



Board of Health of the
Canton City Health District

**MINUTES OF THE
REGULAR MEETING
HELD AUGUST 26, 2013**



Public Health
Prevent. Promote. Protect.

CALL TO ORDER

A quorum being present, the regular meeting of the Board of Health of the Canton City Health District was called to order by Dr. Hickman at 12:00 p.m.

A roll call of members present: Dr. Hickman, Mr. Schott, Mrs. Jenkins, Dr. Fiorentino. Dr. Mader was excused.

APPROVAL OF MINUTES

The minutes of the regular meeting held July 22, 2013 were approved upon motion by Mr. Schott, second by Dr. Fiorentino.

APPROVAL OF LIST OF BILLS

The list of bills in the amount of \$150,581.46 was presented to the Board for Consideration. It was moved by Mr. Schott, second by Dr. Fiorentino to approve the list of bills. Motion carried.

EXECUTIVE SESSION

A motion was made by Mr. Schott to enter into executive session to discuss the personnel concerns to include the members of the Board of Health, Commissioner Adams, Amy Slater and Leigh Page. Second by Dr. Fiorentino. Roll Call:

Dr. Hickman, yes.

Dr. Fiorentino, yes.

Mr. Schott, yes.

Mrs. Snell, yes.

Motion carried. The Board of Health entered into executive session at 12:05 p.m for the purpose of discussing compensation of a public official.

A motion made by Mrs. Snell to return to regular session. Second by Dr. Fiorentino. Roll Call:

Dr. Hickman, yes.

Dr. Fiorentino, yes.

Mr. Schott, yes.

Mrs. Snell, yes.

Motion carried. The Board of Health returned to regular session at 12:14 p.m.

PERSONNEL

It was moved by Dr. Fiorentino, second by Mr. Schott, to accept, with regret and congratulations, the resignation of Erin Bradley, WIC Peer Helper.

It was moved by Mr. Schott, second by Mrs. Snell, to approve the request for outside employment by Pamela Johnson Gibbs, Health Services Coordinator.

It was moved by Dr. Fiorentino, second by Mr. Schott, to extend the probationary period of Ronald Jones, Air Pollution Engineer, for 90 days.

CONSIDERATION OF APPROVAL OF JOB DESCRIPTIONS FOR LABORATORY DIVISION

Jim Ames and Jim Adams opened a discussion to review and approve new job descriptions in the Laboratory Division. Questions regarding educational and experiential requirements were entertained by Commissioner Adams and Mr. Ames. Dr. Fiorentino made a motion to approve, with changes, second by Mrs. Snell. Motion carried.

CONSIDERATION OF CHANGE IN POSITION CLASSIFICATION SCHEDULE (LABORATORY)

Dr. Fiorentino moved, second by Mrs. Snell, to update the Position Classification Schedule for the Laboratory Division. Part time positions were included in the Employee Classification Schedule that was presented, in the event that the need would arise for additional staffing.

RESOLUTION 10-2013 – CERTIFICATION OF NUISANCE ABATEMENT COSTS

It was moved by Mr. Schott, second by Dr. Fiorentino, to approve Resolution 10-2013 authorizing the certification to the Auditor of Stark County all costs and expenses for the purification and abatement of public nuisances. Motion carried.

APPROVAL OF HEARING OFFICER RECOMMENDATIONS FOR HEARINGS HELD AUGUST 26, 2013

It was moved by Mrs. Snell, second by Mr. Schott to approve the recommendations of the hearing officer for hearings held on August 26, 2013. Motion carried.

CONSIDERATION OF RENEWAL CONTRACT WITH STARK-TUSCARAWAS-WAYNE JOINT SOLID WASTE MANAGEMENT DISTRICT

A discussion was led by Mark Adams explaining the continuation of above contract. Current rates of \$7500/quarter have been extended. Motion by Mr. Schott, second by Mrs. Snell. Motion carried.

CONSIDERATION OF NOTICE OF FEDERAL FUNDING REDUCTION OF 6% TO THE OHIO HIV PREVENTION PROGRAM

Diane Thompson indicates that the reduction in funding is due to federal sequestration changes. Ms. Thompson explains that her department will be able to work within the adjusted funding amounts because one sub-grantee is significantly under budget. Mahoning County was delayed in hiring staff for this project and that situation will free some funds. She further explained in response to Dr. Hickman that the service area for this grant was defined by Ohio Department of Health. Motion by Dr. Fiorentino, second by Mr. Schott. Motion carried.

CONSIDERATION OF AMENDED CONTRACT WITH OHIO EPA FOR AIR POLLUTION CONTROL SERVICES

Jim Adams opened a discussion and explained that the federal sequestration has impacted the awarded contract value with an increase of \$265 to the contract during the period 10/01/2012 – 09/30/2013. The total contract value is \$887,517. Mr. Schott moved to accept changes in award, second by Mrs. Snell. Motion carried.

CONSIDERATION OF REVISED WIC NOTICE OF AWARD FOR FISCAL YEAR 2013 – REALLOCATION AND TOTAL GRANT INCREASE OF \$6,750

Mr. Schott moved, second by Dr. Fiorentino to accept the additional funds in the WIC grant for fiscal year 2013.

APPROVAL OF OUT OF DISTRICT TRAVEL

- a. Request approval for Kimberly Koons, Dietician III, for travel on 9/23-25/2013 for the Nutrition Workshop/Autumn Forum for WIC in Columbus, Ohio at a cost not to exceed \$404.50 (2316)
- b. Request approval for Jennifer Roberts, WIC Breastfeeding Coordinator, for travel on 9/16-19/2013 for the Advanced Clinical Concepts in Lactation conference in Columbus, Ohio at a cost not to exceed \$556.00 (2316)
- c. Request approval for Jim Adams, Health Commissioner, for travel on 9/11-13/2013 for the Fall Educational Conference of the Association of Ohio Health Commissioners in Columbus, Ohio at a cost not to exceed \$726.86 (1001)
- d. Request approval for Janet Copeland, RN, for travel on 9/24-25/2013 for the Ohio STD Adolescent Course in Columbus, Ohio at a cost not to exceed \$207.75 (1001)
- e. Request approval for Pamela Gibbs, Health Services Coordinator, for travel on 10/9-10/2013 for OCPG and EMRP in Columbus, Ohio at a cost not to exceed \$193.75 (2318)
- f. Request approval for Dr. Eng Seng Chong, Medical Director, for travel on 9/11/2013/2013 for AOHC Fall Conference in Columbus, Ohio at a cost not to exceed \$755.86 (1001)

Upon motion by Mrs. Snell, second by Mr. Schott, the above out-of-district travel was approved. Motion carried.

DIVISION REPORTS

Medical Director – Dr. Chong provided a written report.

Nursing – Diane Thompson provided a written report. There was discussion regarding new testing procedures in place for tuberculosis.

WIC – Laura Roach provided a written report.

OHPI/Surveillance – Krys Henning provided a written report.

Environmental Health – Mark Adams submitted a written report.

Air Pollution Control – Terri Dzienis was not present but provided a written report.

Laboratory – Jim Ames provided a written report.

Fiscal – Leigh Page provided a written report.

Administration & Vital Statistics – Amy Slater provided a written report.

Health Commissioner – Commissioner Adams provided an update

It was moved by Mrs. Snell, second by Dr. Fiorentino to accept the Division Reports. Motion carried.

OTHER BUSINESS

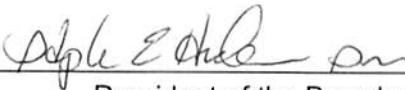
There was no other business for discussion.

MEETING ANNOUNCEMENTS

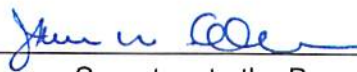
The next regularly scheduled meeting of the Board of Health will be Monday, September 23, 2013 at 12:00 pm at the offices of the Canton City Health Department.

ADJOURN

There being no further business, a motion to adjourn was made by Mr. Schott, second by Dr. Fiorentino. Motion carried. The meeting was adjourned at 12:50 p.m.



President of the Board of Health



Secretary to the Board of Health

September 23, 2013
Date of Approval