

# BOARD OF HEALTH



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

---

**Canton City Public Health**

**Monday, March 23, 2020**  
**@ 12:00pm**



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

Canton City Public Health

**Board of Health Meeting**  
Monday, February 24, 2020 @ 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 Canton City Public Health on Monday, February 24, 2020 at 12:00 PM with a quorum present.

Dr. Hickman, Mr. Wyatt, Dr. Johns, Dr. Lakritz, Ms. Lucas and Mayor Bernabei were present. Also present were Dr. Elias, James Adams, Christi Allen and Robert Knight.

**Unfinished Business**

No unfinished business was discussed.

**Approve January 27, 2020 Board of Health Meeting Minutes**

Dr. Johns moved and Ms. Lucas seconded a motion to approve the January 27, 2020 Board of Health meeting minutes. Motion passed unanimously.

**Approve List of Bills - \$128,413.31**

Ms. Lucas moved and Mr. Wyatt seconded a motion to approve the list of bills totaling \$128,413.31. Motion passed unanimously.

**Election of Board of Health Officers**

Mr. Wyatt moved and Dr. Johns seconded a motion to appoint Dr. Hickman as President Pro-Tem of the Board of Health. Motion passed unanimously.

Dr. Hickman moved and Dr. Lakritz seconded a motion to appoint Mr. Wyatt as Vice-President of the Board of Health. Motion passed with four votes for and one abstention.

**Executive Session to Discuss the Compensation of a Public Employee**

Dr. Johns moved and Ms. Lucas 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	Mr. Wyatt – Yes
Dr. Lakritz – Yes	Ms. Lucas – Yes	

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

Mayor Bernabei left at this time, 1:07 PM.

**Approve Personnel:**

**a. Probationary Period Ending for Geli Ellsworth, Administrative Specialist (R4), Retroactive to February 2, 2020**

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the probationary period ending for Geli Ellsworth, Administrative Specialist (R4), retroactive to February 2, 2020 with a pay increase of \$825.00 to a salary of \$40,872.00. Motion passed unanimously.

## **Board of Health Minutes**

**February 24, 2020**

**Page (2)**

### **b. Appointment of APC Engineer (R6)**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to offer the position of APC Engineer (R6) to Clayton Ralston at \$46,758.00 with a start date of April 13, 2020 with a 90-day probationary period with a second choice of Brook Cannon at \$46,758.00 with a start date of March 2, 2020 with a 90-day probationary period to come out of APC funds (2331). Motion passed unanimously.

### **c. Appointment of Deputy Registrar (R3)**

Dr. Johns moved and Mr. Wyatt seconded a motion to offer the position of Deputy Registrar (R3) to Jil Neuman at \$36,002.19 with a 90-day probationary period with a start date of February 29, 2020 to come out of VS/Admin funds (7601-301001). Motion passed unanimously.

### **d. Amy Rehm, Staff Nurse II (R5), Vacation Credit**

Dr. Lakritz moved and Ms. Lucas seconded a motion to approve Amy Rehm, Staff Nurse II (R5) four years of vacation credit from her prior employment. Motion passed unanimously.

### **e. Approve THRIVE Pathways HUB Manager (R5) Position Description**

Dr. Johns moved and Mr. Wyatt seconded a motion to approve the THRIVE Pathways HUB Manager (R5) position description as presented. Motion passed unanimously.

Dr. Lakritz moved and Mr. Wyatt seconded a motion that the board will not approve any further exceptions to position schedule until the department has completed a salary review. Motion passed unanimously.

### **Approve Recommendations of the Hearing Officer for February 24, 2020**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the recommendations of the hearing officer for February 24, 2020. Motion passed unanimously.

### **Approve 2020 Resolutions:**

#### **a. Amend Resolution 2020-01 –Add additional vendors to list of approved vendors for early payment of invoices.**

Ms. Lucas moved and Dr. Lakritz seconded a motion to approve the second reading of Resolution 2019-04 to Rescind Various Sections of the Health Code. Motion passed unanimously.

### **Approve Agreement with Julian & Grube, Inc. to Prepare a Compilation Report and Various Audit Services as Required by Law for the 2019 Audit at an Amount not to Exceed \$6,000.00 with Two Additional Contracted Years for the 2020 and 2021 Audit at \$4,100.00 each**

Dr. Lakritz moved and Dr. Johns seconded a motion to approve an agreement with Julian & Grube, Inc. to prepare a compilation report and various audit services as required by law for the 2019 audit at an amount not to exceed \$6,000.00 with two additional contracted years for the 2020 and 2021 audit at \$4,100.00 each. Motion passed unanimously.

### **Reschedule September 28, 2020 Board of Health meeting to September 21, 2020 due to Holiday**

Ms. Lucas moved and Dr. Lakritz seconded a motion to reschedule the September 28, 2020 Board of Health meeting to September 21, 2020 due to a holiday. Motion passed unanimously.

### **Approve Travel Authorization**

- a. Robert Knight, Performance Improvement and Accreditation Coordinator, for Travel on 03/09/2020, 04/06/2020, 05/04/2020 and 06/08/2020, LEAN Six Sigma Green Belt Training in Akron, OH (University of Akron) not to Exceed \$3,500.00 for Registration Costs Only (Fund 7601.308001, OPHII)

## **Board of Health Minutes**

**February 24, 2020**

**Page (3)**

- b. Christi Allen, Fiscal Manager, for Travel from 04/06/2020 to 04/07/2020, Finance for Health Department Training in Marysville, OH (Union County Health Department) not to Exceed \$345.00 (Fund 7601.301001, Admin/VS)
- c. Jennifer Hayden, Breastfeeding Coordinator, for Travel from 03/27/2020 to 03/28/2020, OLCA's 28th Annual Breastfest Conference in Columbus, OH at a Cost not to Exceed \$484.12 (Fund 2316, WIC)
- d. Kim Campbell, APC Engineering Technician, for Travel from 03/24/2020 to 03/25/2020, Tisch Environmental Training in Cleves, OH not to Exceed \$253.30 (Fund 2331, APC)
- e. Samantha Yost, APC Monitoring and Inspection Technician, for Travel from 03/24/2020 to 03/25/2020, Tisch Environmental Training in Cleves, OH not to Exceed \$253.30 (Fund 2331, APC)

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

Mr. Wyatt left at this time, 1:25 PM.

### **Acceptance of Division Reports**

- a. Medical Director – Dr. Elias reported that he has been monitoring news about the Coronavirus and that, while there has been no activity in Ohio, he believes that it is potentially worrisome.
- b. Nursing/WIC – David McCartney, Early Intervention Specialist, presented information to the board regarding advances in HIV treatment and prevention.

Diane Thompson spoke to the board about the results from a recent focus group. She said that the department is planning a marketing campaign based on the results.

Laura Roach reported that the new WIC system was rolled out on February 5, 2020 and that WIC received new computers the same day. The new computers are connected to the department's network. She also reported that an on-site audit was recently completed and that it went well.

- c. Laboratory – Christina Henning reported that the laboratory is preparing for a bi-annual inspection.
- d. OPHII/Surveillance – Amanda Archer reported to the board that the Epigram was sent out and that Flu reports are sent weekly. She said that Robert Knight was appointed as the new backup Public Information Officer and that the department is working on a system to track Facebook posts. Ms. Archer also reported that the Workforce Development Team is presenting the results of the staff satisfaction survey to department personnel in the next few weeks. She said that new subcommittees are in the works. She then reported that the Naloxone grant program has implemented three of four strategies and the fourth will be in place soon.
- e. THRIVE – Dawn Miller reported that the annual Community Health Summit will take place on Thursday and there will be a Cost of Poverty Experience exercise in the morning. She said that HuB certification is moving quickly and that United Way recently asked to feature the THRIVE program on their website.
- f. Environmental Health – Annmarie Butusov reported that food inspections are on target to be finished early this year.

**Board of Health Minutes**

**February 24, 2020**

**Page (4)**

- g. Air Pollution Control – Terri Dzienis reported that the division’s annual report was included in the board packet and that the quarterly report will be presented in April. She also said that the asbestos abatement work on the second floor has been completed and that she is now waiting for final clearance.
- h. Vital Statistics – Christi Allen reported to the board that she is working to fill the division’s vacant supervisor position.
- i. Fiscal Officer – Christi Allen reported that the department will be moving to LexisNexis point-of-sale systems and she expects to save about \$6,000.00 per year in fees.
- j. Health Commissioner – James Adams reported that the department is participating in twice-weekly meetings to monitor COVID-19 activity in Ohio. He said that travelers arriving from selected countries are being monitored for symptoms. Mr. Adams said that salary structure review committee has started meeting and spoke to the board about arranging a work session for their input.
- k. Accreditation – Nothing additional.
- l. Quality Improvement and Performance Management – Terri Dzienis said this will be the last report that she prepares and the next reports will be prepared by Robert Knight. She said that the performance management data is good overall. She also reported that the data from Environmental Health was reexamined and it was found that the division had achieved its goals.

Dr. Johns moved and Ms. Lucas seconded a motion to accept the division reports. Motion passed unanimously.

**Other Business**

No other business was discussed.

**Announcement of Next Meeting: Monday, March 23, 2020 at 12:00 PM**

The next regular scheduled meeting of the Board of Health of Canton City Public Health will be on Monday, March 23, 2020 at 12:00 PM.

**Adjourn**

Ms. Lucas moved and Dr. Johns seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 2:16 PM.

---

President of the Board of Health

---

Secretary to the Board of Health

---

Date of Approval

# Canton City Public Health

February 2020 Report (Meeting 3/23/20)

**NURSING DIVISION**

Jon Elias, M.D.  
Medical Director

Diane Thompson, R.N., M.S.N., DON  
Nursing Division

## CLINIC SERVICES

	# of Clinics	# Attending	YTD
Immunization Clinic	4	15	35
Tuberculosis (TB) Mantoux	4	12	36
Travel	3	13	33
S.T.I.	8	59	141
C.T.R. Clinic	5	2	2
C.T.R. – # Qualified & Tested		2	2
C.T.R. – Appointments		1	2
Field/Outreach Testing		3	4
SWAP	4	321	725
SWAP Testing		2	4
SWAP Vaccination Clinic	4	0	0
Hepatitis A Outbreak Clinic	0	0	0

## DENTAL SEALANT PROGRAM

	Students Screened	YTD Screened	Students Sealed	YTD Sealed
Dental Sealants	450	782	260	452

## HIV TESTING

	Month	YTD	HIV+ Month	HIV+ YTD	Discordant	Discordant YTD
Tests Performed	15	28	2	2	0	0
Results Given	15	28	2	2	0	0

## HIV INFECTION

	HIV (900) Month	AIDS (950) Month	HIV (900) YTD	AIDS (950) YTD
Canton City	0	0	0	0
Stark County*	1	0	1	0

\* excludes Canton City Residents

**HIV Infection includes all persons infected with HIV and/or symptomatic of HIV related disease. AIDS reports include only those who meet the CDC AIDS definition.**

**SPECIAL PROGRAMS**

	SESSIONS/VISITS/ CONTACTS		# ATTENDING	
	Month	YTD	Month	YTD
Nursing School Students/Physician Affiliations			3	4
STD/HIV Programs (Quest) – Goal 8 programs per year				
Communicable Disease Programs	0	0	0	0
Health Promotions / Fairs (Goodwill Parenting talks)	1	4	250	280
Get Vaccinated (GV) Ohio Grant – Maximizing Office Based Immunization Programs (MOBI) & Teen Immunization Education Sessions (TIES) – Goal of 25 per grant year July 1 <sup>st</sup> – June 30 <sup>th</sup>	2	6		
Get Vaccinated (GV) Ohio Grant – Immunization Quality Improvement for Providers (IQIP) – Goal of 7 per grant year July 1 <sup>st</sup> – June 30 <sup>th</sup>	0	0		
DIS Interviews and/or Visits	14	30		
Linkage to Care visits	2	4		
PAPI (Prevention Assistance Program Interventions) referrals	4	10		
PAPI (Prevention Assistance Program Interventions) enrollment	1	2		
Bureau for Children with Medical Handicaps (BCMH) and PHN Consultative Service Home Visits/Contacts [Goal – 90% of caseload will be contacted annually July 1st- June 30 <sup>th</sup> ]	5	9		

**WIC Division  
Monthly Caseload Report**

Assigned Caseload for Canton WIC FY20: 2,061

Assigned Stark Project Caseload FY20: 5,437

WIC Fiscal Year 2020 <i>October 2019 – September 2020</i>		
	Canton City	Total for Stark Project
October 2019	2,166	5,563
November 2019	2,082	5,410
December 2019	2,030	5,251
January 2020	2,029	5,212
February 2020	1,988	5,153

# Canton City Health Department

February 2020 (Meeting 3/23/2020)

## LABORATORY

Program	Tests	Tests Positive	Proficiency Testing	YTD Samples Tested	YTD Samples Positive	YTD Proficiency Testing
<b>WATER:</b>						
Private	126	26	0	233	57	0
Public	19	0	0	50	0	20
Commercial	32	0	0	69	0	0
Other	94	2	0	94	2	0
<b>FOOD SERVICES:</b>						
Frozen Desserts	0	0	0	0	0	0
Other Exams	0	0	0	0	0	0
<b>CLINICAL:</b>						
Gonorrhea-smear	17	1	5	35	2	5
N.G.U.	17	13	0	35	24	0
Gonorrhea-culture	25	0	0	66	1	0
Oxidase Reflex	18	0	0	38	3	0
Culture Gram Stain Reflex	0	0	0	3	2	0
Sugar Confirmation Reflex	0	0	0	2	1	0
Gonorrhea-Gene amp.	55	4	5	122	7	5
Chlamydia-Gene amp.	55	3	5	122	11	5
Syphilis Serology Qualitative	44	4	0	103	11	0
Syphilis Serology Quantitative	4	4	0	11	11	0
Candida	22	1	0	40	4	0
Gardnerella	22	13	0	40	24	0
Trichomonas	22	1	0	40	2	0
Pregnancy-urine	1	0	0	1	0	0
HIV screen	15	3	0	28	3	0
HIV Insti Confirmatory	3	3	0	3	3	0
Blood Lead	0	0	0	0	0	2
HCV Antibody screening	1	1	0	1	1	0
<b>MISCELLANEOUS:</b>						
Pollen counts	0	0	0	0	0	0
Other Exams	0	0	0	0	0	0
Misc. (insects, etc.)	0	0	0	0	0	0



# Canton City Health Department

February 2020 (Meeting 3/23/2020)

**Environmental Health**

**NUISANCE/RECYCLE CENTER UPDATES:** The recycle center received our permanent Certificate of Occupancy from Building and Code on March 3, 2020.

**FOOD UPDATES:** Regular food inspections are on hold at this time due to health concerns for staff regarding COVID-19. We have received a few complaints regarding Governor DeWine's Order for bars and restaurants to provide to-go orders and carry out only. There is an exemption for catered weddings and funerals.

I will run a new cost methodology/cost analysis on the food licensing program in a few months. Expect an upcoming vote to increase some of our food license fees.



THE CITY OF  
**CANTON**  
THOMAS M. BERNABEL, MAYOR

Date 3-3-2020

RE: 742 Schroyer Ave SW

Parcel: 285659 ; Legal Description: OL 72 .58A; OL 73 .67A (CA#7091)

Chief Building Official Dodovich,

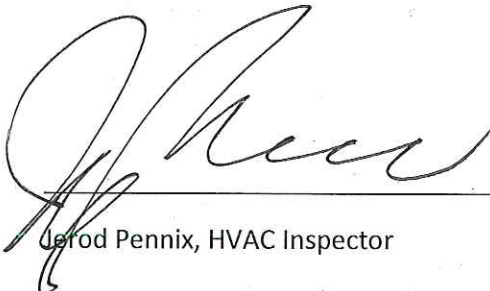
We have provided the final inspection to the above referenced property and find it has been constructed in accordance with the approved plans.. We are hereby recommending you issue a Certificate of Use and Occupancy, with no exceptions. We have prepared the Certificate of Occupancy for your signature with the appropriate project information.

Thank you,



---

Jerod Pennix, Building Inspector



---

Jerod Pennix, HVAC Inspector



---

James Ergon, Plumbing Inspector

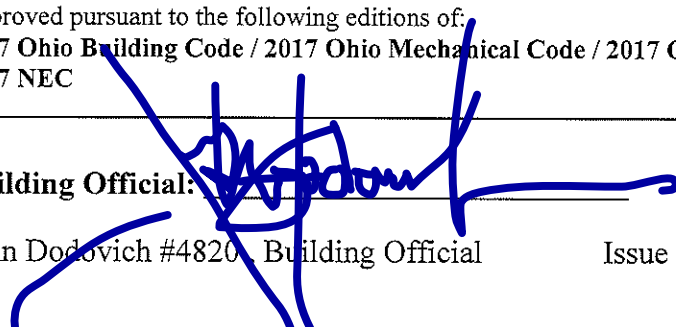


---

Josh Maksim, Electrical Inspector

# Commercial Certificate of Use and Occupancy

City of Canton Building Department ♦ 424 Market Ave N, 3<sup>rd</sup> Floor Canton, OH 44702 ♦ 330-430-7800

<b>Property Address:</b> 742 Schroyer Ave SW			<b>Owner Information:</b> Name CITY of CANTON, Address 218 CLEVELAND AVE SW CANTON OH 44702, Phone Number 330-489-3338		
<b>Approved As:</b> Code Compliance No _____ Building Permit No. _____ Pre-Existing Condition (No Change) X _____ New Structure _____ Alteration _____ Change of Occupancy _____ Addition _____ Temporary Occupancy _____			<b>Tenant Information:</b> Name <u>City of Canton</u> Address _____ Phone Number _____ Fax _____		
<b>Use Group(s):</b>	<b>Occupancy Description:</b>	<b>Construction Type: 2B</b>	<p><b>This is to serve as the C/O for the Canton City Recycling Center. Parcel#285659 Legal Description: OL 72 .58A; OL 73 .67A (CA#7091) Specific Stipulations, Conditions, or Variances: OBC 111.4; Existing Building. Maximum Allowable Exempt Quantities as permitted per OBC Table 307.1(1) and as noted on the approved plans date stamped January 9, 2020.</b></p> <p>This certificate represents an approval that is valid only when the building and its facilities are used as stated and is conditional upon all building systems being maintained and tested in accordance with the applicable Ohio Board of Building Standards rules and applicable equipment or system schedules.</p> <p>This certifies conformance with Chapters 3781, and 3791 of the Revised Code and the applicable provisions of the rules of the Ohio Board of Building Standards.</p> <p>Plan Approval Application No. Code Compliance #20-5</p> <p>Approved pursuant to the following editions of: <b>2017 Ohio Building Code / 2017 Ohio Mechanical Code / 2017 Ohio Plumbing Code / 2017 NEC</b></p>		
Primary: S-1	Recycling Building				
Accessory:					
Accessory:					
Mixed Uses:					
Code Compliance #20-5 indicates of how areas are approved and design occupancy loads.			<p>Plan Approval Application No. Code Compliance #20-5</p> <p>Approved pursuant to the following editions of: <b>2017 Ohio Building Code / 2017 Ohio Mechanical Code / 2017 Ohio Plumbing Code / 2017 NEC</b></p>		
<b>Occupant Load: 24 Occupants, 5,000 sq. ft.</b>					
<b>Description of Occupancy: recycling, sorting and storage</b>			<p>Plan Approval Application No. Code Compliance #20-5</p> <p>Approved pursuant to the following editions of: <b>2017 Ohio Building Code / 2017 Ohio Mechanical Code / 2017 Ohio Plumbing Code / 2017 NEC</b></p>		
<b>Fire Sprinkler Protection System Information:</b>					
N/A X	Required	Non-Required	<p>Plan Approval Application No. Code Compliance #20-5</p> <p>Approved pursuant to the following editions of: <b>2017 Ohio Building Code / 2017 Ohio Mechanical Code / 2017 Ohio Plumbing Code / 2017 NEC</b></p>		
<b>System Type:</b>	<b>Location:</b>				
<b>Classification Type:</b>			<p><b>Building Official:</b> </p> <p>John Dodovich #4820, Building Official Issue Date 3-3-2020</p>		
Storage Height:	Aisle Width: N/A	Static Pressure:	<p>John Dodovich #4820, Building Official Issue Date 3-3-2020</p>		
Residual Pressure:	GPM Flow:	Required Pressure:			

**This certificate is valid for the specific Use and Occupancy as described above.**  
**This certificate is subject to periodic inspections by the City of Canton Fire Prevention Bureau.**  
*This certificate shall be posted in a conspicuous place at or close to the main entrance of the building or structure permanently maintained.*

# Canton City Health Department

## March Board Report

## Environmental Health

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Nuisance Cases Opened	95	73											168
Nuisance Cases Acknowledged	91	70											161
Nuisance Cases Closed	85	57											142
Days to Acknowledge	0.33	0.18											0.55
Days to Close	4.38	3.1											4.38
Animal Bites	25	18											43
*Food Inspections	79	73											152
Mobiles	0	2											2
Vending	0	0											0
Temporary Event	3	1											4
Swimming Pools / Spas	1	1											2
Schools	10	1											11
Body Art (Tattoos)	0	0											0

\*Food Inspections includes standard, follow up, complaint, consultations, precicensing, 30-day, critical control point, process review, consultations and complaint inspections.

# Canton City Public Health

February Report 2020 (Meeting 3/23/2020)

## VITAL STATISTICS

Certificates Issued	FEB 2020	2020 YTD	2019 YTD
Death Certificates Issued	508	1,235	1,149
Birth Certificates Issued	828	1,766	1,701

*Births Total Residents & Nonresidents	FEB 2020	2020 YTD	2020 YTD
Births	305	638	
Unmarried Parent Births	165	333	52%
Births to Mothers aged 14 and under	-	-	-
Births to Mothers aged 15 - 17	7	9	1%
Births to Mothers aged 18 - 19	13	40	6%
Births to Mothers aged 20 - 24	84	173	27%
Births to Mothers aged 25 - 29	87	194	30%
Births to Mothers aged 30 - 34	70	137	21%
Births to Mothers aged 35 - 39	39	72	11%
Births to Mothers aged 40 - 44	4	12	2%
Births to Mothers aged 45 and over	1	1	0%

Deaths in Canton City	FEB 2020	2020 YTD	YTD Male	YTD Female
Total	150	343	52%	48%
Deaths aged less than 1 day	-	3	33%	67%
Deaths aged less than 1 year	1	1	100%	0%
Deaths aged 1 - 3	-	-	0%	0%
Deaths aged 4 - 9	-	-	0%	0%
Deaths aged 10 - 19	1	1	0%	100%
Deaths aged 20 - 29	3	5	40%	60%
Deaths aged 30 - 39	2	6	50%	50%
Deaths aged 40 - 49	7	13	62%	38%
Deaths aged 50 - 59	16	33	55%	45%
Deaths aged 60 - 69	34	77	56%	44%
Deaths aged 70 - 79	40	103	52%	48%
Deaths aged 80 and over	46	101	47%	53%

Based on the number of births and deaths registered for the month of February 2020.



# February 2020 Travel

## Travel (NO expenses)

Name	Meeting description	Location	Date of meeting
Archer, Amanda	Required Quarterly Ohio OPN Meeting for IN21 Grant Recipients	Dublin	2/7/2020
Catrone, Frank	PREP Training	Cleveland	2/10-2/11/2020
Clifford, Lashelle	WIC System Training at ODH	Columbus	2/5/2020
Foster, Sharon	WIC System Training at ODH	Columbus	2/5/2020
Frank, Janet	WIC System Training at ODH	Columbus	2/5/2020
Gibbs, Pamela	ODH Required Combined Community Planning Group Meeting	Columbus	2/12/2020
Hupp, Jaclyn	TSO Meeting	Groveport	1/23/2020
Malloy, Molly	PREP Training	Cleveland	2/10-2/11/2020
Malloy, Molly	District 2 North PREP Coalition Meeting	Parma	2/18/2020
McCartney, David	ODH Required Combined Community Planning Group Meeting	Columbus	2/12/2020
Most, Dea	WIC System Training at ODH	Columbus	2/5/2020
Pitcher, Katy	WIC System Training at ODH	Columbus	2/5/2020

## Travel (WITH expenses)

Name	Meeting description	Location	Date of meeting	Fund and account
Koons, Kim	ODH WIC Certification System Training	Columbus	2/5/2020	2316 301001 77240
Parr, Linda	ODH WIC Certification System Training	Columbus	2/5/2020	2316 301001 77210/77240
Roach, Laura	ODH WIC Certification System Training	Columbus	2/5/2020	2316 301001 77240