



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting

Monday, January 23, 2017 @ 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, January 23, 2017 at 12:08 PM with a quorum present.

Dr. Hickman, Dr. Fiorentino, Dr. Fiorentino and Mayor Bernabei were present. Mr. Wyatt arrived at 12:14 PM during executive session. Also present were James Adams, Dr. Elias, Christi Allen, and Robert Knight.

Approve December 19, 2016 Board of Health Meeting Minutes

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve the December 19, 2016 Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$166,832.03

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the list of bills totaling \$166,832.03. Motion passed unanimously.

Executive Session to Discuss the Compensation of a Public Employee and Matters Required to be Kept Confidential by Law

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

Dr. Hickman – Yes

Dr. Lakritz – Yes

Dr. Fiorentino – Yes

Mr. Wyatt – Arrived after vote

Motion passed unanimously. The Board entered executive session at 12:10 PM. The Board returned from executive session at 12:41 PM.

Patient Write Off

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve a patient write off for MRD #33524 for \$105.00. Motion passed unanimously.

Approve Personnel

a. Probationary Period Ending for Ashley Archer, Effective January 27, 2017

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the completion of the 90-day probationary period for Ashley Archer, WIC Part-time Clinic Assistant (PT2) effective January 27, 2017 with a half step increase of \$0.33 an hour with a new hourly rate of \$16.47. Motion passed unanimously.

b. Probationary Period Ending for Julie Edwards, Effective January 8, 2017

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve the completion of the 90-day probationary period for Julie Edwards, Public Health Clerk II (R2) retroactive to January 8, 2017 with a half step increase of \$648.00 with a new salary of \$32,124.00. Motion passed unanimously.

c. Family Medical Leave Act/Medical Leave of Absence for Julie Edwards

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve a medical leave of absence beginning January 17, 2017 up to April 11, 2017. Motion passed unanimously.

d. Approve Laboratory Technician Full-Time Job Description

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve the Laboratory Technician Full-time job description. Motion passed unanimously.

e. Approve Laboratory Technician Part-Time Job Description

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve the Laboratory Technician Part-time job description. Motion passed unanimously.

f. Approve Public Hearing Date to Discuss Retirement and Re-Employment of Health Commissioner

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve a public hearing to discuss the retirement and re-employment of the Health Commissioner, Jim Adams, at a lower rate of pay, for March 13, 2017 during the regular Board of Health Meeting. Motion passed unanimously.

Approve Resolutions

2017-01: Authorizing Payment of Regular Expenses

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve resolution 2017-01 authorizing payment of regular expenses. Motion passed unanimously.

2017-02: Periodic Program-Related Travel Expenses

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to approve resolution 2017-02 authorizing periodic program-related travel expenses. Motion passed unanimously.

2017-03: Abatement of Public Nuisances

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve resolution 2017-03 authorizing abatement of public nuisances. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for January 23, 2017 Hearings

No hearings were held on January 23, 2017.

Approve 2016 Moral Obligations

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve the following moral obligations from 2016. Motion passed unanimously.

- a. Mahoning County Health for 2016 additional grant money for \$875.00 (2318)
- b. Stark County Health for November/December Ebola expenses for \$2,879.75 (2328)
- c. Canton Repository for advertising for food service fee changes for \$107.80 (2351)
- d. Verizon Wireless for August and September iPad services for \$80.30 (2323)
- e. US Postal Service for August and September postage costs for \$33.64 (2323)
- f. Canton City Treasurer for August and September printing costs for \$49.92 (2323)

Approve 2017 Board of Health Meeting Dates

Dr. Fiorentino moved and Mr. Wyatt seconded a motion to approve the dates for the 2017 Board of Health Meetings. Motion passed unanimously.

- a. January 23, 2017
- b. February 27, 2017
- c. March 13, 2017
- d. April 24, 2017
- e. May 22, 2017
- f. June 26, 2017
- g. July 24, 2017

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- h. August 28, 2017
- i. September 25, 2017
- j. October 23, 2017
- k. November 27, 2017
- l. December 18, 2017

Discussion of Revision of Department Mission, Vision and Values

Mr. Adams presented a draft of a revision of the department's Mission, Vision and Values. Dr. Hickman appreciated the addition of Equity to the Values statement. Dr. Lakritz would like to add Accessibility to Values. Mayor Bernabei suggested a revision of the Quality portion of the Values statement.

Approve the 2017 Stark-Tuscarawas-Wayne Joint Solid Waste Management District Health Department Grant for \$35,000.00 for the Period of January 1, 2017 through December 31, 2017

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve Stark-Tuscarawas-Wayne Joint Solid Waste Management Health Department Grant for \$35,000.00 for the period of January 1, 2017 to December 31, 2017. Motion passed unanimously.

Approve the 2017 Stark-Tuscarawas-Wayne Joint Solid Waste Management District Tire Drop-Off Cleanup/Host Community Grant \$625.00 a quarter (\$2,500.00) for the Period of January 1, 2017 through December 31, 2017

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the 2017 Stark-Tuscarawas-Wayne Solid Waste Management District Tire Drop-off Cleanup/Host Community for \$625.00 a quarter for the period of January 1, 2017 to December 31, 2017. Motion passed unanimously.

Approve Agreement with One Call Now for WIC Client Messaging Services at an Amount not to Exceed \$3,608.40 for the Period of February 1, 2017 through September 30, 2017

Dr. Lakritz moved and Dr. Fiorentino seconded a motion to approve an agreement with One Call Now for WIC client messaging services for an amount not to exceed \$3,608.40 for the period of February 1, 2017 through September 30, 2017. Motion passed unanimously.

Approve Agreement with SCF Development, Ltd. For Lease of Office Space at 400 Market Ave N, 4th Floor, Canton, Ohio 44702 for the Period of February 1, 2017 through January 31, 2018 at an Amount not to Exceed \$25,560.00 annually

Dr. Fiorentino moved and Dr. Lakritz seconded a motion to approve an agreement with SCF Development, Ltd. for the lease of office space at 400 Market Ave N, 4th Floor, Canton, Ohio 44702 for the period of February 1, 2017 through January 31, 2018 at an amount not to exceed \$25,560.00 annually.

Acceptance of Division Reports

- a. Medical Director – Dr. Elias reported that he is working to gain the credentials necessary to begin billing.
- b. Nursing/WIC – The division will be requesting approval of a resolution related to the needle exchange program at the next meeting
- c. Laboratory – Nothing additional to report.
- d. OPHI/Surveillance – Nothing additional to report.
- e. Environmental Health – The division has completed several undocumented clean-ups in addition to those that were billed.

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- f. Air Pollution Control – The division will have an agreement to perform lead monitoring services for Republic Steel ready for approval at the next meeting.
- g. Vital Statistics – The division won't have good reports until Ohio Department of Health starts providing data.
- h. Fiscal – Nothing additional to report.
- i. Health Commissioner – On February 9, 2017 there will be a meeting with Ohio Department of Health and the departments THRIVE partners.
- j. Accreditation Team – Document gathering has begun in preparation for application. Additionally, a resolution will be needed in March stating that the Board supports the department's accreditation efforts.
- k. Quality Improvement – The team hopes to have projects completed by the end of this year.

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

Other Business

Mr. Adams invited the Board to attend the upcoming Stark County Health Improvement Summit at Walsh University, Barrette Center on February 22, 2017 from 8:00 AM until 2:00 PM.

Dr. Lakritz is participating in the Walk with a Doc Program and invited everyone to join her on February 9, 2017 at 5:00 PM at the Eric Snow Family YMCA.

Announcement of Next Meeting: Monday, February 27, 2017 at 12:00 PM

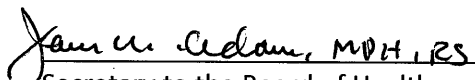
The next regular scheduled meeting of the Board of Health of the Canton City Health District will be on Monday, February 27, 2017 at 12:00 PM.

Adjourn

Mr. Wyatt moved and Dr. Fiorentino seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:20 PM.



President of the Board of Health



Secretary to the Board of Health

February 27, 2017

Date of Approval