

**Board of Health Special Meeting
August 12, 2024
MEETING MINUTES**

Call to Order and Roll Call

Mr. Patrick Wyatt called to order the special meeting of the Board of Health on Monday, August 12, 2024 at 5:00 PM. Patrick Wyatt presiding. The meeting location was at Canton City Health Department, Large Board Room, 420 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
Members Absent:	None
Members Excused:	Mayor William Sherer II
Staff Present:	Health Commissioner Amanda Archer, Laura Roach, Sarah Thomas, Terri Dzienis, Pam Gibbs, Sean Green

Agenda corrections and approval.

1. Approve agenda for the August 12, 2024 special Board of Health meeting.

Dr. Lakritz moved, and Dr. Johns seconded a motion to approve the meeting agenda for the August 12, 2024 special 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.

Personnel actions.

2. Appointment of a full-time Deputy Registrar (C)

Mrs. Lucas moved, and Dr. Johns seconded a motion to approve the appointment of a full-time Deputy Registrar (C) to Shannon Byers, effective August 14, 2024, at an annual salary of \$37,954.00 with a 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.

3. Appointment of two full-time Air Monitoring Specialists II (G).

Ms. Kingsbury moved, and Dr. Johns seconded a motion to approve the appointment of a full-time Air Monitoring Specialist II (G) to Jaclyn Lemmon effective August 14, 2024 at an annual salary of \$59,636.4614 with a 90-day probationary period, and the appointment of a full-time Air Monitoring Specialist to Samantha Yost effective August 14, 2024 at an annual salary of \$55,228.6700 with a 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 appointments were approved.

4. Appointment of a part-time WIC Assistant (B).

Mrs. Lucas moved, and Dr. Johns seconded a motion to approve the appointment of a part-time WIC Assistant (B) to Marissa McMullen at \$16.8173 per hour with a 90-day probationary period. Included in the motion was an alternate choice to hire Samantha Clevinger under the same terms should Marissa McMullen not accept the offer. 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.

5. Appointment of a full-time Laboratory Technician I (F).

Dr. Johns moved, and Ms. Kingsbury seconded a motion to approve the appointment of a full-time Laboratory Technician I (F) to Evan Kelsey at an annual salary of \$48,478.00 with a 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.

6. Appointment of a full-time Staff Nurse II (G).

Dr. Lakritz moved, and Ms. Kingsbury seconded a motion to approve the appointment of a full-time Staff Nurse II (G) to Courtney Greer at an annual salary of \$52,599.00 with a 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.

Executive Session

7. Executive Session to discuss the discipline and employment of a public employee.

Mrs. Lucas moved, and Dr. Lakritz seconded a motion to enter into an executive session to discuss the discipline and employment of a public employee. 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 Board went into executive session at 5:19 pm.

At 6:11 pm, Ms. Kingsbury made a motion to leave the executive session and return to normal session, 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 Board returned to normal session at 6:11 pm.

Adjournment.

Ms. Kingsbury moved, and Dr. Lakritz seconded a motion to adjourn the 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 meeting was adjourned.

APPROVED:



President of the Board of Health

9-8-24

Date Signed



Health Commissioner - Secretary to the Board of Health

9/11/2024

Date Signed

August 27, 2024
Date Approved by the Board of Health