



Board of Health Meeting
Monday, May 23, 2016 @ 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, May 23, 2016 at 12:07 pm with a quorum present.

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

Approve April 25, 2016 Board of Health Meeting Minutes

Ms. Snell moved and Mr. Wyatt seconded a motion to approve the April 25, 2016 Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$46,407.24

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the list of bills totaling \$46,407.24. Motion passed unanimously.

Food Service License Suspension, Loong Fung, 2317 Tuscarawas St, W, Canton

At the April 2016 Board of Health Meeting, Loong Fung restaurant's license was suspended for 30 days until the owner passed the ServSafe class and there were no violations at the end of the 30 days. Mike Chen from Loong Fun informed the Board that he has since passed the ServSafe class and has fixed the violations. Mr. Chen asked if Loong Fung can be reinstated as of May 23, 2016.

Mr. Wyatt moved and Ms. Snell seconded a motion to remove suspension of Loong Fung restaurant as of May 24, 2016 as long as the restaurant passes a re-inspection. Motion passed unanimously.

Executive Session to Consider the Compensation of a Public Employee

Ms. Snell moved and Mr. Wyatt seconded a seconded a motion to go into executive session to consider the compensation of a public employee. A roll call vote was taken:

Dr. Hickman – Yes

Dr. Fiorentino – Absent

Mr. Wyatt - Yes

Ms. Snell – Yes

Dr. Lakritz – Absent

Motion passed unanimously. The Board went into executive session at 12:12am. The Board came out of executive session at 12:37pm.

Approve Personnel

a. Appointment of Fiscal Officer

Ms. Snell moved and Mr. Wyatt seconded a motion to appoint Christi Allen as the Fiscal Officer (F6) at a pay of \$46,758.00 with a half a step increase after a 90 day probationary period as of May 23, 2016. Motion passed unanimously.

b. Appointment of THRIVE Project Manager

Mr. Wyatt moved and Ms. Snell seconded a motion to appoint Dawn Miller as the THRIVE Project Manager (R6) at a pay of \$61,737.00 with a half a step increase after a 90 day probationary period as of June 6, 2016 with 20 days vacation carry over to be effective immediately. Motion passed unanimously.

c. Resignation of Jennifer Figler, Peer Helper, as of June 24, 2016

Ms. Snell moved and Mr. Wyatt seconded a motion to accept the resignation of Jennifer Figler, Peer Helper, as of June 24, 2016. Motion passed unanimously.

d. Resignation of Dana Hale, Staff Nurse III, as of June 10, 2016

Mr. Wyatt moved and Ms. Snell seconded a motion to accept the resignation of Dana Hale, Staff Nurse III, as of June 10, 2016. Motion passed unanimously.

Approve Resolutions

a. 2016-09: Office Rotation Agreement with the Canton Medical Education Foundation for the Period of July 1, 2016 to June 30, 2016

The Health Department will review goals, objectives and curricula for the rotation, provide clinical teaching and give feedback through evaluation of a resident through the Canton Medical Education Foundation. Mr. Wyatt moved and Ms. Snell seconded a motion to approve resolution 2016-09 for an office rotation agreement with the Canton Medical Education Foundation for the period of July 1, 2016 to June 30, 2017. Motion passed unanimously.

b. 2016-10: Abatement of Public Nuisances

Ms. Snell moved and Mr. Wyatt seconded a motion to approve the abatement of public nuisances for the period of January 1, 2016 through March 31, 2016 totaling \$4,104.81. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for May 23, 2016 Hearings

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the hearings held on May 23, 2016 with the removal of four hearings. Motion passed unanimously.

Approve FY2016 Women, Infants, and Children Grant Additional Money for the Following Sub-Grantees:

- a. Alliance City Health Department Additional Money in the Amount of \$138.00 (New award total of \$115,717.00)
- b. Stark County Health Department Additional Money in the Amount of \$6,780.00 (New award total of \$387,510.00)

Ms. Snell moved and Mr. Wyatt seconded a motion to approve FY2016 Women, Infants, and Children grant additional money for the Alliance City Health Department for \$138.00 (new award total of \$115,717.00) and the Stark County Health Department for \$6,780.00 (new award total of \$387,510.00). Motion passed unanimously.

Approve City of Canton Agreement for the Management of the Canton Recycling Center for \$13,000.00 for the Period of January 1, 2016 to December 31, 2016

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the agreement with the City of Canton for the management of the Canton Recycling Center for \$13,000.00 for the period of January 1, 2016 to December 31, 2016. Motion passed unanimously.

Board of Health Minutes

May 23, 2016

Page (3)

Approve Sub-grantee Contract with CommQuest Services for the Care Coordination Project at an Amount not to Exceed \$9,120.00 in Year One and \$9,302.00 in Year 2 with a Project Period of July 1, 2016 to June 30, 2018

Ms. Snell moved and Mr. Wyatt seconded a motion to approve the sub-grantee contract with CommQuest Services for the Care Coordination Project at an amount not to exceed \$9,120.00 in year one and \$9,302.00 in year two with a project period of July 1, 2016 to June 30, 2018. Motion passed unanimously.

Approve FY16 Stark-Tuscarawas-Waste Joint Solid Waste Management District Contract at an Amount not to Exceed \$1,875.00 for the Period of April 1, 2016 to December 31, 2016 for a Recycling Drop-Off Clean-Up/Host Community Grant

Mr. Wyatt moved and Ms. Snell seconded a motion to approve the Stark-Tuscarawas-Waste Joint Solid Waste Management District contract at an amount not to exceed \$1,875.00 for the period of April 1, 2016 to December 31, 2016 for a Recycling Drop-Off Clean-Up/Host Community Grant. Motion passed unanimously.

Approve Sub-grantee Contract with Aultman Health Foundation for FY16 for the CenteringPregnancy Care Coordination Program for a Project Period of January 1, 2016 through December 31, 2016 (Stark County THRIVE) for \$1,500.00

Approve Sub-grantee Contract with Pregnancy Choices for FY16 for the CenteringPregnancy Care Coordination Program for a Project Period of January 1, 2016 through December 31, 2016 (Stark County THRIVE) for \$1,500.00

Mr. Wyatt moved and Ms. Snell seconded a motion to approve a contract with Aultman Health Foundation and Pregnancy Choices for FY16 for the Centering Pregnancy Care Coordination for a project period of January 1, 2016 through December 31, 2016 for \$1,500.00. Motion passed unanimously.

Approve Travel Authorization

- a. David Hampton, APC Engineer, for Travel from 05/31/2016 to 06/02/2016, APTI 445 Inspection Of Particulate Control Devises in Columbus, Ohio at a Cost not to Exceed \$493.70 (2331)
- b. Neil DelCorso, APC Monitoring and Inspection Technician, for Travel from 05/31/2016 to 06/02/2016, APTI 445 Inspection Of Particulate Control Devises in Columbus, Ohio at a Cost not to Exceed \$493.70 (2331)
- c. Carl Safreed, APC Engineer, for Travel from 07/20/2016 to 07/21/2016, Environmental Permitting in Columbus, Ohio at a Cost not to Exceed \$178.58 (2331)
- d. Neil DelCorso, APC Monitoring and Inspection Technician, for Travel from 07/20/2016 to 07/21/2016, Environmental Permitting in Columbus, Ohio at a Cost not to Exceed \$373.58 (2331)
- e. Dawn Miller, THRIVE Project Manager, for Travel from 06/01/2016 to 06/03/2016, OEI/City Match Annual Meeting in Columbus, Ohio at a Cost not to Exceed \$431.14 (2314)
- f. LaToya Dickens, FIMR Coordinator, for Travel from 06/01/2016 to 06/03/2016, OEI/City Match Annual Meeting in Columbus, Ohio at a Cost not to Exceed \$431.14 (2314)
- g. Amanda Archer, Epidemiologist, for Travel from 06/01/2016 to 06/03/2016, OEI/City Match Annual Meeting in Columbus, Ohio at a Cost not to Exceed \$431.14 (2314)

Board of Health Minutes

May 23, 2016

Page (4)

- h. Pamela Gibbs, Health Service Coordinator, for Travel from 07/18/2016 to 07/22/2016, Partner Service Trainer in Columbus, Ohio at a Cost not to Exceed \$361.00 (2318)
- i. Jaclyn Hupp, APC Monitoring & Inspections Technician, for travel from 05/24/2016 to 05/25/2016, Air Monitoring Software Training in Columbus, Ohio at a Cost not to Exceed \$233.50 (2331)
- j. Linda Morckel, APC Monitoring & Inspections Supervisor, for travel from 05/24/2016 to 05/25/2016, Air Monitoring Software Training in Columbus, Ohio at a Cost not to Exceed \$289.50 (2331)
- k. Carl Safreed, APC Engineer, for Travel from 06/22/2016 to 06/23/2016, Multi-State Oil and Gas Summit in Columbus, Ohio at a Cost not to Exceed \$245.08 (2331)
- l. Marisa Tope, APC Engineer, for Travel from 06/22/2016 to 06/23/2016, Multi-State Oil and Gas Summit in Columbus, Ohio at a Cost not to Exceed \$245.08 (2331)

Mr. Wyatt 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 to report.
- b. Nursing/WIC – Nothing to report.
- c. Laboratory – Nothing else to report.
- d. OPHI/Surveillance – Additional epidemiologist services have been budgeted. The Health Department can use Amanda Archer for this and another full time staff member. No additional employees will be hired. No additional employees will be hired.
- e. Environmental Health – Nothing else to report.
- f. Air Pollution Control – Nothing else to report
- g. Vital Statistics – Nothing else to report.
- h. Fiscal – Jim Adams informed the Board that the council meeting May 23, 2016, the Mayor will present a slide show on health care insurance for city employees.
- i. Health Commissioner – Jim Adams went over the accreditation fees and schedule.
- j. Accreditation Team – The Quality Improvement Plan will be ready for approval by the next Board of Health meeting on in June.

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

Other Business

Diane Thompson informed the Board that the Health Department is working on a plan for a needle exchange program and that it was presented to the Opiate Task Force on 5/20/2016.

Ms. Snell moved and Mr. Wyatt seconded a motion to approve a position description for a full-time employee working as the Nurse Practitioner (R7) with the title of the position description yet to be titled. Motion passed unanimously.

Ms. Snell moved and Mr. Wyatt seconded a motion to amend the position classification schedule to add the new position, title yet to be determined, that would take over the Nurse Practitioner duties. Motion passed unanimously.

Board of Health Minutes

May 23, 2016

Page (5)

Announcement of Next Meeting: Monday, June 27, 2016 at 12:00pm

The next regular scheduled meeting of the Board of Health of the Canton City Health District will be on Monday, June 27, 2016 at 12:00pm.

Adjourn

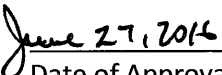
Mr. Wyatt moved and Ms. Snell seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:17 pm.



President of the Board of Health



Secretary to the Board of Health



Date of Approval