BOARD OF HEALTH
Canton City Public Health

420 Market Ave., N.
Canton, OH 44702
330-489-3231

Board of Health Regular Meeting
July 23, 2024
MEETING MINUTES

Call to Order and Roll Call

Mayor Sherer called to order the regular meeting of the Board of Health on Tuesday, July 23, 2024 at 5:01 PM. Mayor Sherer presiding. The meeting location was at the Foundations Centre, Goldsmith Room, 400 Market Ave., N, Canton, OH.

Roll Call:

Members Present:	Mayor William Sherer II, Mr. Patrick Wyatt, Dr. Amy Lakritz, Dr. James Johns, Mrs. Cleo Lucas, and Ms. Kimberly Kingsbury
Members Absent:	None
Members Excused:	None
Staff Present:	Health Commissioner Amanda Archer, Diane Thompson, Sarah Thomas, Dawn Miller, Laura Roach, Terri Dzienis, Annie Butusov, Amanda Archer, Christi Allen, and Sean Green
Others Present:	Carrie D'Andrea of Canton City Law Department; Preston Houston

Agenda corrections and approval.

1. Approve agenda for the July 23, 2024 Board of Health meeting.

Before a motion was made, Commissioner Archer requested that the Board amend the agenda by removing the motion to Approve the appointment of a full-time Laboratory Technician I (F). She explained that the department had just received the list of candidates yesterday and therefore had not yet been able to conduct interviews.

Mr. Wyatt moved, and Dr. Johns seconded a motion to approve the amended agenda for the July 23, 2024 Board of Health meeting. A roll call vote was taken:

Mr. Wyatt – Yes   Dr. Lakritz – Yes   Dr. Johns – Yes
Mrs. Lucas – Yes   Ms. Kingsbury – Yes

Motion carried unanimously. The agenda was approved as amended.

Approval of previous meeting minutes.

2. Approve June 25, 2024 Board of Health hearing minutes.

Dr. Johns moved, and Mr. Wyatt seconded a motion to approve the June 25, 2024 Board of Health hearing minutes. Mrs. Lucas pointed out that the minutes incorrectly stated that the meeting was held on a Monday, while it was actually a Tuesday. Sean Green agreed to correct the minutes. A roll call vote was taken to approve the minutes with the noted correction:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The minutes were approved.

3. Approve June 25, 2024 Board of Health meeting minutes.
Ms. Kingsbury moved, and Mr. Wyatt seconded a motion to approve the June 25, 2024 Board of Health meeting minutes. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The minutes were approved.

4. Approve July 9, 2024 Board of Health special meeting minutes.
Mrs. Lucas moved, and Ms. Kingsbury seconded a motion to approve the July 9, 2024 Board of Health special meeting minutes. A roll call vote was taken:

Mr. Wyatt – Abstain Dr. Lakritz – Abstain Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried with 3 votes "yes" and 2 "abstain." The minutes were approved.

Unfinished Business
There was no unfinished business to discuss.

Fiscal Items

5. Approve list of bills (06/21/2024 - 07/19/2024) - $297,607.39.
Ms. Kingsbury moved, and Dr. Lakritz seconded a motion to approve the list of bills from 06/21/2024 - 07/19/2024, totaling $297,607.39. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The bills were approved.

Personnel actions.

6. Accept the resignation of Eric Gaskell, Laboratory Technician I (F), effective July 19, 2024.
Ms. Kingsbury moved, and Mr. Wyatt seconded a motion to accept the resignation of Eric Gaskell, Laboratory Technician I (F), effective July 19, 2024. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously.

7. Accept revised resignation of Willow Cox, Community Health Equity Coordinator, effective July 15, 2024.

Dr. Lakritz moved, and Ms. Kingsbury seconded a motion to accept the revised resignation of Willow Cox, Community Health Equity Coordinator, effective July 15, 2024. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously.

8. Approve NEW full-time Family Nurse Practitioner position description (pay grade K).

Dr. Johns moved, and Mr. Wyatt seconded a motion to approve the NEW full-time Family Nurse Practitioner position description (pay grade K). A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The description was approved.

9. Approve an updated Position Classification Schedule to add the new full-time Family Nurse Practitioner position description (pay grade K).

Mrs. Lucas moved, and Mr. Wyatt seconded a motion to approve an updated Position Classification Schedule to add the new full-time Family Nurse Practitioner position description (pay grade K). A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The updated classification schedule was approved.

10. Temporary appointment of a full-time Family Nurse Practitioner (pay grade K).

Mr. Wyatt moved, and Dr. Johns seconded a motion to approve the temporary appointment of a full-time Family Nurse Practitioner (pay grade K) to Amanda Morningstar at an annual salary of $80,183.40 with no 90-day probationary period. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The temporary appointment was approved.

11. Appointment of a full-time WIC Assistant (B).

Ms. Kingsbury moved, and Dr. Johns seconded a motion to approve the appointment of a full-time WIC Assistant (B) to Megan Lancaster at an annual salary of $36,046.40 with no 90-day probationary period. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The appointment was approved.

12. Adjust the salary of Christina Reardon, full-time WIC Assistant (B).

Dr. Johns moved, and Mr. Wyatt seconded a motion to adjust the salary of Christina Reardon, full-time WIC Assistant (B) to $36,046.40. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The salary adjustment was approved.

Approval of recommendations of the hearing officer.

13. Approve recommendations from public hearings held July 23, 2024.

Mr. Wyatt moved, and Ms. Kingsbury seconded a motion to approve the recommendations from public hearings held July 23, 2024. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The recommendations were approved.

Approval of resolutions.

14. 1st reading.

a. **Resolution authorizing the certification to the Auditor of Stark County of costs and expenses for the purification and abatement of public nuisances from April 1, 2024 through June 30, 2024 for a total of $12,371.35 (pass on first reading; pass as an emergency).**

Mayor Sherer provided a first reading of a resolution authorizing the certification to the Auditor of Stark County of costs and expenses for the purification and abatement of public nuisances from April 1, 2024 through June 30, 2024 for a total of $12,371.35. Following the reading, Dr. Lakritz moved, and Mrs. Lucas seconded a motion to pass the resolution on its first reading. A roll call vote was taken on the motion:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The resolution was approved and adopted as Resolution 2024-08.

Ms. Kingsbury then made a motion to pass the resolution as an emergency and make it effective immediately; motion was seconded by Dr. Johns. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. Resolution 2024-08 was passed as an emergency, becoming effective immediately.

15. 2nd reading.

16. 3rd reading and motion to approve.

a. **Resolution approving the creation of a RV/Campground fund.**
b. **Resolution approving the creation of a Construction and Demolition Debris (C&DD) fund.**

a. **Resolution approving the creation of a RV/Campground fund**

Mayor Sherer provided a third reading a resolution to authorize the establishment of the RV Parks/Campground Program Fund. After the reading, Ms. Kingsbury moved to approve the resolution; seconded by Dr. Johns. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The resolution was approved and adopted as Resolution 2024-09.

b. Resolution approving the creation of a Construction and Demolition Debris (C&DD) fund.

Mayor Sherer provided a third reading of a resolution to authorize the establishment of the Construction and Demolition Debris Fund. After the reading, Ms. Kingsbury moved to approve the resolution; seconded by Mr. Wyatt. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The resolution was approved and adopted as Resolution 2024-10.

Approval of contracts and agreements.

17. Approve addendum for Alliance City Health Department for the FY24 WIC Grant for an additional amount of $1,000.00 for a new total amount not to exceed $132,184.00 for the period of October 1, 2023 to September 30, 2024.

Commissioner Archer noted that the Board could approve agenda items 17 and 18 under a single motion if desired.

Subsequently, Mayor Sherer read the motions for items 17 and 18. Mrs. Lucas then moved, and Dr. Johns seconded a motion to approve the addendums listed in agenda items 17 and 18. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The addendums were approved.

18. Approve addendum for Stark County Health Department for the FY24 WIC Grant for an additional amount of $13,000.00 for a new total amount not to exceed $421,773.00 for the period of October 1, 2023 to September 30, 2024.

Approved under item 17.

19. Approve an agreement with the Stark County Health Department for the FY25 Public Health Emergency Preparedness (PHEP) grant for the period of July 1, 2024 to June 30, 2025 to receive an amount not to exceed $55,000.00.

Dr. Johns moved, and Ms. Kingsbury seconded a motion to approve an agreement with the Stark County Health Department for the FY25 Public Health Emergency Preparedness (PHEP) grant for the period of July 1, 2024 to June 30, 2025 to receive an amount not to exceed $55,000.00. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The agreement was approved.

20. Amend the addendum with United Way of Greater Stark County for the THRIVE Emergency Assistance Program for an additional amount of $40,000.00 for a corrected total amount not to exceed $93,860.00 and to extend the current agreement grant end date from July 1, 2024 to December 31, 2024 (Medicaid Round 6 funding).

Dr. Lakritz moved, and Mrs. Lucas seconded a motion to amend the addendum with United Way of Greater Stark County for the THRIVE Emergency Assistance Program for an additional amount of $40,000.00 for a **corrected** total amount not to exceed $93,860.00 and to extend the current agreement grant end date from July 1, 2024 to December 31, 2024 (Medicaid Round 6 funding). A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes

Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The amendment was approved.

21. Approve a no-cost Partnership Agreement with the Stark County Coroners' Office to distribute Naloxone under CCPH's Overdose Education and Naloxone Distribution Program (OENDP), effective July 23, 2024 with annual renewal periods that will automatically renew every year.

Dr. Johns moved, and Dr. Lakritz seconded a motion to approve a no-cost Partnership Agreement with the Stark County Coroners' Office to distribute Naloxone under CCPH's Overdose Education and Naloxone Distribution Program (OENDP), effective July 23, 2024 with annual renewal periods that will automatically renew every year. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The agreement was approved.

22. Approve a contract with the Ohio Public Health Association to provide contracted lab coverage at an amount not to exceed $4,992.00 (at a rate of $39.00 per hour for a total of 128 hours) to be worked before October 31, 2024 (Lab funds 7601.304001).

Ms. Kingsbury moved, and Dr. Lakritz seconded a motion to approve a contract with the Ohio Public Health Association to provide contracted lab coverage at an amount not to exceed $4,992.00 (at a rate of $39.00 per hour for a total of 128 hours) to be worked before October 31, 2024 (Lab funds 7601.304001). A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The contract was approved.

Approval of travel authorizations.

23. Kaelyn Boyd, Community Epidemiologist I, for travel from 08/18/2024 to 08/21/2024, Disaster Readiness Training in Columbus, Ohio at an amount not to exceed $678.05 (OPHII Fund 7601.308001).

Commissioner Archer noted that the Board could approve travel items 23, 24, 25, and 26 under a single motion if desired; Mayor Sherer then read the motions for each. Subsequently, Ms. Kingsbury moved, and Dr. Johns seconded a motion to approve travel items 23, 24, 25, and 26. A roll call vote was taken:

Mr. Wyatt – Yes Dr. Lakritz – Yes Dr. Johns – Yes
Mrs. Lucas – Yes Ms. Kingsbury – Yes

Motion carried unanimously. The travel was approved.

24. Jorden Synder, Community Outreach Specialist, for travel from 08/18/2024 to 08/20/2024, Ohio Prevention Conference in Columbus, Ohio at a cost not to exceed $538.70 (Naloxone cash balance fund 2324).

Approved under item 23.

25. Kristina Gantz, Early Intervention Specialist, for travel from 08/18/2024 to 08/20/2024, Ohio Prevention Conference in Columbus, Ohio at an amount not to exceed $538.70 (EIS Grant fund 2319).

Approved under item 23.

26. Elisabeth Mobberley, HIV/STI Prevention Health Educator, for travel from 08/18/2024 to 08/20/2024, Ohio Prevention Conference in Columbus, Ohio at an amount not to exceed $538.70 (STI Prevention Grant fund 2312).

Approved under item 23.

Other business.

Acceptance of reports.

27.

Accept staff report.

- a. **Laboratory**
- b. **Nursing/WIC**
- c. **Air Pollution Control**
- d. **Environmental Health**
- e. **OPHII**
- f. **THRIVE**
- g. **Vital Statistics**

Announcements.

Next meeting date.

28. Tuesday, August 27, 2024 @ 5:00pm at the Goldsmith Room.

Adjournment.