explained that the department must now report per-capita costs in five key areas. He said this will allow a direct comparison of costs with other local health departments across the state.
- j. Health Commissioner – James Adams reported that the new director of Ohio Department of Health was warmly received at the recent Ohio Spring Combined Public Health Conference.
- k. Accreditation Team – Robert Knight reported that the site visit team is still reviewing the documents submitted by the department. He said after the review is completed, the department will have 30-days to respond to the team’s questions and requests for additional documents. The site visit will take place on July 24 and 25, 2019.
- l. Quality Improvement and Performance Management – Terri Dzienis distributed performance management reports and then reviewed the quarterly and bi-annual monitoring result of the department’s strategic goals. She said that she expects the department to request the board’s approval for a revision of the goals at next month’s meeting.

James Adams thanked Terri for her hard work on the Performance Management System.

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

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**Other Business**

Christi Allen reminded the board that Dr. Fiorentino was Vice President of the Board of Health and that the board may need to consider electing a new vice president.

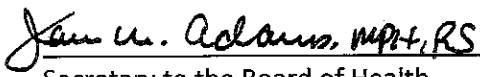
**Announcement of Next Meeting: Monday, June 24, 2019 at 12:00 PM**

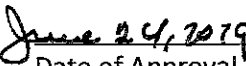
The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, June 24, 2019 at 12:00 PM.

**Adjournment**

Mr. Wyatt moved and Dr. Johns seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:33 PM.

  
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President of the Board of Health

  
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Secretary to the Board of Health

  
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Date of Approval