

Board of Health - Work Session
April 17, 2024
MEETING MINUTES

Call to Order and Roll Call

Patrick Wyatt called to order the second quarter work session of the Board of Health of Canton City Public Health on Wednesday, April 17, 2024 at 3:30 PM. Mr. Patrick Wyatt presiding. The meeting location was at the Foundations Centre, THRIVE 3rd Floor Conference Room, 400 Market Ave., N, Canton, OH.

Roll Call:

Members Present: Mr. Patrick Wyatt, Dr. Amy Lakritz, Dr. James Johns, Mrs. Cleo Lucas, and Ms. Kimberly Kingsbury

Mayor Sherer arrived to the meeting at 4:10 PM and left at 4:30 PM to attend another meeting.

Members Absent: None

Members Excused: None

Staff Present: Health Commissioner Amanda Archer, Christi Allen, Sean Green, Rob Knight, Diane Thompson, Dawn Miller, and Terri Dzienis.

Email overview for Board Members (Rob Knight)

Rob Knight provided an overview to the Board on the use and management of their Canton City Public Health issued email accounts.

Mrs. Lucas then requested that the Board rearrange the remaining items on the agenda to prioritize the discussion of the THRIVE Strategic Plan.

Review - 2024 THRIVE Strategic Plan (Dawn Miller)

Mrs. Lucas began the discussion with concern about the significant racial disparities in newborn mortality rates in Stark County, noting that other Ohio counties with similar demographics had made significantly more progress in reducing these disparities. She commented that despite the THRIVE program's comprehensive data collection efforts, the disparities were still on the rise. She suggested that the Health Department should conduct an analysis of strategies employed by counties that have achieved reductions in racial disparities in infant mortality.

Dr. Lakritz then inquired about the total grant funding the THRIVE program had received and how these funds were being allocated to address infant mortality. Dawn Miller explained that the bulk of these funds had been disbursed to Stark County-based organizations dedicated to improving infant vitality and reducing disparities. Mrs. Lucas emphasized the importance of

channeling resources into evidence-based programs that have demonstrated efficacy in diminishing infant mortality and racial disparities. Both Mrs. Lucas and Dr. Lakritz requested a detailed report on the funded initiatives, including the total funding amount each program had received. Christi Allen informed the Board that she would create this report.

The discussion then shifted to the THRIVE Strategic Plan, which had been completed at the end of March. Commissioner Archer explained that the plan aims to re-engage with community partners and to directly address the community's needs through more strategic partnerships. Dr. Johns mentioned one of the strategic priorities of the plan, which is to develop an outreach plan for connecting with OB/GYNs, pediatricians, family practice, social workers, and other medical and social service providers; Dr. Johns requested to be included on the Outreach Committee responsible for this priority.

Review - Canton City Public Health Compensation Program (Amanda Archer)

The Board first addressed a scheduling conflict for both Mrs. Lucas and Mayor Sherer, who had a mutual commitment on May 2nd which would prevent their attendance of the regular Board of Health meeting scheduled for that day. Because the Health Department's new compensation plan proposal was to be addressed at the May 2nd meeting, Mrs. Lucas requested rescheduling to ensure all Board members could be present. After discussion, the Board decided to hold a regular meeting on May 2nd at 5:00 PM as scheduled, and then hold a separate Special Meeting on Thursday, May 8, 2024 at 5:00 pm to consider the Health Department's new compensation plan proposal.

Commissioner Archer then highlighted the contents of a packet she had distributed to the Board, which included several key items related to the new compensation plan proposal. The packet included:

- A written policy for the compensation plan
- A resolution to formally adopt the compensation plan and rescind 90-day half step increase after successful completion of probationary period (with the exception of three current staff members) and address 3 identified outliers among previously hired staff
- CCPH's position classification schedule
- A form to evaluate new job descriptions and integrate them into the position classification schedule
- A motion to pay out compensatory time balances for staff who have balances over 48 hours
- Resolution to change 207.10 of Health Code to allow max comp time balance of 120 hours for CCPH employees and for an opportunity to receive a payout of compensatory time for hours over 40 at their pre-promotion pay rate if staff receive a promotion
- Resolution to change 207.21 of Health Code to align CCPH insurance coverage with that of the City of Canton
- New pay assignments for staff
- Guidelines for how salary adjustments will be implemented department-wide

Mrs. Lucas then mentioned the position classification schedule and the provisions which allow certain director positions to temporarily be filled by two individuals simultaneously for the purpose of succession planning. She reiterated her stance that a qualified incoming director should not require several months of assistance from their predecessor. In response, Commissioner Archer emphasized that improving workforce retention is one of her primary objectives as Health Commissioner, and that effective succession planning is essential for ensuring new directors are adequately prepared. Mr. Wyatt and Dr. Johns concurred with Commissioner Archer. The Board then recommended that the Personnel Committee collaborate with Commissioner Archer to develop a recommendation on the approach to succession planning.

Additional Questions

Nothing additional.

Adjournment.

The meeting adjourned at 5:00 PM.

APPROVED:



President of the Board of Health

6.6.24

Date Signed



Health Commissioner - Secretary to the Board of Health

MAY 30 2024

Date Signed

May 2, 2024

Date Approved by the Board of Health

