



Meeting Minutes

Meeting Name: Board of Health		Location: Massillon City Health Department	
Date: February 18, 2020		Start Time: 3:30pm	Stop Time: 3:52pm
Recorded by: Terri Argent		Opened by: Mayor Kathy Catazaro Perry, President of the Board	
Attendees: Jeff Thornberry Ann Palaski Pastor Reginald Hye Dr. Sonia Ullum Mayor Kathy Catazaro-Perry		Staff Present: Terri Argent	
MINUTES			
<p>1. On a motion by Jeff Thornberry, and seconded by Pastor Reginald Hye, approval was given to approve the January 2020 meeting minutes as mailed. Motion carried.</p> <p>2. On a motion by Dr. Sonia Ullum, and seconded by Pastor Reginald Hye, approval was given to pay the January bills for the Health department in the amount of \$9,555.76, and for the WIC department in the amount of \$10,474.22 for a total amount of \$20,029.98. Motion carried.</p> <p>3. The monthly Vital Statistics, Environmental, and Nursing Division reports for January were accepted and approved without comment.</p>			
ACTION ITEMS			
<p><u>Old Business</u></p> <p>1. Accreditation update</p> <p style="padding-left: 40px;">a. Terri Argent stated the Massillon City Health Department is currently working through Domains 1 and 5.</p> <p>2. Septic Program Update</p> <p style="padding-left: 40px;">a. The Massillon City Health Department had the first septic meeting on February 11, 2020 with the Waste Water, Engineering, and Safety Services departments which were presented with a list of septic systems. Tony from Waste Water is adjusting the list to get us a number of city septics.</p>			

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New Business

1. Extend welcome to new Board Member, Ann Palaski
 - a. The Massillon City Health Department welcomed our newest Board member Ann Palaski who is replacing Jim Johnson. Ann was given our by-laws and orientation book.
2. Tracking performance management review and call for suggestions
 - a. Terri Argent reviewed the list of statistics that we are tracking for performance management and asked for Board input for any further tracking ideas. She also reviewed our QI improvement progress.
3. Approval of policy to adopt ORC, OAC, Massillon Codified Ordinance, and Ohio Infectious Disease Control Manual
 - a. This policy is for accreditation to show that we follow legal protocols. On a motion by Pastor Reginald Hye, and seconded by Ann Palaski approval was given to adopt the policy. Motion carried. This policy was adopted and in effect as of February 18, 2020.
4. Review of security system estimates and approval to hire one company
 - a. Terri Argent obtained 4 estimates for security systems – Silco, ADT, Video Security, and Pro Tech. On a motion by Pastor Reginald Hye, and seconded by Jeff Thornberry, the Board approved ADT to be our security system provider. Motion carried.
5. Approval to purchase 2 computers
 - a. Terri Argent's computer is too old to be converted to Windows 10 and 1 of our Nursing laptops has stopped working and can't be repaired. BPI will replace both computers with laptops at the government price break for \$2,391.00 which includes the 3 year warranty. On a motion by Dr. Sonia Ullum, and seconded by Ann Palaski, approval was given to purchase two computers. Motion carried.
5. Approval to purchase Health Department door sign
 - a. As part of our quality improvement project to help customers find our office, Studer Signs has designed a sign to go above the front door at a cost of \$145.00, and is removable. On a motion by Ann Palaski, and seconded by Dr. Sonia Ullum, approval was given to purchase the sign. Motion carried.
6. Congratulations to WIC with a perfect score on their state evaluations
 - a. Our WIC division received a perfect review from the Ohio Department of Health with no suggestions for improvement. Congratulations on a job well done!

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7. Vaping update hand out

- a. Terri Argent handed out updated information on vaping from the AOHC Newsletter of November 1, 2019.


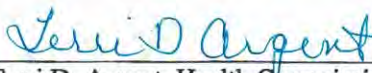
8. Smoking cessation class

- a. Our new smoking cessation class will begin in March (No set date yet). It is called Breath-Free, begun by 7th Day Adventist Church to quit smoking in 5 days. Pastor Ferguson of Massillon Connections is partnering with the Massillon City Health Department to present the class free of charge. Dates to be announced.

APPROVAL

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

Meeting minutes submitted by:	Dr. Sonia Ullum	02/18/2020
Meeting minutes submitted by:	Jeff Thornberry	02/18/2020

 <hr/> Mayor Kathy Catazaro-Perry President of the Board	 <hr/> Terri D. Argent, Health Commissioner Secretary of the Board
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