



## Board of Health of the Canton City Health Department

Regular Meeting  
Monday, August 25, 2014  
@ 12:00pm



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

### MEETING 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, August 25, 2014 at 12:05 pm with a quorum present.

Dr. Hickman, Dr. Lakritz and Dr. Fiorentino were present. Ms. Snell was excused. Also present was Jim Adams, Leigh Page, Dr. Mader and Christi Allen

#### **Approval of Minutes of Meeting Held July 28, 2014**

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the minutes of the regular meeting held July 28, 2014. Motion passed unanimously.

#### **Approval of Amended Minutes of Meeting Held May 19, 2014**

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the amended minutes of the regular meeting held May 19, 2014. Motion passed unanimously.

#### **Approval of List of Bills Totaling \$189,950.24**

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$189,950.24. Motion passed unanimously.

#### **Consideration of Executive Session**

There was no executive session.

#### **Personnel**

a. **Consideration of Approval of Vacation Credit of 3 Years and 4 Months for Sharon Foster, WIC Clerk, in Accordance with Section 207.18(h) of the Health Code**

Dr. Fiorentino moved and Dr. Lakritz seconded to approve Sharon Foster, WIC Clerk, vacation credit of 3 years and 4 months, in accordance with Section 207.18(h) of the Health Code. Motion passed unanimously.

b. **Consideration of Appointment of Epidemiologist**

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the appointment of Amanda Archer as Epidemiologist (R6) with a pay of \$46,758.00 a year with a projected start date as September 8, 2014. Motion passed unanimously.

c. **Consideration of Approval of Completion of Probationary Period and Standard Unit Increase for David Hampton Effective 8/10/14**

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the completion of probationary period and standard unit increase for David Hampton effective 8/10/14. Motion passed unanimously.

d. **Consideration of Appointment of APC Engineer**

Deferred to the next Board of Health meeting in September.

**Consideration of Approval of Recommendations of the Hearing Officer for Hearings Held on August 25, 2014**

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the hearings held on August 25, 2014. Motion passed unanimously.

**Consideration of Approval of the 2014-2016 Strategic Plan**

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to table this agenda item until the next Board of Health meeting on September 22, 2014. Motion passed unanimously.

**Consideration of Approval of the Professional Services Agreement with Telelanguage for Providing Language Interpretation Services for the Period of August 25, 2014 to December 31, 2015**

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the professional service agreement with Telelanguage for providing language interpretation services for August 25, 2014 to December 31, 2015. Motion passed unanimously.

**Consideration of Approval of the Memorandum of Agreement with the Stark County Health Department, as a Sub-Grantee, at an Amount not to Exceed \$370,266 for the FY15 WIC Grant Passed through the Ohio Department of Health for the Period of September 1, 2014-October 31, 2015**

**Consideration of Approval of the Memorandum of Agreement with the Massillon City Health Department, as a Sub-Grantee, at an Amount not to Exceed \$133,522.14 for the FY15 WIC Grant Passed through the Ohio Department of Health for the Period of September 1, 2014-October 31, 2015**

**Consideration of Approval of the Memorandum of Agreement with the Alliance City Health Department, as a Sub-Grantee, at an Amount not to Exceed \$114,574 for the FY15 WIC Grant Passed through the Ohio Department of Health for the Period of September 1, 2014-October 31, 2015**

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the Memorandum of Agreement with the Stark County Health Department, as a sub-grantee, at an amount not to exceed \$370,266; with the Massillon City Health Department, as a sub-grantee, at an amount not to exceed \$133,522.14 and the Alliance City Health Department, as a sub-grantee, at an amount not to exceed \$114,574 for the FY15 WIC Grant passed through the Ohio Department of Health for October 1, 2014 through September 30, 2015. Motion passed unanimously. (The time period was listed incorrectly on the agenda as September 1, 2014 to October 31, 2015. The motion reflected the corrected time period)

**Consideration of Approval of the Memorandum of Agreement with the Stark County Health Department, as a Sub-Grantee, at an Amount not to Exceed \$109,000 for the FY15 PHEP Grant Passed through the Ohio Department of Health for the Period of August 1, 2014 to July 30, 2015. (Increase in contract amount previously approved)**

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the Memorandum of Agreement with the Stark County Health Department, as a Sub-Grantee, at an amount not to exceed \$109,000 for the FY15 PHEP Grant passed through the Ohio Department of Health for July 1, 2014 to June 30, 2015. Motion passed unanimously. (The time period was listed incorrectly on the agenda as August 1, 2014 to July 30, 2015. The motion reflected the corrected time period)

**Consideration of Approval of the FY2015 Stark-Tuscarawas-Wayne Joint Solid Waste Management Grant at an Amount not to Exceed \$30,000.00 for the Period of January 1, 2015 to December 31, 2015**

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the FY2015 Stark-Tuscarawas-Wayne Joint Solid Waste Management grant at an amount not to exceed \$30,000.00 for January 1, 2015 to December 31, 2015. Motion passed unanimously.

**Consideration of Approval of the FY14 Dental Hygienist Professional Services Agreement with Anna Mayle, RDH at an Amount not to Exceed \$4,635.00 for the Period of July 1, 2014 through December 31, 2014**

**Consideration of Approval of the FY14 Dental Hygienist Professional Services Agreement with Alison Giammarco, RDH at an Amount not to Exceed \$4,635.00 for the Period of July 1, 2014 through December 31, 2014**

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the FY14 dental hygienist professional services agreement with Anna Mayle, RDH at an amount not to exceed \$4,635.00 and with Alison Giammarco, RDH at an amount not to exceed \$4,635.00 for July 1, 2014 to December 31, 2014. Motion passed unanimously.

**Consideration of Approval of Out of District Travel**

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve out of district travel for the following employees. Motion passed unanimously.

- a) Request approval for Jim Adams, Health Commissioner, for travel from 9/22/14 to 9/24/14 for the AOHC Fall Educational Conference in Dublin, Ohio at a cost not to exceed \$735.84 (1001)
- b) Request Approval for Laura Roach, WIC Director, for Travel on 9/18/14 for the Northeast Ohio WIC Regional Director's Meeting in Holmes County at a cost not to exceed \$45.00 (2316)
- c) Request Approval for Jessica Boley, WIC Dietitian, for Travel from 9/24/14 to 9/25/14 for the Why WIC Works Workshop in Columbus, Ohio at a Cost not to Exceed \$224.33 (2316)
- d) Request for Approval for Jennifer Roberts, WIC Breastfeeding Coordinator, for Travel from 9/24/14 to 9/25/14 for the Why WIC Works Workshop at a Cost not to Exceed \$224.33 (2316)
- e) Request for Approval for Janet Frank, WIC Dietitian, for Travel from 9/24/14 to 9/25/14 for the Why WIC Works Workshop in Columbus, Ohio at a Cost not to Exceed \$224.33 (2316)
- f) Request for Approval for Sharon Foster, WIC Clinic Assistant, for Travel from 9/24/14 to 9/25/14 for the Why WIC Works Workshop in Columbus, Ohio at a Cost not to Exceed \$224.33 (2316)
- g) Request for Approval for Laura Roach, WIC Director, for Travel from 9/24/14 to 9/25/14 for the Why WIC Works Workshop in Columbus, Ohio at a Cost not to Exceed \$224.33 (2316)
- h) Request Approval for Jessica Boley, WIC Dietitian, for Travel on 9/12/14 for the Northeast Ohio WIC Symposium in Strongsville, Ohio at a Cost not to Exceed \$40.28 (2316)
- i) Request Approval for Jennifer Roberts, WIC Breastfeeding Coordinator, for Travel on 9/12/14 for the Northeast Ohio WIC Symposium in Strongsville, Ohio at a Cost not to Exceed \$47.89 (2316)
- j) Request Approval for Kathryn Pitcher, WIC Dietitian, for Travel on 9/12/14 for the Northeast Ohio WIC Symposium in Strongsville, Ohio at a Cost not to Exceed \$53.03 (2316)
- k) Request Approval for Colton Masters, Staff Sanitarian I, for Travel from 10/14/14 to 10/15/14 for the NEOEHA Fall Educational Conference in Painesville, Ohio at a Cost not to Exceed \$100.00 (1001)
- l) Request Approval for Gus Dria, Staff Sanitarian III, for Travel from 10/14/14 to 10/15/14 for the NEOEHA Fall Educational Conference in Painesville, Ohio at a Cost not to Exceed \$298.88 (1001)

- m) Request Approval for Molly Malloy, Staff Nurse II, for Travel on 9/15/14 to the Ohio Adolescent Health Conference in Columbus, Ohio at a Cost not to Exceed \$14.00 (1001 – changed to 2323)
- n) Request Approval for Frank Catrone, Staff Nurse II, for Travel on 9/15/14 to the Ohio Adolescent Health Conference in Columbus, Ohio at a Cost not to Exceed \$12.00 (1001 – changed to 2323)

**Acceptance of Division Reports**

- a. Medical Director – Dr. Mader reported on the new medical billing in Nursing.
- b. Nursing/WIC – No additional comments.
- c. Laboratory – Jim Ames informed the Board of the results of the CLIA survey for the lab.
- d. OPHI/Surveillance – No report.
- e. Environmental Health – No additional comments.
- f. Air Pollution Control – No additional comments.
- g. Vital Statistics – Jim Adams updated the Board on the birth/death Kiosk that ODH requires each health department to have by the end of 2014.
- h. Fiscal – No additional comments.
- i. Health Commissioner – No additional comments.

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the above division reports. Motion passed unanimously.

**Other Business**

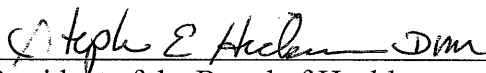
There was no other business.

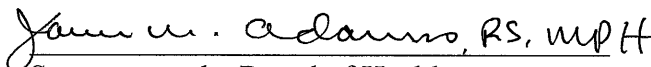
**Announcement of Next Meeting: Monday, September 22, 2014 at 12:00pm**

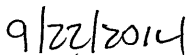
The next regular scheduled meeting of the Board of Health of the Canton City Health Department will be on Monday, September 22, 2014 at 12:00pm at the Canton City Health Department. Dr. Lakritz cannot make it to this meeting.

**Adjourn**

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 12:59pm.

  
\_\_\_\_\_  
President of the Board of Health

  
\_\_\_\_\_  
Secretary to the Board of Health

  
\_\_\_\_\_  
Date of Approval