

Meeting Minutes

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| Meeting Name: Board of Health | | Location: Massillon City Health Department | |
| Date: July 20, 2021 | | Start Time: 3:30pm | Stop Time: 4:07pm |
| Recorded by: Terri Argent, REHS | | Opened by: Mayor Kathy Catazaro-Perry, President of the Board | |
| Attendees: Jeff Thornberry Cathy Heitger Cyrus Ausar Ann Palaski | | Staff Present: Mayor Kathy Catazaro-Perry Terri Argent | |
| MINUTES | | | |
| <p>1. On a motion by Jeff Thornberry, and seconded by Ann Palaski, approval was given to approve the June 2021 meeting minutes as mailed. Motion carried.</p> <p>2. On a motion by Cathy Heitger, and seconded by Jeff Thornberry, approval was given to pay the June bills for the Health department in the amount of \$14,674.84 and for the WIC department in the amount of \$10,875.07 for a total amount of \$25,549.91 for June 2021. Motion carried.</p> <p>3. The monthly Vital Statistics, Environmental, and Nursing Division reports for June 2021 were accepted and approved without comment.</p> | | | |
| ACTION ITEMS | | | |
| <u>Old Business</u> | | | |
| <p>a) COVID-19 update</p> <ol style="list-style-type: none"> 1. The Massillon City Health Department's mailing campaign was successful, increasing walk-ins from 7-8 clients to 60 clients per clinic. 2. New data from ODH shows us areas of the city where vaccine uptake is lower. We will be targeting those areas for a vaccine mailing campaign in August 2021. | | | |
| <u>New Business</u> | | | |
| <p>a) Introduction of new Board member</p> <ol style="list-style-type: none"> 1. We would like to welcome Cyrus Ausar to the Massillon City Board of Health. Terri Argent provided the orientation book for new Board members. | | | |

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b) Approval of office closures for in-service days and staff appreciation luncheon

1. In-service days for training will be:

- July 28, 2021 from 11:00am – 1:00pm for staff appreciation luncheon
- September 27, 2021 from 8:30am – 11:00am and 1:30pm – 4:00pm
- December 20, 2021 from 8:30am – 12:00pm

On a motion by Ann Palaski, and seconded by Cathy Heitger, approval was given to close the office during in-service training days and staff appreciation luncheon. Motion carried.

c) Approval of new Health Department sign

1. Our Health Department sign out front is very weathered, has peeling paint, and is sitting crooked. We would like to replace it with vinyl clad metal from Studer's Signs & Designs for a cost of \$920.00. On a motion by Jeff Thornberry, and seconded by Ann Palaski, approval was given to purchase a new Health Department sign. Motion carried.

d) Suggestions requested for cleaning the Health Department building

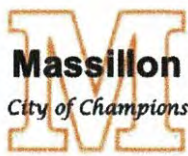
1. We have had to let our cleaning company go for doing a poor job cleaning. Terri Argent asks for suggestions for cleaning companies or individuals to contract with references. Terri will present proposals next month.

e) Approval to have oversampling of the Massillon residents for Massillon specific data for the upcoming Stark County Community Health Assessment

1. Our last county Community Health Assessment did not contain a lot of Massillon specific data, which we need for accreditation. CMOR Company will be gathering data for the whole county and we would like to request extra efforts in Massillon. We will bring any required fees to the Board for approval at a future meeting.
- It is necessary to have data that is Massillon residents specific in order to develop strategies to better serve the Massillon community
 - The data will help us in seeking funding opportunities to initiate strategies that are most crucial to our residents



Other Business

- a) Cathy Heitger asked about the State Budget Bill forcing mergers of health departments. Terri Argent reported that the rules were changed that require smaller health departments to do a feasibility study unless accredited or in the process of becoming accredited
- b) Ann Palaski suggested that we provide plastic sleeves for the COVID-19 vaccination cards. Terri Argent will order plastic sleeves.



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| <i>These minutes represent a true and accurate record of this meeting to be the best of my knowledge.</i> | | |
| Meeting minutes submitted by: | Ann Palaski | 7/20/2021 |
| Meeting minutes submitted by: | Cyrus Ausar | 7/20/2021 |
|  Mayor Kathy Catazaro-Perry President of the Board | |  Terri D. Argent, Health Commissioner Secretary of the Board |