

Meeting Minutes

Meeting Name: Board of Health		Location: Massillon City Health Department	
Date: July 19, 2022		Start Time: 3:35pm	Stop Time: 3:42pm
Recorded by: Terri Argent, REHS		Opened by: Jeff Thornberry, President pro-tem of the Board	
Attendees: Jeff Thornberry (did not vote) Dr. Sonia Ullum Cathy Heitger		Staff Present: Terri Argent	
MINUTES			
<p>1. On a motion by Dr. Sonia Ullum, and seconded by Cathy Heitger, approval was given to approve the April 2022 meeting minutes and May 25, 2022, June 10, 2022, and June 28, 2022 special meeting minutes as e-mailed. No quorum – See note*</p> <p>2. On a motion by Cathy Heitger, and seconded by Dr. Sonia Ullum approval was given to pay the April, May, and June bills. The April bills for the Health department in the amount of \$28,290.97 and for the WIC department in the amount of \$11,304.61 for a total amount of \$40,304.58 for April 2022. The May bills for the Health department in the amount of \$10,210.42 and for the WIC department in the amount of \$14,726.09 for a total amount of \$24,937.51 for May 2022. The June bills for the Health department in the amount of \$14,349.63 and for the WIC department in the amount of \$11,255.40 for a total amount of \$25,605.04 for June 2022. No quorum – See note*</p> <p>3. The monthly Vital Statistics, Environmental, and Nursing Division reports for April, May, and June 2022. No quorum – See note*</p>			
ACTION ITEMS			
THIS MEETING HAS BEEN RECORDED			
<u>Old Business</u>			
<p>1. Approval of rental fees increase</p> <p>Terri Argent explained “This is required by St. James AME Zion church and they asked for a contract but we agreed to continue on a month to month basis. Since we have a place that we are going to be moving soon. We will continue to rent from them on a month to month basis. They are requiring a raise in the rent for board approval. The new amount will be \$7,300.00 per month which includes rent, utilities, and maintenance. This is about a 42% increase but we don’t really have a choice. We have to go month to month amount. Hopefully this should not go past February 2023.” Cathy Heitger said “They’re not negotiating at all with that?”</p>			

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Terri Argent replied “No. They wanted a 5 year contract so the only negotiation was to let us go month to month. So that was where we had to go from there.”

Cathy Heitger stated “A 43% increase!”

Dr. Sonia Ullum stated “That’s a lot.”

Terri Argent replied “This was negotiated too. This was by the Mayor, our Budget Director, and myself, Economic Development, our Safety Service Director were all in the room and that was the best we could do. We do need Board approval to pay that rent.”

No quorum – See note*

New Business

1. Approval to enter Executive Session to discuss a contract

No quorum – See note*

2. Approval of additional grant money for COVID vaccines

Terri Argent explained “Yes, always a easy thing to approve, I think. We’ve been granted an additional \$57,000.00, and this starts in August and continues our COVID work. It’s just an additional part of our other grant for COVID vaccines. It will include immunizations, Covid test kits, and education for our clients. No quorum – See note*

3. Presentation of current research project

Terri Argent explained “We have a research project every year. That is required by our Accreditation. I found it was a really good one. I won’t even read this. I’ll let you look it over. You’ve had it a while. It was sent to you by email. It just basically says, it was through the COVID pandemic, of course, that tweeting and especially in social media was a difference. It really gets out to a lot more people than that. And this article says that the research shows especially through pictures, diagrams, graphs, anything like that. We’ve been really trying hard to do lately, you’ve seen our Facebook. We’re on Facebook, and I think it’s really working. We’re getting a lot more likes than we ever have before. That’s just what the research project shows that social media is worth the time you spend on it. It also does much better with pictures and graphs. That’s all. You don’t have to vote on that.”

4. Approval of updated Strategic Plan

Terri Argent explained “Again, I won’t read over that. You’ve had quite a while. There’s extra copies here if anybody wants it. It’s pretty much an update of our current Strategic plan. There’s not a whole lot has changed. We changed, as you know, some of our designations. For example, I used to be an RS (Registered Sanitarian). They changed that to REHS and it extended our time, of course, because it’s a new one. That’s pretty much it. A change of titles and we haven’t really added new projects other than our quality improvement which we review every year. That’s about it.” No quorum – See note*

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5. Presentation of the Annual Infectious Disease Report

Terri Argent said “This is county wide. It is from Canton, Massillon, Stark County, and Alliance. Everybody got this in your email also. I won’t read that. That’s really long. It just kind of gives us a background of the different infectious diseases in the county and how they’ve been going on. And it gives us a little bit of a road map on what we have to focus on. And, of course, STI’s are big in our county so that’s one thing we focus on and that we have to keep up on. So that’s pretty much it. That’s just for your perusal and kind of what’s going on. The road map to the county, and that’s all.”

6. The Board of Health required Continuing Education Course for 1 hour of CEU’s will be provided by email. Please take the on-line course and print out a certificate.

Terri Argent explained “Yes, please do that. That was emailed to you also. It’s pretty good. I took it first to make sure it was good. It’s health equity and environmental justice. It’s worth one hour. The board has to have two. We’ll get the second hour through the city’s – requires an ethics course every year which you guys have always done and it’s always been really good too. That’ll be our second hour and we haven’t had that announced yet. But this will be our first hour and if you take that on your own and print out the certificate.”

Terri spoke to Dr. Sonia Ullum “You don’t have to. Doctors and nurses don’t have to.” Dr. Sonia Ullum responded “Oh, ok.”

Jeff Thornberry said “It’s really good.”

Terry responded “I thought it was really good. If everybody could do that hopefully by next month. It has to be done by the end of the year.”

ADJOURNMENT

The meeting ended at 7:12pm. No quorum – See note*

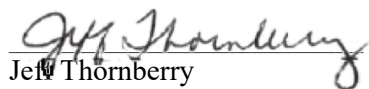
*Note: President pro-tem did not vote due to this there was not a quorum.

These minutes represent a true and accurate record of this meeting to be the best of my knowledge.

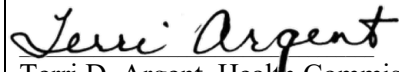
Meeting minutes submitted by:

Crystal Gardner

7/19/2022


Jeff Thornberry

President pro-tem of the Board



Terri D. Argent, Health Commissioner

Secretary of the Board