



Public Health
Prevent. Promote. Protect.

Canton City Health District

Board of Health Meeting

Monday, May 22, 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, May 22, 2017 at 12:13 PM with a quorum present.

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

Approve April 24, 2017 Board of Health Meeting Minutes

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the April 24, 2017 Board of Health meeting minutes. Motion passed unanimously.

Approve May 5, 2017 Special Board of Health Meeting Minutes

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the May 5, 2017 Special Board of Health meeting minutes. Motion passed unanimously.

Approve List of Bills - \$97,514.34

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the list of bills totaling \$97,514.34. Motion passed unanimously.

Executive Session to Discuss the Compensation of a Public Employee

No executive session was held.

Approve Personnel

a. Unpaid Personal Leave of Absence of 6 Days for Ashley Archer, WIC Clinic Assistant (R2) (05/12/17, 07/24/17 – 07/28/17)

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve unpaid leave of absence of six days for Ashley Archer, WIC Clinic Assistant (R2) for May 12, 2017 and July 24, 2017 through July 28, 2017. Motion passed unanimously.

b. Retirement of Debbie Mazzocca, Public Health Clerk II (R2) as of August 4, 2017

Mr. Wyatt moved and Dr. Lakritz seconded a motion to accept, with regret, the retirement of Debbie Mazzocca, Public Health Clerk II (R2) effective August 4, 2017. Motion passed unanimously.

c. Tuition Reimbursement for Colton Masters, Staff Sanitarian II (R5) for \$400.00 (In accordance with Provision 207.13 of the Canton City Health Code)

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve a tuition reimbursement for Colton Masters, Staff Sanitarian II, in the amount of \$400.00 in accordance with the Canton City Health Code 207.13. Motion passed unanimously.

d. Appointment of Two Part-Time APC Technicians (PT11)

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the appointment of Anthony Raymond as a part-time Air Pollution Control (APC) Technician (PT11) at \$9.52 an hour with no 90-day probationary period with a start date of May 23, 2017 and Alexander Nupp as a part-time Air Pollution Control (APC) Technician (PT11) at \$9.52 an hour with no 90-day probationary period with a start date of May 23, 2017 with Tristan Mullane as a back-up if one of them does not accept the position. Motion passed unanimously.

Board of Health Minutes

May 22, 2017

Page (2)

e. Appointment of a Part-Time Public Health Technician (PT11)

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the appointment of Amanda Spencer as a part-time Public Health Technician (PT11) at \$9.52 an hour with no 90-day probationary period with a start date of May 23, 2017. Motion passed unanimously.

f. Part-Time Recycling Public Health Technician (PT11) Position Description

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the new position description of a part-time Recycling Public Health Technician (PT11). Motion passed unanimously.

g. Environmental Health Technician (R3) Position Description

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the new position description of Environmental Health Technician (R3). Motion passed unanimously.

h. Position Classification Schedule

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the amended Position Classification Schedule with the following changes to the Environmental Health section:

- a. Add Environmental Health Technician (R3),
- b. Add Recycling Public Health Technician (PT11),
- c. Change the allowed number of employees for Health Technicians from three to four.

Motion passed unanimously.

Approve 800-040-P EEO and Affirmative Action Policy

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve 800-040-P EEO and Affirmative Action Policy. Motion passed unanimously.

Approve Resolutions

a. 2017-10: Amendment of Canton Health Code 207.05

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve resolution 2017-10 amending section 207.05 of the health code. Motion passed unanimously.

Approve Recommendations of the Hearing Officer for May 22, 2017

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the recommendations of the hearing officer for May 22, 2017. Motion passed unanimously.

Approve the Canton Medical Education Foundation Agreement for the Purpose of the Resident Office Rotation at a Rate of \$13.00 per Segment for a Full-Time Resident for the Time Period of July 1, 2017 through June 30, 2018

Dr. Lakritz moved and Mr. Wyatt seconded a motion to accept approve the Canton Medical Education Foundation Agreement for the purpose of the resident office rotation at a rate of \$13.00 per segment for a full-time resident for the period of July 1, 2017 through June 30, 2018. Motion passed unanimously.

Approve United Way of Greater Stark County for THRIVE Infant Mortality Funding Allocation in the Amount of \$55,405.00 for the Period of April 1, 2017 to March 31, 2018

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the United Way of Greater Stark County for THRIVE infant mortality funding allocation in the amount of \$55,405.00 for the period of April 1, 2017 to March 31, 2018. Motion passed unanimously.

Approve Agreement with the Hospital Council of Northwest Ohio to support THRIVE implementing the Pathways Community HUB model and 14 User Licenses and Service Fees for the Care Coordination System at an Amount not to Exceed \$241,000.00 for a Period of 12 Months Following Approval by Both Parties

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve an agreement with the Hospital Council of Northwest Ohio to support THRIVE implementing the Pathways Community HUB model and 14 user licenses and service fees for the Care Coordination System at an amount not to exceed \$241,000.00 for a period of 12 months following approval by both parties. Motion passed unanimously.

Approve Contract Renewal and Amendment to the FFY 2016-2017 Ohio EPA Air Pollution Control Agreement to Extend the Existing Contract Term of 10/01/2015 to 06/30/2017 by 3 Months to End on 09/30/2017 and to Provide Additional Funding to Include a Total Funding Amount of \$1,673,157.00

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve a contract renewal and amendment to the FFY 2016-2017 Ohio EPA Air Pollution Control agreement to extend the existing contract term of 10/01/2015 to 06/30/17 by 3 months to end on 09/30/2017 and provide additional funding to include a total funding amount of \$1,673,157.00. Motion passed unanimously.

Approve Personal Responsibility Education Program Grant (PREP) Application Agreement in the Amount of \$174,000.00 per Year for the Grant Period of August 1, 2017 to July 31, 2019

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the Personal Responsibility Education Grant (PREP) application agreement in the amount of \$174,000.00 per year for the grant period of August 1, 2017 to July 31, 2019. Motion passed unanimously.

Approve Travel Authorization

- a. Annie Butusov, Epidemiologist I, for Travel from 6/4/17 to 6/6/17, FIMR Training and Orientation in Pickerington, OH at a Cost not to Exceed \$601.89 (2314)
- b. Ron Jones, APC Engineer, for Travel from 6/20/17 to 6/21/17, APTI 461 Intermediate Permitting in Columbus, OH at a Cost not to Exceed \$269.50 (2331)
- c. Sam Norman, APC Engineer, for Travel from 6/20/17 to 6/21/17, APTI 461 Intermediate Permitting in Columbus, OH at a Cost not to Exceed \$269.50 (2331)
- d. David Hampton, APC Engineer, for Travel from 6/20/17 to 6/21/17, APTI 461 Intermediate Permitting in Columbus, OH at a Cost not to Exceed \$254.63 (2331)
- e. Dawn Miller, THRIVE Project Manager, for Travel from 7/10/17 to 7/13/17, NAACHO Adaptive Leadership Seminar and Annual Conference in Pittsburgh, PA at a Cost not to Exceed \$855.93 (2314)
- f. James Adams, Health Commissioner, for Travel from 7/10/17 to 7/13/17, NACCHO Annual 2017 in Pittsburg, PA at a Cost not to Exceed \$1,339.75 (2314)

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

Acceptance of Division Reports

- a. Medical Director – Nothing additional to report.
- b. Nursing/WIC – The part-time nurse practitioner recently started her employment. The SWAP program start 6/23/17 and will be on Fridays from 2 to 4 PM.
- c. Laboratory – Nothing additional to report.
- d. OPHI/Surveillance – Nothing additional to report.
- e. Environmental Health – Department of Agriculture is performing rabies baiting in Stark County today. Also, the recent rabies clinic resulted in 241 vaccinations.

Board of Health Minutes

May 22, 2017

Page (4)

- f. Air Pollution Control – The division is still receiving complaints regarding Republic Steel and is responding to perform investigations.
- g. Vital Statistics – Debbie Mazzocca has submitted her resignation for retirement, effective August 4, 2017.
- h. Fiscal – Nothing additional to report.
- i. Health Commissioner – The recent cancer cluster assessment has been completed with no unusual findings. Amanda Archer recently received the Young Public Health Professional Award from the Ohio Public Health Association.
- j. Accreditation Team – Rob Knight recently attended accreditation readiness training and will be attending a second training soon. Several staff will be going to performance management systems training in the next few months. The Strategic Plan should be ready for approval next month.
- k. Quality Improvement – Nothing additional to report.

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

Other Business

There was no other business.

Announcement of Next Meeting: Monday, June 26, 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, June 26, 2017 at 12:00 PM.

Adjourn

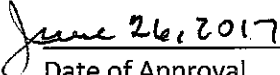
Dr. Lakritz moved and Mr. Wyatt seconded a motion to adjourn. Motion passed unanimously. The meeting adjourned at 1:06 PM.



President of the Board of Health



Secretary to the Board of Health



Date of Approval