



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting

Monday, July 23, 2018 @ 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 23, 2018 at 12:01 PM with a quorum present.

Dr. Hickman, Mr. Wyatt, Dr. Lakritz and Dr. Fiorentino were present. Also present were James Adams, Dr. Elias, Christi Allen and Robert Knight.

Approve May 21, 2018 Board of Health Meeting Minutes

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the June 25, 2018 Board of Health meeting minutes with minor revisions. Motion passed unanimously.

Approve List of Bills - \$683,178.55

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the list of bills totaling \$683,178.55. Motion passed unanimously.

Executive Session to Discuss the Compensation of a Public Employee

Mr. Wyatt moved and Dr. Fiorentino 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. Lakritz – Yes Dr. Fiorentino – Yes

Motion passed unanimously. The Board entered executive session at 12:04 PM. The Board returned from executive session at 12:32 PM.

Approve Personnel

a. Appointment of Recycling Center Manager (R3)

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the appointment of Aaron Butchelli as the Recycling Center Manager (R3) at \$34,686.00 with a ½ step pay increase to \$35,400.00 after a 90-day satisfactory probationary period with a start date of July 24, 2018. Salary to come out the Recycling Center fund (2354 307001).

b. Appointment of Director of Environmental Health (R7 or R8)

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to appoint Annmarie Butusov as the Director of Environmental Health (R7) at \$49,696.00 with a ½ step pay increase to \$50,866.00 after a 90-day satisfactory probationary period with a start date of August 27, 2018 with the expectation to obtain a Master of Public Health Degree within four (4) years of employment (by 08/27/2022). Upon successful completion of degree, the pay will be increased to R8 (\$56,318.00). Salary to come out of the following funds: (70% EH General Fund: 1001 307001; 18% Solid Waste Fund: 2354 301001, and 12% Recycling Fund: 2354 307001).

c. Approval of Outside Employment for Courtney Grossman

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve the outside employment for Courtney Grossman.

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Approve Resolutions:

a. 2018-06: Amendment of Section 207.18 of the Canton City Health Code

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve resolution 2018-06: Amendment of Section 207.18 of the Canton City Health Code. Motion passed unanimously.

b. 2018-07: Addition of Section 205.10 of the Canton City Health Code

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve resolution 2018-07: Addition of Section 205.10 of the Canton City Health Code. Motion passed unanimously.

c. 2018-08: Abatement of Public Nuisances

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve resolution 2018-08: Abatement of Public Nuisances. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for July 23, 2018

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the recommendations of the hearing officer for the July 23, 2018 hearings. Motion passed unanimously.

Approve Medical Director Contract for 09/01/2018 – 12/31/2018

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve a contract with the Medical Director in an amount not to exceed \$5, 500.00 for the period from 09/01/2018 through 12/31/2018. Motion passed unanimously.

Approve FY2019 Women, Infants, and Children (WIC) Grant Application and Initial Budget in the Amount of \$1,333,988.00 (Grant period runs from 10/1/2018 to 09/30/2019) With the Following Sub-grantees for this Grant Cycle:

- a. Alliance City Health Department Contract in the Amount of \$114,337.00**
- b. Massillon City Health Department Contract in the Amount of \$134,520.00**
- c. Stark County Health Department Contract in the Amount of \$366,468.00**

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve the FY2019 Women, Infants, and Children (WIC) grant application and initial budget in the amount of \$1,333,988.00 with a grant period from 10/1/2018 through 09/30/2019 with the above sub-grantees. Motion passed unanimously.

Approve the FY19 Ohio Equity Institute (OEI) Grant Application and Initial Budget in the Amount of \$212,484.00 with a Grant Period of October 1, 2018 through September 30, 2019

Dr. Lakritz moved and Mr. Wyatt seconded a motion approve the FY19 Ohio Equity Institute (OEI) grant application and initial budget in the amount of \$212, 484.00 with a grant period of October 1, 2018 through September 30, 2019. Motion passed unanimously.

Authorize an Agreement with Stark Social Workers Network Effective as of July 1, 2018 for Employment of a Community Health Worker to Perform Care Coordination Services for Pregnant Women, Women of Childbearing Age and Adults with Chronic Disease using the Care Coordination Systems Pathways HUB Connect at an Amount not to Exceed \$25,000.00

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to authorize an agreement with Stark Social Workers Network effective as of July 1, 2018 for employment of a community health worker to perform care coordination services for pregnant women, women of childbearing age and adults with chronic disease using the Care Coordination Systems Pathways HUB Connect at an amount not to exceed \$25,000.00. Motion passed unanimously.

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Approve Travel Authorization

- a. Sam Norman, APC Engineer, for Travel from 08/21/2018 to 08/22/2018, Oil and Gas Emissions and Regulations in Columbus, Ohio at a Cost not to Exceed \$264.50 (2331)
- b. Jennifer Hayden, Breastfeeding Coordinator, for Travel from 08/29/2018 to 08/30/2018, State WIC Breastfeeding Conference in Columbus, Ohio at a Cost not to Exceed \$235.58 (2316)
- c. Jessica Imhoff, WIC Peer Helper, for Travel from 08/29/2018 to 08/30/2018, State WIC Breastfeeding Conference in Columbus, Ohio at a Cost not to Exceed \$235.58 (2316)
- d. Sarah Milini, WIC Peer Helper, for Travel from 08/29/2018 to 08/30/2018, State WIC Breastfeeding Conference in Columbus, Ohio at a Cost not to Exceed \$235.58 (2316)

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

Acceptance of Division Reports

- a. Medical Director – Dr. Elias reported to the board that he is recommending that the board adopt a stance against indoor vaping. He said that rules don't currently exist in Canton but that the law allows for cities to restrict the activity. He reported that research indicates that smoking is worse but that vaping still poses several health risks including the possibility of structural defects, like popcorn lung, and that it's reasonable to assume that secondhand vapor inhalation is unhealthy. Dr. Elias advised the board that secondhand nicotine exposure is especially risky for children and that even the flavoring agents in nicotine-free vapors can be problematic.

Dr. Hickman said that he'd like to encourage Canton City Council to consider a ban.

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to endorse the Medical Director's statement and to instruct the Health Commissioner to draft a letter to Canton City Council supporting the statement. Motion passed unanimously.

- b. Nursing/WIC – Diane Thompson reported that National HIV Testing Day was last month and there were 18 participants.

She also reported that SWAP recently celebrated its 1-year anniversary. In that year they have seen 230 different clients and had over 1,000 encounters with them. She said that the program has run out of money but they there are still supplies on-hand.

Dr. Lakritz asked if it would possible to advertise the SWAP program's Amazon Wishlist. Ms. Thompson said that she would like to have it on the department's web site.

Amanda Archer announced that she and Diane will be on the radio on Friday for a segment regarding SWAP.

Laura Roach reported that the WIC farmer's market events took place last week and today and that their goal is to increase the redemption rate of WIC vouchers.

- c. Laboratory – Nothing additional to report.
- d. OPHI/Surveillance – Amanda Archer reported that the new PHEP Grant cycle just started.

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- e. THRIVE – Dawn Miller reported that Annie Butusov helped with recommendations for the Infant Mortality Review committee and the committee’s recommendations were sent to care providers via the HAN. She also reported that there were no infant deaths for the month of June.

Dawn also informed the board that there will be a THRIVE Advisory meeting on Wednesday at Goodwill and that THRIVE will need to advertise for an Epidemiologist and for a part-time Community Navigator.

- f. Environmental Health – Mr. Adams thanked Gus Dria and Rick Miller for improving the division report. He also reported that Hall of Fame activities will be starting next week and that the department will be a participant when the City of Canton opens its emergency operations center for the event.

Mr. Adams additionally reported that there were several great applicants from within the department of the Environmental Health Director position. He believes that the division has an excellent staff who will continue to do great work.

- g. Air Pollution Control – Terri Dzienis reported that Republic Steel exceeded the national standards for lead in the ambient air. When this was discovered, Ohio EPA issued orders for Republic to suspend leaded steel production. They have been allowed to restart production, but conditionally. The division is now performing sampling at the Republic site every day and Ohio EPA has requested the addition of a second sampling site on the opposite side of the facility.

The division met with the neighborhood association about the issue and the meeting went very well. Terri thanked Linda Morckel who she feels has helped a great deal with community relations.

Dr. Lakritz asked if the department is performing any tests of water or children in the area. Mr. Adams report that water in the area is coming from an aquifer that would not be affected by this and Ms. Thompson reported that the nursing division would step in to provide services if the department identified a need but that she did not currently feel there are gaps in care in the area.

- h. Vital Statistics – Nothing additional to report.
- i. Fiscal Officer – Nothing additional to report
- j. Health Commissioner – Nothing additional to report.
- k. Accreditation – Rob Knight reported to the board that he believes the department is on track to meet the October 1, 2-18 deadline. Mr. Adams reported that the accreditation team has created a work plan to accomplish this goal.
- l. Quality Improvement – Terri Dzienis reported that the QI committee has submitted their quarterly report and that the phone answering improvement project has now implemented the use of an automated attendant on most incoming lines.

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

Other Business

Mr. Wyatt request the department review section 207.01 of the Canton City Health Code to consider updating it. Mr. Adams read the section and said that it might need to be repealed.

Announcement of Next Meeting: Monday, August 27, 2018 at 12:00 PM

The next regular scheduled meeting of the Board of Health of the Canton City Health District will be on Monday, August 27, 2018 at 12:00 PM.

Adjourn

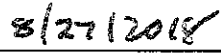
The meeting adjourned at 1:25 PM.



President of the Board of Health



Secretary to the Board of Health



Date of Approval

