



Meeting Minutes

Meeting Name: Board of Health	Location: Massillon City Health Department	
Date: August 30, 2022	Start Time: 3:30pm	Stop Time: 3:51pm
Recorded by: Terri Argent, REHS	Opened by: Mayor Kathy Catazaro-Perry, President of the Board	

Attendees: Ann Palaski Cathy Heitger	Staff Present: Mayor Kathy Catazaro-Perry Terri Argent
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MINUTES

1. Approve the April 19, 2022, and July 19, 2022 meeting minutes and May 25, 2022, June 10, 2022, and June 28, 2022 special meeting minutes as e-mailed. No quorum – See note*
2. Pay the April, May, June, and July bills. The April bills for the Health department in the amount of \$28,290.97 and for the WIC department in the amount of \$11,382.61 for a total amount of \$40,304.58 for April 2022. The May bills for the Health department in the amount of \$10,211.42 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 \$14,726.64 and for the WIC department in the amount of \$11,255.40 for a total amount of \$25,605.04 for June 2022. The July bills for the Health department in the amount of \$23, 154.80 and for the WIC department in the amount of \$14,218.04 for a total amount of \$37,372.84 for July 2022. No quorum – See note*
3. The monthly Vital Statistics, Environmental, and Nursing Division reports for April, May, and June, and July 2022. No quorum – See note*

ACTION ITEMS

THIS MEETING HAS BEEN RECORDED

Old Business

1. Re-vote of rental fees increase

Our current rent is being increased to \$7,300.00 per month on a month-to-month basis until we move. No quorum – See note*
2. Progress on moving to new location

Terri Argent discussed “Closing is expected on October 6, 2022 and possession should occur on January 1, 2023. We are currently getting estimates on cleaning, moving, signage, etc.”

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3. Re-vote on legal contract

We would like approval to sign a contract with Plakas Mannos law firm for occasional legal questions, they are not charging us a retainer fee. No quorum – See note*

New Business

1. Request for Executive Session to discuss an employee issue

No quorum – See note*

2. Re-vote of additional grant money for COVID vaccines

We have been given an additional \$57,000.00 for COVID vaccine work. Need approval to accept this additional grant money. No quorum – See note*

3. Re-vote of updated Strategic Plan

Everyone has received it by email – changes are mostly in titles like RS to REHS and added the executive assistant position. No quorum – See note*

4. Approval to renew O.D.A. Mosquito Operators licenses

Terri Argent and Bethany Perkowski request approval for \$35.00 each to obtain O.D.A. public operator/mosquito control licenses. No quorum – See note*

5. Approval of Resolution 03-2022, NECO Mutual Agreement during an emergency

This is a standard agreement with the NECO district - 23 health departments. This agreement will allow us to assist them and for them to assist us during an emergency. This is for personnel & equipment. It does not include monetary assistance. No quorum – See note*

6. Approval for Terri Argent, and Dr. S. Lata Wiggins to attend the Fall Health Commissioners Conference

It is being held in Columbus on September 14th through the 16th and is not to exceed \$600.00 for both of us. AOHC is paying 1 night of the hotel and supplementing part of the conference fees. No quorum – See note*

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7. Discussion topic – Naloxone Vending Machines

Terri Argent discussed “We are working with Stark MHAR to get a Naloxone vending machine at our new location. They will pay for installation, maintenance, and content replacement. This will provide the community with 24/7 Narcan access!”

8. Reminder to complete the Board of Health required education

Terri Argent discussed “Education was emailed, please complete it as required and print out the certificate for our records.”

9. Additional discussion

Approval to grant minimum of 2 hours overtime for emergency call outs and weekend inspections. This was in the old handbook and helps when work can't be flexed. No quorum – See note*

ADJOURNMENT

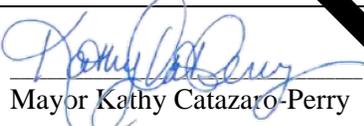
The meeting ended at 3:51pm. No quorum – See note*

***Note:** Only two voting members were present for the meeting. 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

9/2/2022


Mayor Kathy Catazaro-Perry

President of the Board


Terri D. Argent, Health Commissioner

Secretary of the Board