



Meeting Minutes

Meeting Name: Board of Health		Location: Massillon City Health Department	
Date: January 21, 2020		Start Time: 3:30pm	Stop Time: 4:50pm
Recorded by: Terri Argent		Opened by: Jeff Thornberry, President pro-tem of the Board	
Attendees: Jeff Thornberry Pastor Reginald Hye Cathy Heitger Dr. Sonia Ullum Mayor Kathy Catazaro-Perry (via telephone conference call)		Staff Present: Terri Argent	
MINUTES			
<p>1. On a motion by Pastor Reginald Hye, and seconded by Dr. Sonia Ullum, approval was given to approve the December 2019 meeting minutes, January 3, 2020 emergency meeting minutes, and January 7, 2020 emergency 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 December bills for the Health department in the amount of \$19,052.63, and for the WIC department in the amount of \$11,954.87 for a total amount of \$31,007.50. Motion carried.</p> <p>3. The monthly Vital Statistics, Environmental, and Nursing Division reports for December 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 uploading several domains to ePHAB. The Massillon City Health Department is meeting with Kent State University interns this Thursday for accreditation assistance.</p> <p>2. Approval to table the septic and water well program</p> <p style="padding-left: 40px;">a. The Massillon City Health Department is requesting to table the septic and water well program for another month as the exact count of septics is proving difficult and we need to gather more data. On a motion by Pastor Reginald Hye, and seconded by Dr. Sonia Ullum, approval was given to table the septic and water well program until the next board meeting on February 18, 2020. Motion carried.</p>			

Meeting Minutes

New Business

1. Approval to hire a Public Health Nurse
 - a. The Massillon City Health Department would like approval to hire Hannah Grace as our new Public Health Nurse. On a motion by Dr. Sonia Ullum, and seconded by Pastor Reginald Hye, approval was given to hire Hannah Grace as the full-time Public Health Nurse starting January 27, 2020. Motion carried.

2. Approval to renew Terri Argent's AOHC membership
 - a. The Massillon City Health Department requests approval to renew Terri Argent's AOHC membership for one year. On a motion by Cathy Heitger, and seconded by Dr. Sonia Ullum, approval was given to renew Terri Argent's AOHC membership at a cost of \$680.00 for one year. Motion carried.

3. Approval of membership for Director of Nursing to join OPHA
 - a. The Massillon City Health Department requests approval for a one year membership for the Director of Nursing, Audrey Sylvester, to join OPHA. On a motion by Pastor Reginald Hye, and seconded by Dr. Sonia Ullum, approval was given for Audrey Sylvester, Director of Nursing, to join the OPHA for one year at a cost of \$75.00. Motion carried.

4. Presentation of Quality Improvement Projects
 - a. The Massillon City Health Department has switched the software system from HDIS to Health Space which is a free system offered by the Ohio Department of Health. This move will save the health department \$200.00 per year, and has more to offer.

 - b. In our customer service survey results, the Massillon City Health Department found out that our clients felt our location was hard to find.

As an improvement, directions were written out along with a map of our location, and was sent to Sarta, AAA Driver's License Bureau, Massillon Public Library, and City Hall. This information is also available on our website and Facebook page. The board members provided suggested locations such as the Massillon Senior Center, local food pantries, and the Massillon Recreation Center.

5. Approval to purchase security cameras as recommended by PEP insurance
 - a. Resulting from our annual PEP inspection, it was recommended the Massillon City Health Department install security cameras at our front desk, and front door. Terri Argent obtained a quote from Silco Security for 2 cameras with 30 day recording time for a total cost of \$1,700.00. The board requested more estimates and suggested ProTech security and ADT home security.



Health Department

Meeting Minutes

6. Announcement of Health Department support of new Tuberculosis Draft Law

a. The Massillon City Health Department announces support of the new Tuberculosis Draft Law to O.R.C. which gives clinicians easier access to TB reference materials.

APPROVAL

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

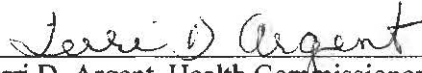
Meeting minutes submitted by:	Pastor Reginald Hye	01/21/2020
--------------------------------------	---------------------	------------

Meeting minutes submitted by:	Dr. Sonia Ullum	01/21/2020
--------------------------------------	-----------------	------------



 Jeff Thornberry

President pro-tem of the Board



 Terri D. Argent, Health Commissioner

Secretary of the Board