



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

Canton City Public Health

**Board of Health Meeting**  
Monday, August 27, 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, August 27, 2018 at 12:10 PM with a quorum present.

Dr. Hickman, Mr. Wyatt, Dr. Lakritz and Mayor Bernabei were present. Also present were James Adams and Robert Knight.

**Approve July 23, 2018 Board of Health Meeting Minutes**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the July 23, 2018 Board of Health meeting minutes. Motion passed unanimously.

**Approve List of Bills - \$104,969.80**

Dr. Lakritz discussed the charges for a dedicated internet line for the nursing division and asked that the department look in to less expensive alternatives. Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the list of bills totaling \$104,969.80. Motion passed unanimously.

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

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

Dr. Hickman – Yes      Mr. Wyatt – Yes      Dr. Lakritz – Yes

Motion passed unanimously. The Board entered executive session at 12:19 PM. The Board returned from executive session at 12:48 PM.

**Approve Personnel**

- a. **Extend Matthew Margaritakis, Public Health Technician (PT11), Employment to October 19, 2018**  
Mr. Wyatt moved and Dr. Lakritz seconded a motion to extend Matthew Margaritakis', Public Health Technician (PT11), employment to work additional weeks to October 19, 2018. Motion passed unanimously.
- b. **Resignation of Kaelyn Boyd, Public Health Technician (PT11) Effective August 10, 2018**  
Dr. Lakritz moved and Mr. Wyatt seconded a motion to accept the resignation of Kaelyn Boyd, Public Health Technician (PT11), effective August 10, 2018. Motion passed unanimously.
- c. **Resignation of Dennis Miller, Public Health Technician (PT11) Effective July 27, 2018**  
Dr. Lakritz moved and Mr. Wyatt seconded a motion to accept the resignation of Dennis Miller, Public Health Technician (PT11), effective July 27, 2018. Motion passed unanimously.
- d. **Appointment of Epidemiologist I (R5)**  
Dr. Lakritz moved and Mr. Wyatt seconded a motion to appoint Jessica Boley as Epidemiologist I (R5) at her current rate of pay of \$51,318.00 with a ½ step pay increase to \$52,340.00 after a 90-day

satisfactory probationary period with a start date of October 1, 2018. Salary to come out of the THRIVE fund (2314). Motion passed unanimously.

**e. Appointment of Two Recycling Public Health Technicians (PT11)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to table the appointment of two recycling center technicians. Motion passed unanimously.

**f. Retirement of Marsha Miller, Staff Nurse II (R5), Effective November 2, 2018**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to accept the retirement of Marsha Miller, Staff Nurse II (R5), effective November 2, 2018. Motion passed unanimously.

**Patient Write off of \$237.39**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve a patient write off amount of \$237.39, MRN #34879. Motion passed unanimously.

**Approve Recommendations of the Hearing Officer for August 27, 2018**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the recommendations of the hearing officer for the August 27, 2018 hearings. Motion passed unanimously.

Mayor Bernabei directed the department to consult with legal about the possibility of taking direct action against the landlord, Steve Filliez, due to his frequent inclusion on the list of recommendations of the hearing officer.

**Authorize a Contract with the YWCA of Canton for the Purpose of Receiving Grant Funding for Performing on Site Clinic Services (Early Headstart Outreach) for a Period of September 1, 2018 through August 31, 2019 with the Following Sub-grantee for this Grant Cycle:**

**a. Dr. Meredith Robeson Contract**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to authorize a contract with YWCA of Canton for the purpose of receiving grant funding for performing on site clinic services (Early Headstart outreach) in the amount of \$22,500.00 for a period of September 1, 2018 through August 31, 2018 with Dr. Meredith Robeson as a sub-grantee for an amount not to exceed \$1,400.00. Motion passed unanimously.

**Approve an Addendum Agreement with Alliance Family Health Center for the Community Health Worker THRIVE Program for \$3,000.00 (new total of \$160,758.00) and Extending the grant to December 31, 2018 (Originally Approved at \$157,785.00 through October 1, 2018)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an addendum agreement with Alliance Family Health Center for the Community Health Worker THRIVE program for \$3,000.00 (new total of \$160,758.00) and extend the grant to December 31, 2018 (originally approved at \$157,785.00 through October 1, 2018). Motion passed unanimously.

**Approve an Addendum Agreement with CommQuest Services, Inc. for the Community Health Worker THRIVE Program for \$1,500.00 (new total of \$80,393.00) and Extending the grant to December 31, 2018 (Originally Approved at \$78,893.00 through October 1, 2018)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an addendum agreement with CommQuest Services, Inc. for the Community Health Worker THRIVE program for \$1,500.00 (new total of \$80,393.00) and extend the grant to December 31, 2018 (originally approved at \$78,893.00 through October 1, 2018). Motion passed unanimously.

**Approve an Addendum Agreement with My Community Health Services for the Community Health Worker THRIVE Program for \$1,500.00 (new total of \$80,393.00) (Originally Approved at \$78,893.00 through October 1, 2019)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an addendum agreement with My Community Health Services for the Community Health Worker THRIVE program for \$1,500.00 (new total of \$80,393.00) and extend the grant to December 31, 2018 (originally approved at \$78,893.00 through October 1, 2018). Motion passed unanimously.

**Approve an Addendum Agreement with Stark County Health Department for the Community Health Worker THRIVE Program for \$3,000.00 (new total of \$160,785.00) and Extending the grant to December 31, 2018 (Originally Approved at \$157,785.00 through October 1, 2018)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an addendum agreement with Stark County Health Department for the Community Health Worker THRIVE program for \$3,000.00 (new total of \$160,785.00) and extend the grant to December 31, 2018 (originally approved at \$157,785.00 through October 1, 2018). Motion passed unanimously.

**Approve an Addendum Agreement with YWCA Canton for the Community Health Worker THRIVE Program for \$1,500.00 (new total of \$80,393.00) and Extending the grant to December 31, 2018 (Originally Approved at \$78,893.00 through October 1, 2018)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an addendum agreement with YWCA Canton for the Community Health Worker THRIVE program for \$1,500.00 (new total of \$80,393.00) and extend the grant to December 31, 2018 (originally approved at \$78,893.00 through October 1, 2018). Motion passed unanimously.

**Approve an Addendum Agreement with Stark Social Workers Network for the Community Health Worker THRIVE Program for \$1,000.00 (new total of \$26,000.00) (Originally Approved at \$25,000.00)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an addendum agreement with Stark Social Workers Network for the Community Health Worker THRIVE program for \$1,000.00 (new total of \$26,000.00, originally approved at \$25,000.00). Motion passed unanimously.

**Approve an Addendum Agreement with Stark Metropolitan Housing Authority for the Community Health Worker THRIVE Program for \$2,000.00 (new total of \$62,503.00.00) (Originally Approved at \$60,503.00)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an addendum agreement with Stark Metropolitan Housing Authority for the Community Health Worker THRIVE program for \$2,000.00 (new total of \$62,503.00, originally approved at \$60,503.00). Motion passed unanimously.

**Approve an Addendum Agreement with Stark County Department of Job and Family Services for the Community Health Worker - Fatherhood Coalition THRIVE Program for \$2,000.00 (new total of \$62,503.00.00) (Originally Approved at \$60,503.00)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve an addendum agreement with Stark County Job and Family Services for the Community Health Worker – Fatherhood Coalition THRIVE program for \$2,000.00 (new total of \$62,503.00, originally approved at \$60,503.00). Motion passed unanimously.

**Authorize Care Coordination Agency Agreement with the Stark Social Workers Networks Effective as of July 1, 2018 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**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to table this authorization. Motion passed unanimously.

**Authorize Agreement with Stark Social Workers Network for Community Health Worker(s) Stark THRIVE Program at an Amount not to Exceed \$25,000.00 for a Period of July 1, 2018 to December 31, 2019**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to table this authorization. Motion passed unanimously.

James Adams provided an update to the board regarding THRIVE's application for certification as a Pathways HUB. Mr. Adams is meeting with Stark Community Action Agency (SCAA) today, regarding the conflict, but has made no progress toward reaching an agreement. THRIVE's application is complete and they are ready for certification now, but the certifying agency won't consider their application until we've reached an agreement with SCAA. THRIVE has received over 600 referrals, has provided direct services to over 350 clients and those clients have given birth to 80 babies. SCAA currently has 3 clients. THRIVE has offered to bring SCAA in to their program as a Care Coordination agency, but they have declined.

**Authorize a Data Use and Services Agreement with the University of Pittsburg of the Commonwealth System of Higher Education for a Period of July 1, 2008 to June 30, 2019 at No Cost**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to authorize a data use and services agreement with the University of Pittsburg of the Commonwealth System of Higher Education for a Period of July 1, 2008 to June 30, 2019 at no cost. Motion passed unanimously.

**Accepting a Grant from CareSource for Stark County THRIVE**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to accept a grant, at an amount to be determined, from CareSource for the Stark County THRIVE program. Motion passed unanimously.

**Approve Travel Authorization**

- a. Jim Adams, Health Commissioner, for Travel from 09/26/2018 to 09/28/2018, AOHC Fall Educational Conference in Dublin, OH at a Cost not to Exceed \$102.75 (1001 301001)

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

**Acceptance of Division Reports**

- a. Medical Director – Nothing additional to report.
- b. Nursing/WIC – Diane Thompson reported that SWAP is partnering with OhioCAN for the SWAP clinic. OhioCAN would like to distribute fentanyl test strips at the clinic. The strips are in use in other countries but are not currently approved by the FDA for use in the United States. The legal department and Dr. Elias both have indicated that they approve allowing OhioCAN to do this.

Dr. Lakritz and Dr. Hickman discussed their concerns over possible liability for the department. Mr. Adams suggested that this might be an issue that could be resolved by the Ethics Committee. After some additional deliberation, the board agreed to approve the distribution.

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Laura Roach invited the board member to attend the department's All-staff Meeting that is scheduled for October 24, 2018.

- c. Laboratory – Nothing additional to report.
- d. OPHI/Surveillance – Nothing additional to report.
- e. THRIVE – Dawn Miller reported that there were no infant deaths in June and that the overall rate for the first half of the year is well under the Healthy People 2020 goal. She also reported that the black/white disparity rate is currently at 1.45 to 1.
- f. Environmental Health – Mr. Adams congratulated Annmarie Butusov on starting as Environmental Health Director today.
- g. Air Pollution Control – Terri Dzienis reported that there was a flaring event at the refinery this weekend. This was due to the refinery starting up after a long shutdown.
- h. Vital Statistics – Nothing additional to report.
- i. Fiscal Officer – Mr. Adams reported that Christi Allen will be working on the budget request in September. This will include a request for merit increases.
- j. Health Commissioner – Mr. Adams reminded the board that each member is responsible for completing 2 hours of continuing education by December.
- k. Accreditation – Rob Knight reviewed the department's progress toward completing document submission.
- l. Quality Improvement – Terri Dzienis reported that there will be new QI goals reported next month.

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

**Other Business**

No other business was discussed.

**Announcement of Next Meeting: Monday, September 24, 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, September 24, 2018 at 12:00 PM.

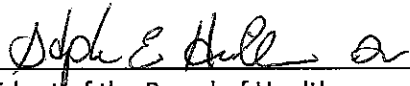
**Adjourn**

The meeting adjourned at 1:33 PM.

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President of the Board of Health



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Secretary to the Board of Health

9/24/2018

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Date of Approval