



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting

Monday, September 26, 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, September 26, 2016 at 12:00 PM with a quorum present.

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

Recognize Gus Dria

Keith Riley, of the Ohio Environmental Health Association (OEHA), presented the Gary Matson Membership Recognition Award to Gus Dria as an active member who has made a sustained effort towards the advancement of the mission of OEHA.

Executive Session to Discuss the Compensation of a Public Employee

Mr. Wyatt moved and Dr. Fiorentino seconded a seconded a motion to enter executive session 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 – Yes

Ms. Snell – Yes

Motion passed unanimously. The Board entered executive session at 12:07 PM. The Board returned from executive session at 1:03 PM.

Approve August 29, 2016 Board of Health Meeting Minutes

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the August 29, 2016 Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$176,421.27

Ms. Snell moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$176,421.27. Motion passed unanimously.

Approve Personnel

a. Appointment of APC Public Health Clerk II

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve the appointment of Julia Edwards as the APC Public Health Clerk II at \$31,476.00 (R2) with a ½ step (\$648.00) pay increase to \$32,124.00 after a 90-day probationary period with a start date on or after October 10, 2016. The exact date to be determined. Motion passed unanimously.

b. Courtney Rusnak's Prior Years' Service Vacation Credit and Carryover Sick Leave

Ms. Snell moved and Dr. Lakritz seconded a motion to approve Courtney Rusnak's vacation credit of 2 years, in accordance with Section 207.18(h) of the Health Code, and to receive 169.89 hours of carryover sick leave balance, in accordance with 207.17(b) of the Health Code. Additionally, to allow Courtney to use the vacation credit beginning January 1, 2017. Motion passed unanimously.

c. Resignation of Marisa Toppi, Effective as of October 7, 2016

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to accept the resignation of Marisa Toppi, effective October 7, 2016. Motion passed unanimously.

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d. Appointment of Epidemiologist II

Ms. Snell moved and Dr. Lakritz seconded a motion to table the appointment of the Epidemiologist II until the Board's next meeting, scheduled Monday, October 24, 2016. Motion passed unanimously.

Approve Resolutions

a. 2016-18: Commending Dr. Anju Mader

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve a resolution commending Dr. Anju Mader for serving as a member of the Board of Health from May 1, 2010 to November 30, 2013 and then as the Medical Director for the Canton City Health Department from January 1, 2014 to September 30, 2016. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for September 26, 2016 Hearings

Ms. Snell moved and Dr. Fiorentino seconded a motion to approve the hearings held on September 26, 2016. Motion passed unanimously.

Authorize a Contract Renewal and Amendment to the 21-month FFY 2016-2017 Ohio EPA Air Pollution Control Agreement

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve a contract renewal and amendment to the 21-month FFY 2016-2017 Ohio EPA Air Pollution Control Agreement to revise FFY 2016 funding to reflect final amounts and to revise FFY 2017 funding estimate values. The contract now includes a total funding amount of \$1,504,385.00 (\$849,505.00 for FFY 2016 12-month and \$608,079.00 for FFY 2017 9-month) which includes \$40,000.00 per year (\$80,000.00 total) of local funds. This reflects an overall funding decrease of 1.98% (\$30,424.00) compared to the original contract values. Motion passed unanimously.

Approve the FY2017 HIV Prevention Grant Application Passed through the Ohio Department of Health

Dr. Fiorentino moved and Ms. Snell seconded a motion to approve the FY2017 HIV Prevention grant application passed through the Ohio Department of Health with a grant period of January 1, 2017 through December 31, 2017 with an award amount of \$300,439.00 (Initial Budget) and the following sub-grantees. Motion passed unanimously.

- a. **Planned Parenthood of Northeast Ohio at an Amount not to Exceed \$20,945.00 for the Period of 1/1/2017 to 12/31/2017**
- b. **Alliance City Health Department at an Amount not to Exceed \$10,000.00 for the Period of 1/1/2017 to 12/31/2017**
- c. **Mahoning County Health Department at an Amount not to Exceed \$79,366.00 for the Period of 1/1/2017 to 12/31/2017**
- d. **Sandy Guist at an Amount not to Exceed \$450.00 for the Period of 1/1/2017 to 12/31/2017**
- e. **New Philadelphia City Health Department at an Amount not to Exceed \$20,025.00 for the Period of 1/1/2017 to 12/31/2017**

Approve the FY2017 STD Control Grant Application Passed through the Ohio Department of Health

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the FY2017 STD Control grant application passed through the Ohio Department of Health with a grant period of January 1, 2017 through December 31, 2017 with an award amount of \$30,197.00 (Initial Budget) and the following sub-grantee. Motion passed unanimously.

- a. **Mahoning County Health Department at an Amount not to Exceed \$9,850.00 for the Period of 1/1/2017 to 12/31/2017**

Approve the FY17 Dental Sealant Grant Application Passed through the Ohio Department of Health

Ms. Snell moved and Dr. Fiorentino seconded a motion to approve the FY17 Dental Sealant grant application Passed through the Ohio Department of Health with a grant period of January 1, 2017 through December 31, 2017 and an award amount of \$65,618.51 (Initial Budget). Motion passed unanimously.

- a. **Approve FY17 Agreement with Anna Mayle at an Amount not to Exceed \$9,918.48 for the purpose of providing dental sealant services for a period of January 1, 2017 through December 31, 2017.**
- b. **Approve FY17 Agreement with Alison Giammarco at an amount not to exceed \$9,918.48 for the purpose of providing dental sealant services for a period of January 1, 2017 through December 31, 2017.**
- c. **Approve FY17 Agreement with Dr. Meredith Robeson at an amount not to exceed \$1,800.00 for the purpose of providing dental sealant supervision services for a period of January 1, 2017 through December 31, 2017.**

Mr. Wyatt moved and Ms. Snell seconded a motion to authorize the above dental sealant services agreements. Motion passed unanimously.

Approve Travel Authorization

- a. Pamela Gibbs, Health Services Coordinator, for travel from October 20, 2016 to October 21, 2016, Transforming Care Conference in Columbus, Ohio at a cost not to exceed \$238.13 (2318)

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

Required Board of Health Training – Household Hazardous Waste Program Update (Mark Adams)

Mark Adams, Director of Environmental Health, presented to the Board a Household Hazardous Waste program update from 1:19 PM to 1:39 PM for the required Board of Health Training.

Dr. Lakritz left at this time (1:31 PM).

Acceptance of Division Reports

- a. Medical Director – Nothing else to report.
- b. Nursing/WIC – The division is transitioning from working the current Medical Director, Dr. Anju Mader, to working the new Medical Director, Dr. Jon Elias.
- c. Laboratory – The laboratory recently completed a semi-annual inspection with Ohio Department of Health and was found to be much improved over a previous inspection.
- d. OPHI/Surveillance – Amanda reported to the Board about 2 cases of outbreaks and an updated ABCs of Infectious Disease report that was recently distributed via the Health Alert Network.

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- e. Environmental Health – The division has recently held discussions with Ohio Department of Health and will once again license Drive-Through establishments. There are approximately 40 of these in the city.
- f. Air Pollution Control – The division is currently experiencing some personnel turn-over. Also, the PM2.5 monitor is currently out of service and the division has no spare due to the cost. Ohio EPA has loaned the division a monitor.
- g. Vital Statistics – Ohio Department of Health is changing the procedure for registration of birth and death records. Beginning in October death records at the Coroner’s Office will be automatically registered when both the Coroner and Funeral Director complete the record electronically. Ohio Department of Health plans to start adding other physicians to this process in April, 2017. Beginning January 1, 2017 birth records will be automatically registered with the hospital completes the electronic record.
- h. Fiscal – A budget review was recently completed and the department’s general fund is about \$40,000.00 short of the funds necessary to pay salaries for the remainder of the year. During the review it was determined that this shortfall could be covered by shifting some personnel costs to other funds. Additionally, the department has been paying for indigent burials while this is actually the city’s obligation. The department plans to ask the city to pay these costs in the future.
- i. Health Commissioner – The commissioner thanked the department for their participation in the annual “Feed the Needy” food and supply drive. Christina Henning coordinated this effort for the department and was recognized for this. Additionally, the commissioner thanked Terri Dzienis for recently completing two large grant applications related to quality improvement projects. The commissioner also reminded the board that the department has an upcoming meeting on October 20, 2016 that all department staff are required to attend.
- j. Accreditation Team – The accreditation coordinator, Rob Knight, recently attended an Accreditation Learning Community.

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

Other Business

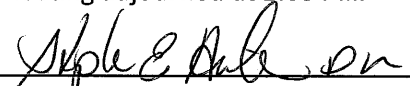
There was no other business.

Announcement of Next Meeting: Monday, September 26, 2016 at 12:00 PM

The next regular scheduled meeting of the Board of Health of the Canton City Health District will be on Monday, October 24, 2016 at 12:00 PM.

Adjourn

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 2:03 PM.



President of the Board of Health



Secretary to the Board of Health

10/24/2016
Date of Approval