



Meeting Minutes

Date: April 22, 2025	Start Time: 3:30pm	Stop Time: 3:44pm
Note Taker: Terri Argent, RS, REHS	Facilitator: Mayor Jamie Slutz	
Attendees: Mayor Jamie Slutz Lew Garrett Sonia Glick Devin Greene (student) Margaret Elum Dr. Wiggins Cathy Heitger Lori Kotagides-Boron Mike Reed Terri Argent Averie Altrichter (student) Sal Russo		
Minutes		
1. APPROVAL OF MARCH 2025 MEETING MINUTES AS EMAILED Motion by Margaret Elum, seconded by Lew Garrett to accept the March 2025 meeting minutes. Motion carried by all board members.		
2. PRESENTATION OF BILLS FOR MARCH/APRIL 2025 Sal Russo mentioned that the Board has been provided with the following: a. Two pages representing the bill payment activity from the time of the last Board meeting through last week (week of April 14). b. A third page representing all credit card activity from the time of the last Board meeting through last week (week of April 14). Sal further discussed the new presentation of forecasted bills in advance which is a first-time occurrence effective with this Board Meeting. Further detail on this point will be documented later in the minutes. Motion by Cathy Heitger, seconded by Sonia Glick, to approve the March/April bills as presented. Motion carried.		
3. MARCH 2025 VITAL STATISTICS, ENVIRONMENTAL, NURSING, AND OUTREACH DIVISION REPORTS The reports were presented by the Mayor. There were no questions.		
Minutes		
<div>THIS MEETING IS BEING RECORDED</div> <div><u>Old Business</u> 1. Pop- Up Drive- Thru update</div> <div>Terri Argent mentioned that the pop-up drive-thru was a success. We have done a bit more each time we have done it. We were able to serve 200 families this time, bringing us up to 350 families served this year. FreshMark donated 165 fresh hams for the event. This is the third Tuesday of every month and is a drive-thru. It is in conjunction with the Akron-Canton Food Pantry and Massillon City Schools. We get lots of volunteers from the schools and local organizations. We try to increase this each time to serve more families.</div>		



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New Business

1. Budget discussion and approval of May forecasted bills

Sal Russo mentioned that there are 3 pages showing a view of forecasted bills for the month of May. This represents spend that has yet to be incurred. The first page reflects the May spend amounts requested, by account (budget level). The second page represents the May spend request in terms of vendor. The third page represents the detail transactions comprising the request total. The Board had no questions and did not request to see the underlying forecast model driving the spend requests. Terri mentioned that Sal can put up the forecast model on the screen if there are any questions. Lew was pleased with the presentation. Motion by Margaret Elum, seconded by Mike Reed, to approve the May forecasted bills as presented. Motion carried.

2. Approval to attend the Ohio 2025 Opiate Conference

Terri Argent presented that our Nursing Director (Audrey Sylvester) asks for approval to attend the Ohio 2025 Opioid Conference in Columbus on June 9-10. The estimated cost is \$455 for the conference and lodging. There will be costs for food and mileage in addition. We will be able to cover the costs of this with a grant. Audrey has attended this conference in the past. Motion by Cathy Heitger, seconded by Sonia Glick to approve Audrey's attendance at the upcoming conference. Motion carried.

3. Workforce Development Plan outline

Terri Argent presented the Workforce Development Plan Outline. She mentioned we are meeting with Mark Plaster (the same individual we worked with for the Strategic Plan). The Workforce Development Plan includes staff likes, what staff need, where are we going with staffing, succession planning discussion, etc. There were no questions.

4. Public speaks

The Mayor asked if there were any public comments. None were noted. Board Member Lew Garrett expressed his thanks for the work put into the forecast model. Sal mentioned it was a team effort between himself and Terri Argent.

Adjournment

Meeting was adjourned at 3:44pm.

APPROVAL

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

Meeting minutes submitted by:

Terri Argent

Date: 4/22/2025



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<hr/> Mayor Jamie Slutz President of the Board	<hr/> Terri D. Argent, Health Commissioner Secretary of the Board
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