



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

Canton City Health District

**Board of Health Meeting**  
Monday, July 25, 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, July 25, 2016 at 12:13 PM with a quorum present.

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

**Approve June 27, 2016 Board of Health Meeting Minutes**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the June 27, 2016 Board of Health meeting minutes. Motion passed unanimously.

**Approve List of Bills - \$162,777.32**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the list of bills totaling \$162,777.32. Motion passed unanimously.

**Executive Session to Discuss Matters Required to be Kept Confidential and to Discuss the Compensation of a Public Employee**

Mr. Wyatt moved and Dr. Lakritz seconded a seconded a motion to go into executive session to consider matters required to be kept confidential and to discuss the compensation of a public employee. A roll call vote was taken:

Dr. Hickman – Yes

Mr. Wyatt – Yes

Dr. Lakritz – Yes

Dr. Fiorentino – Absent

Ms. Snell - Absent

Motion passed unanimously. The Board entered executive session at 12:15 AM. The Board returned from executive session at 12:53 PM.

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve a patient write off of \$105.00 for Medical Record 0000033523. Motion passed unanimously.

**Approve Personnel**

**a. Appointment of Executive Assistant**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to appoint Robert Knight as the Executive Assistant at a pay of \$40,047 with a half step increase after a 90 day probationary period, start date August 1, 2016. Motion passed unanimously.

**b. Resignation of Tywana Brantley, WIC Clinic Assistant, as of July 29, 2016**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to accept the resignation of Tywana Brantley, WIC Clinic Assistant, to be effective July 29, 2016. Motion passed unanimously.

**c. Exceptional Appointment of a WIC Clinic Assistant**

Dr. Lakritz moved and Mr. Wyatt seconded a motion for an Exceptional Appointment of Linda Parr as the WIC Clinic Assistant at a pay of \$32,124.00 with a half step increase after a 90 day probationary period, start date August 1, 2016. Motion passed unanimously.

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**Acceptance of Division Reports**

- a. Medical Director – Nothing else to report.
- b. Nursing/WIC – Posted on the Department’s website the Medical Director contract. The new Nurse Practitioner Gina Premier will start on September 2, 2016.
- c. Laboratory – Nothing else to report.
- d. OPHI/Surveillance – Amanda reported to the Board about 6 cases of outbreaks.
- e. Environmental Health – The Canton Recycling Program is starting a new Household Hazardous Waste Collection Program.
- f. Air Pollution Control – The Air Quality Alert that was listed on the highway electronic signs was Summit County’s, not ours.
- g. Vital Statistics – No report.
- h. Fiscal – Nothing else to report.
- i. Health Commissioner – The Department’s Quality Improvement Plan is complete.
- j. Accreditation Team – Nothing else to report.

The Board accepted the Division reports.

**Other Business**

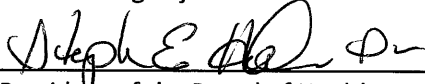
There was no other business.

**Announcement of Next Meeting: Monday, August 29, 2016 at 12:00 PM**

The next regular scheduled meeting of the Board of Health of the Canton City Health District has been changed to Monday, August 29, 2016 at 12:00 PM.

**Adjourn**

The meeting adjourned at 1:51 PM.

  
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President of the Board of Health

  
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Secretary to the Board of Health

8/29/2016  
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Date of Approval