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Public Health
Prevent. Promote. Protect.

Canton City Public Health

Meeting Location:
Canton City Hall
1st Floor, Council Chambers
218 Cleveland Ave SW
Canton, OH 44702
330-489-3231

**Board of Health Regular Meeting
August 27, 2024 at 5:00 PM**

AGENDA

Call to Order and Roll Call

Agenda corrections and approval.

1. Approve agenda for the August 27, 2024 Board of Health meeting.

Approval of previous meeting minutes.

2. Approve July 23, 2024 Board of Health Hearing minutes.
3. Approve July 23, 2024 Board of Health meeting minutes.
4. Approve August 12, 2024 special Board of Health meeting minutes.

Unfinished Business

Fiscal Items.

5. Approve list of bills (07/20/2024 - 08/22/2024) - \$189,158.12.
6. Approve purchase of Articulate Global LLS for Articulate 360 (content creation software) and Reach 360 (Learning Management System) for the period of October 1, 2024 to September 30, 2025 for a total amount not to exceed \$7,499.00 (Public Workforce Grant Fund 2330).
7. Approve purchase of a 2024 Ford F-350 4x4 Chassis-Cab IX with Knapheide Landscape Dump Body for \$70,075.52 and to approve this as a moral obligation (paid from approved capital expenditures fund 7601.301011).

Executive Session

8. Approve an Executive Session to discuss the compensation of a public employee.

Personnel actions.

9. Accept **revised** resignation of Jennifer Guy, part-time Family Nurse Practitioner (J), effective August 23, 2024.
10. Accept the resignation of Octavia Dolph, full-time Community Engagement Specialist (E), effective July 30, 2024.
11. Accept the resignation of Anju Pandhak, part-time seasonal Vector Control Technician (A), effective August 15, 2024.
12. Accept the resignation of Jada Howard, part-time seasonal Vector Control Technician (A), effective August 15, 2024.
13. Accept the resignation of Justin Kuemerle, full-time Deputy Registrar (C), effective August 13, 2024.
14. Accept resignation of Michelle Streetman, part-time Overdose Prevention Program Manager (E), effective August 23, 2024.
15. Accept the resignation of Angela Moustaris, full-time Clinical Receptionist/Office Assistant (B) effective July 31, 2024.
16. Accept resignation of Absar Zafar, full-time Laboratory Director (J), effective August 16, 2024.
17. Accept the resignation of Annmarie Butusov, full-time Director of Environmental Health (K), effective September 3, 2024
18. Accept the resignation of Caleb Lancaster, EH Public Health Technician (A), effective August 23, 2024.
19. Approve temporary appointment of a full-time Director of Environmental Health (K)
20. Appointment of a full-time Public Health Clerk II (B).
21. Appointment of a full-time Clinical Receptionist/Office Assistant (B).
22. Appointment of a full-time Family Nurse Practitioner (K).

23. Approve updated full-time Office of Public Health Information & Innovation Director (K) position description, changing the title to Health Promotion & Planning Director (K).
24. Approve updated full-time Community Health Equity Coordinator (F) position description, changing the title to Health Equity Coordinator (F).
25. Approve updated full-time Laboratory Director (J) position description, changing the title to Laboratory Manager (J).
26. Approve updated full-time Director of Environmental Health (K) position description.
27. Approve the following Position Classification Schedule changes:
 - a. Change OPHII (Office of Public Health Innovation and Information) and replace with HPP (Health Promotion & Planning) for all previous OPHII position descriptions.
 - b. Change OPHII Director title to Health Promotion & Planning Director.
 - c. Change Community Health Equity Coordinator title (from THRIVE division) to Health Equity Coordinator (to HPP division).
 - d. Change Laboratory Director title to Laboratory Manager.

Approval of recommendations of the hearing officer.

28. Approve recommendations from public hearings held August 27, 2024.

Approval of resolutions.

29. 1st reading.
 - a. Resolution approving the Fiscal Manager to sign for the Health Commissioner in their absence (pass on first reading; pass as an emergency).
30. 2nd reading.
31. 3rd reading.

Approval of contracts and agreements.

32. Authorize an agreement with the YWCA of Canton for the purpose of receiving grant funding for performing on-site clinic services (Early Headstart Outreach) for a period of September 1, 2024 through August 31, 2025 for an amount not to exceed \$16,882.00 (Fund 2335).
33. Approve a no-cost Partnership Agreement with Gary Baddeley to distribute Naloxone under CCPH's Overdose Education and Naloxone Distribution Program (OENDP), effective August 27, 2024 with annual renewal periods that will automatically renew every year.
34. Approve a no-cost Partnership Agreement with Ollie Gholston to distribute Naloxone under CCPH's Overdose Education and Naloxone Distribution Program (OENDP), effective August 27, 2024 with annual renewal periods that will automatically renew every year.
35. Approve an agreement with JORL Properties, LLC for lease of office space at 832 McKinley Ave NW, Canton OH 44703 (lower level; approximately 5,000 square feet) to support expansion of Stark Wide Approach to Prevention (SWAP) for the period of 13 months at an amount not to exceed \$50,000.00 (\$10 per square foot for a lease term of 13 months) (FY24 Integrated Harm Reduction Grant, Fund 2324).
36. Approve a memorandum of agreement (MOA) between Canton City Public Health, Stark County Health Department, Massillon City Health Department, Alliance City Health Department and the Stark County Agricultural Society to mutually agree to the following: The Stark County Fairgrounds agrees that, after meeting its responsibilities to employees, members or clients, it will permit to the extent of its ability and upon request of the Health Department(s), the use of its physical facilities and equipment by the Health Department(s) within 24 hours of the request and for the time being requested for operations during a public health emergency.
37. Approve agreement with The Diversity Center of Northeast Ohio for diversity training at the Health Departments All Staff Meeting on September 25, 2024 for an amount not to exceed \$8,000.00 (Public Health Workforce Grant Fund 2330).

Approval of travel authorizations.

38. Amanda Archer, Health Commissioner, for travel from 09/18/2024 - 09/20/2024, 2024 AOHC Conference in Dublin, OH for an amount not to exceed \$492.19 (Admin general fund 7601.301001).

39. Amanda Archer, Health Commissioner, for travel from 10/14/2024 to 10/16/2024, Finance for Health Departments in Dublin, Ohio for an amount not to exceed \$318.73 (Admin general fund 7601.301001).
40. Christi Allen, Fiscal Manager, for travel from 10/15/2024 to 10/16/2024, Finance for Health Departments in Dublin, Ohio for an amount not to exceed \$141.50 (Admin general fund 7601.301001).
41. Tiffany Biedenbach, Linkage to Care Specialist, for travel from 10/09/2024 to 10/10/2024, 2024 Transforming Care Conference in Columbus, Ohio for an amount not to exceed \$337.85 (HIV fund 2318).
42. Samantha Pentello, for travel from 10/09/2024 to 10/10/2024, 2024 Transforming Care Conference in Columbus, Ohio for an amount not to exceed \$287.85 (STI Fund 2312).
43. Kristina Gantz, Early Intervention Specialist Navigator, for travel from 10/09/2024 to 10/10/2024, 2024 Transforming Care Conference in Columbus, Ohio for an amount not to exceed \$337.85 (EIS Fund 2319).
44. Elisabeth Mobberley, HIV/STI Prevention Educator, for travel from 10/09/2024 to 10/10/2024, 2024 Transforming Care Conference in Columbus, Ohio for an amount not to exceed \$287.85 (STI Fund 2312).
45. Frank Catrone, DIS Supervisor, for travel from 10/09/2024 to 10/10/2024, 2024 Transforming Care Conference in Columbus, Ohio for an amount not to exceed \$287.85 (STI Fund 2312).
46. Pamela Gibbs, Health Services Coordinator, for travel from 10/09/2024 to 10/10/2024, 2024 Transforming Care Conference in Columbus, Ohio for an amount not to exceed \$337.85 (HIV fund 2318).

Other business.

Acceptance of reports.

47. Accept staff report.
 - a. Laboratory
 - b. Nursing/WIC
 - c. OPHII
 - d. Strategic Planning/Performance Management
 - e. Special Project - Improving access to CCPH services for non-English speaking residents

Announcements.

Next meeting date.

48. Tuesday, September 24, 2024 @ 5:00pm at the Goldsmith Room.

Adjournment.