



Board of Health Meeting
Monday, May 22, 2023 @ 12:00 PM – Goldsmith Room
Minutes

Call to Order and Roll Call

Mayor Bernabei called to order the regular meeting of the Board of Health of Canton City Public Health (CCPH) on Monday, May 22, 2023 at 12:00 PM.

A roll call found the following Board members present: Patrick Wyatt, Dr. Hickman, Cleo Lucas, Dr. Johns, and Dr. Lakritz.

CCPH staff members present: Health Commissioner James Adams, Medical Director Jon Elias, Annie Butusov, Rachel Stefaniak, Christi Allen, Tammy Stolicny, Dona McCullough, Janet Copeland, Laura Roach, Amanda Archer, Gus Dria, Madisyn Smith, Amanda Stone, Tiffany Biedenbach, Ashley Archer, Angela Moustaris, Sarah Thomas, Kelli Trenger, Diane Thompson, Terri Dzienis, and Dawn Miller.

City of Canton employees present: Carrie D'Andrea and Vivianne Duffrin of the Canton City Law Department; Rachel Forchione of Canton City Civil Services.

Amend May 22, 2023 Board of Health Meeting Agenda to Add Executive Sessions

Mayor Bernabei requested that the Board make a motion to amend the May 22, 2023 Board of Health meeting agenda to add two separate executive sessions at the end of the meeting.

Mrs. Lucas commented that she would also like to hold a discussion on the THRIVE program at the end of the meeting to address some questions that the Board still has from the April 19, 2023 work session. Mayor Bernabei clarified that this discussion could be added to the end of the meeting, but it would not be part of the executive sessions.

Dr. Lakritz moved, and Mrs. Lucas seconded a motion to amend the May 22, 2023 Board of Health meeting agenda, adding two executive sessions (items 15a and 15b) to the agenda, and a discussion on THRIVE (item 16) at the end of the meeting.

Motion carried unanimously.

Approve May 22, 2023 Board of Health Meeting Agenda

Mrs. Lucas moved, and Dr. Johns seconded a motion to approve the May 22, 2023 Board of Health meeting agenda as amended.

Motion carried unanimously. The meeting agenda was approved as amended.

Approve April 19, 2023 Work Session Meeting Minutes

Mrs. Lucas moved, and Dr. Johns seconded a motion to approve the April 19, 2023 Work Session Meeting Minutes.

Motion carried unanimously. The minutes were approved.

Approve April 24, 2023 Board of Health Meeting Minutes

Mr. Wyatt moved, and Dr. Hickman seconded a motion to approve the April 24, 2023 Board of Health meeting minutes.

Motion carried unanimously. The minutes were approved.

Approve April 24, 2023 Board of Health Hearing Minutes

Mr. Wyatt moved, and Dr. Johns seconded a motion to approve the April 24, 2023 Board of Health hearing minutes.

Motion carried unanimously. The minutes were approved.

Approve List of Bills (04/17/2023 – 05/15/2023) - \$122,064.48

Mrs. Lucas moved, and Dr. Hickman seconded a motion to approve the list of bills totaling \$122,064.48. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The list of bills was approved.

Approve Personnel

a. Approve New DIS Supervisor Job Description (R6)

Dr. Hickman moved, and Dr. Lakritz seconded a motion to approve the new DIS Supervisor (R6) job description as presented. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The job description was approved.

b. Approve Revised Nursing and APC Position Classification Schedule

Mr. Wyatt moved, and Dr. Lakritz seconded a motion to approve the revised Nursing and APC Position Classification Schedule as presented.

Because the updated APC Position Classification Schedule included the addition of a second APC Director position for the purpose of succession planning, the Board discussed tabling this motion so that it may consider adjusting the entire Health Department Classification Schedule to address succession planning for other leadership positions as well.

Mayor Bernabei requested that this motion be split into two separate motions so that the updated Nursing Classification Schedule may still be approved at this meeting. Dr. Hickman moved, and Mrs. Lucas seconded a motion to split this motion into 7.b.1 and 7.b.2 on the agenda. Motion carried unanimously.

(1) Approve Revised Nursing Position Classification Schedule

Mr. Wyatt moved, and Dr. Lakritz seconded a motion to approve the revised Nursing Position Classification Schedule as presented. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The updated Nursing Classification Schedule was approved.

(2) Approve Revised APC Position Classification Schedule

Mrs. Lucas moved, and Dr. Lakritz seconded a motion to table the motion to approve the revised APC Position Classification Schedule. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Lakritz – Yes
Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The motion to approve the revised APC Position Classification Schedule was tabled.

c. Approve Probationary Period Ending for Matthew McDougal, EH Public Health Technician (PT1), Retroactive to April 30, 2023

Mr. Wyatt moved, and Dr. Hickman seconded a motion to approve the probationary period ending for Matthew McDougal, EH Public Health Technician (PT1), retroactive to April 30, 2023 with a pay increase of \$0.33 and a new hourly rate of \$15.25. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Lakritz – Yes
Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The probationary period ending was approved.

d. Appointment of Seasonal Part-time Vector Control Technician (PT13)

Mrs. Lucas moved, and Dr. Lakritz seconded a motion to approve the appointment of a seasonal part-time Vector Control Technician (PT13) to Allison Landon at a pay rate of \$11.18 per hour with no 90-day probationary period. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Lakritz – Yes
Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The appointment was approved.

e. Appointment of Community Resource Connector (R4)

Mr. Wyatt moved, and Dr. Hickman seconded a motion to approve the appointment of a Community Resource Connector (R4) to Magdalene Bradford at an annual salary of \$42,073.00 with a 90-day probationary period. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Lakritz – Yes
Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The appointment was approved.

f. Accept Resignation of Christina Berardinelli, Environmental Health Specialist in Training (R5), Effective May 18, 2023

Dr. Lakritz moved, and Dr. Johns seconded a motion to accept the resignation of Christina Berardinelli, Environmental Health Specialist in Training (R5), effective May 18, 2023. A roll call vote was taken:

Dr. Hickman – Yes Mr. Wyatt – Yes Dr. Lakritz – Yes
Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously.

Approve Recommendations of the Hearing Officer for May 22, 2023

Dr. Hickman moved, and Mr. Wyatt seconded a motion to approve the recommendations of the Hearing Officer for May 22, 2023.

Mr. Wyatt requested that the order for property 1708 – 3rd St NE stipulate that the property must be vacated “effective May 22, 2023” rather than “effective immediately” as it was originally worded. Hearing Officer Gus Dria commented that he will adjust the wording on the order per the Board’s request.

Dr. Hickman moved, and Dr. Lakritz seconded a motion to amend the previous motion and to change the wording on the order for property 1708 – 3rd St NE as stated above.

Motion carried unanimously.

A roll call vote was taken on the original motion to approve the recommendations of the Hearing Officer for May 22, 2023 as amended:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The recommendations of the Hearing Officer were approved as amended.

Approve Patient Write Offs

- a. MRN 34365 \$131.25

Mrs. Lucas moved, and Dr. Hickman seconded a motion to approve the above patient write off. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The write off was approved.

Accept Canton City Public Health 2022 Annual report

Mr. Wyatt moved, and Dr. Johns seconded a motion to accept the Canton City Public Health 2022 Annual Report as presented.

Commissioner Adams called the Board’s attention to minor changes on page 3 of the report, as these changes occurred after the Board had already received their initial copies of the CCPH 2022 Annual Report. The changes were made to the section formerly titled “Diversity, Equity and Inclusion” on page 3, as it was retitled “CCPH Health & Equity Initiatives” and additional clarifying details were added to the body of the section. Mr. Adams mentioned that copies of the updated version of the 2022 Annual Report were made available to the Board at the beginning of this meeting.

A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The 2022 Annual Report was accepted.

Approve Cleveland Clinic Mercy Hospital Maternity Licensure

Dr. Lakritz moved, and Mrs. Lucas seconded a motion to approve the Cleveland Clinic Mercy Hospital Maternity Licensure. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The licensure was approved.

Approve the FFY 2022-2023 Ohio EPA Air Pollution Control Contract Amendment and Renewal to extend the existing contract term of October 1, 2021 to June 30, 2023 by 3 months to end on September 30, 2023 and to Provide Additional Funding and Funding Adjustments for a Total Funding Amount of \$1,548,357 (\$756,559 FFY22 and \$791,798 FFY23); and Approve the Regular Annual Obligation of \$40,000.00 per Year for Two Years for a Total of \$80,000.00 from Local Funds for APC Programming for the Contract Local Match Funding.

Mr. Wyatt moved, and Dr. Hickman seconded a motion to approve the FFY 2022-2023 Ohio EPA Air Pollution Control contract and renewal to extend the existing contract term of October 1, 2021 to June 30, 2023 by 3 months to end on September 30, 2023 and to provide additional funding and funding adjustments for a total funding amount of \$1,548,357 (\$756,559 FFY22 and \$791,798 FFY23); and approve the regular annual obligation of \$40,000.00 per year for two years for a total of \$80,000 from local funds for APC programming for the contract local match funding. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The agreement was approved.

Approve a grant with the United States Environmental Protection Agency for the Enhanced Air Quality Monitoring for Communities for Expanded Air Monitoring Near Republic Steel in the amount of \$302,775.00 for the Period Of June 1, 2023 through May 31, 2026 [Fund 2331]

Mr. Wyatt moved, and Mrs. Lucas seconded a motion to approve a grant with the United States Environmental Protection Agency for the Enhanced Air Quality Monitoring for Communities for expanded air monitoring near Republic Steel in the amount of \$302,775.00 for the period of June 1, 2023 through May 31, 2026 [Fund 2331]. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The grant was approved.

Acceptance of Division Reports

a. Nursing/WIC – Nothing additional.

b. Laboratory – Nothing additional.

c. OPHII/Surveillance – Mrs. Lucas called the rest of the Board's attention to the 2023 Health Improvement Summit which is to be held at Kent State University at Stark on June 8, 2023 at 8:00am. Mrs. Lucas asked that all Board members consider registering to attend this event if their schedules allow for it.

d. Environmental Health – Annie Butusov reported to the Board that the Ohio Department of Health reused data from the 2021 pool licensing year when conducting its 2022 survey of the Canton City Public Health Swimming Pool Program; this caused the CCPH Swimming Pool Program to be placed on provisional status during the current licensing year for the same reasons it was placed on provisional

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status in the year prior. Mrs. Butusov noted that this was an anomaly in the pool program survey process, and that the CCPH Swimming Pool Program will likely be removed from provisional status if the 2022 licensing period data is reviewed during the upcoming survey in June.

e. **Vital Statistics** – Nothing additional.

f. **Strategic Planning** – Nothing additional.

Commissioner Adams called the Board's attention to 2 supplemental documents which were not included in the Board meeting packet but were handed to the Board members at the beginning of this meeting. The first document provided to the Board was a brief update on the STI Workgroup titled "Highlights on the 5/10/2023 STI Workgroup for May Board of Health Meeting." The second document provided to the Board was titled "Strategic Planning Update"; Commissioner Adams clarified that the Board was not being asked to approve the new Canton City Public Health Strategic Plan at this meeting, but to review the recent updates and provide feedback which may be utilized to help finalize the plan.

Mr. Wyatt moved, and Dr. Johns seconded a motion to accept the division reports, with clarification that the CCPH Strategic Plan was not being approved at this time.

A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The division reports were approved.

Executive Sessions

a. Executive Session to Consider the Investigation of Charges or Complaints Against a Public Employee

Mr. Wyatt moved, and Dr. Johns seconded a motion to enter executive session to consider the investigation of charges or complaints against a public employee. Mayor Bernabei requested that this executive session include the Board of Health, and Vivianne Duffrin of the Canton City Law Department. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The executive session began at 12:45 PM.

At 1:06 PM, Mr. Wyatt made a motion to exit the executive session and Dr. Johns seconded the motion. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The executive session ended at 1:06 PM.

b. Executive Session to Consider Employment of a Public Employee

Mr. Wyatt moved, and Dr. Hickman seconded a motion to enter executive session to consider the employment of a public employee. Mayor Bernabei requested that this executive session include the Board of Health, Commissioner Adams, Vivianne Duffrin of the Canton City Law Department, and Rachel Forchione of Canton City Civil Services. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The executive session began at 1:07 PM.

At 1:50 PM, Dr. Hickman made a motion to exit executive session and Dr. Johns seconded the motion. A roll call vote was taken:

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

Dr. Johns – Yes Mrs. Lucas – Yes

Motion carried unanimously. The executive session ended; the meeting returned to normal session at 1:50 PM.

Discussion on THRIVE Program (Questions from April 19, 2023 Work Session)

Mrs. Lucas presented a list of questions on the THRIVE program partners and initiatives to THRIVE Project Manager, Dawn Miller. These questions were initially raised by the Board during the April 19, 2023 Board of Health work session. Mrs. Lucas explained that she highlighted a few questions which the Board would like to have answered via short writing response. Dawn Miller commented that she will provide answers to all of the Board's questions by the end of the week.

Dr. Johns commented that he would like to see a regular report which shows the percentage of THRIVE participants relative to the number of pregnant women in the community. Dawn Miller commented that she can provide the Board with this information on a quarterly basis, as that is how often the agencies must report the numbers.

Other Business

a. Thank You to Health Department Staff

Mr. Wyatt thanked all of the health department staff members who worked the Northeast Community Health and Wellness Tailgate event and did a great job.

b. City of Canton Mayoral Election

Dr. Lakritz extended her regret that Mayor Bernabei will no longer preside over the Board of Health meetings after his term as Mayor of Canton concludes at the conclusion of 2023. Dr. Lakritz then asked if the current mayoral candidates could begin attending the Board of Health meetings now so that they can become familiar with these meetings and the functions of the health department. Mayor Bernabei commented that the candidates should remain focused on the election for now, but the winner of the election can be brought in for the November and December Board of Health meetings.

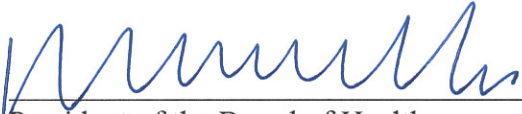
Announcement of Next Meeting: Monday, June 26, 2023 at 12:00pm

The next regular meeting of the Board of Health of Canton City Public Health will be Monday, June 26, 2023 at 12:00 PM.

Adjourn

Mrs. Lucas moved, and Dr. Johns seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 2:02 PM.

APPROVED:



President of the Board of Health

JUN 27 2023

Date Signed



Secretary to the Board of Health

June 26, 2023

Date Signed

June 26, 2023

Date of Approval