



Meeting Minutes

Meeting Name: Board of Health		Location: Massillon City Health Department	
Date: June 18, 2019		Start Time: 3:30pm	Stop Time: 3:59pm
Recorded by: Terri Argent		Opened by: Jeff Thornberry, President Pro-tem of the Board	
Attendees: Jeff Thornberry Cathy Heitger Pastor Reginald Hye Dr. Sonia Ullum		Staff Present: Terri Argent	
MINUTES			
<p>1. Without a quorum present, there was not a May meeting.</p> <p>2. On a motion by Pastor Reginald Hye, and seconded by Dr. Sonia Ullum, approval was given to approve the April and May 2019 meeting minutes as mailed. Motion carried.</p> <p>3. On a motion by Dr. Sonia Ullum, and seconded by Cathy Heitger, approval was given to pay the April bills for the Health department in the amount of \$23,314.57, and for the WIC department in the amount of \$13,902.21 for a total amount of \$37,216.78 for April. Approval was given to pay the May bills for the Health department in the amount of \$6,992.13 and for the WIC department in the amount of \$10,338.34 for a total amount of \$17,330.47 for May. Motion carried.</p> <p>4. The monthly Vital Statistics, Environmental, and Nursing Division reports for April and May were accepted and approved without comment.</p>			
ACTION ITEMS			
<u>Old Business</u>			
<p>1. Accreditation update</p> <p style="padding-left: 20px;">a. Terri Argent handed out updates</p> <p>2. Tobacco 21 update</p> <p style="padding-left: 20px;">a. The Mayor decided not to send this proposal to Council since it is featured on the Governor's budget bill for statewide issuance.</p>			
<u>New Business</u>			
<p>1. Board Continuing Education Credits: Duties of a Board of Health</p> <p style="padding-left: 20px;">a. This is for 2 CEU's as required. It is duties of a Board of Health, set forth by the National Association of Boards of Health. See handout.</p>			

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2. Presentation of our new, updated Brochure and Website
 - a. Please check out our updated Brochures and Website that meet Accreditation (PHAB) Standards.
3. Approval of our Mission, Vision, and Values
 - a. On a motion by Dr. Sonia Ullum, and seconded by Pastor Reginald Hye, approval was given for updated Mission, Vision, and Values. See brochure for our new updated Mission, Vision, and Values that meet Accreditation standards. Motion carried.
4. Approval to update our TB test fees
 - a. Our fees are currently \$10.00, but a dose of test solution is \$8.34. Resolution 7-2019 states our intent to raise TB test fees to \$20.00 to cover the cost of needles and Band-Aids. On a motion by Cathy Heitger, and seconded by Pastor Reginald Hye, approval was given to vote to increase TB test fees to \$20.00. Motion carried. Resolution 7-2019 was approved by the Board of Health by majority roll call vote, and was adopted on June 18, 2019. See attached resolution.
5. Approval to update our Plan Review fees
 - a. Our plan review fees have been \$50.00 since 1996. It now takes much longer to do plan reviews. Resolution 6-2019 will raise the plan review fee to \$100.00 for under 25,000 square feet, and \$250.00 for over 25,000 square feet. On a motion by Pastor Reginald Hye, and seconded by, Dr. Sonia Ullum, approval was given to vote to increase the plan review fees. Motion carried. Resolution 6-2019 was approved by the Board of Health by majority roll call vote, and was adopted on June 18, 2019. See attached resolution.
6. Approval to adopt an expedited Plan Review fee
 - a. In order to cooperate and encourage new businesses, we sometimes are requested to rush plan reviews. In order to accommodate this, Resolution 6-2019 will effect an expedited plan review for an extra \$100.00 fee. On a motion by Dr. Sonia Ullum, and seconded by Cathy Heiter, approval was given to vote to adopt an expedited plan review fee. Motion carried. Resolution 6-2019 was approved by the Board of Health by majority roll call vote, and was adopted on June 18, 2019. See attached resolution.
7. Approval to change July Board of Health meeting date from July 16th to July 23rd to allow for Employee CPR training
 - a. On a motion by Dr. Sonia Ullum, and seconded by Pastor Reginald Hye, approval was given for Terri Argent to go to North Canton to fulfill worker's comp requirements. Motion carried.
8. Approval to move the Health Department to a new location
 - a. We have been given the OK by Mayor Kathy Catazaro-Perry to look into a move to 830 Amherst NE. On a motion by Pastor Reginald Hye, and seconded by Dr. Sonia Ullum, approval was given to move the Massillon City Health Department to 830 Amherst NE. Motion carried.
9. Terri Argent provided our 2018 Annual Report
 - a. Terri Argent presented the Board with the 2018 Annual Report.



Health Department

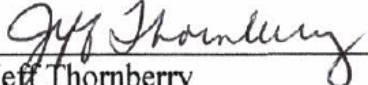
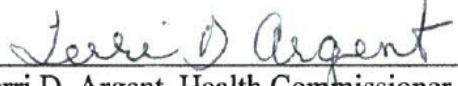
Meeting Minutes

APPROVAL

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

Meeting minutes submitted by:	Cathy Heitger	6/18/19
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Meeting minutes submitted by:	Dr. Sonia Ullum	6/18/19
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 <hr/> Jeff Thornberry President pro-tem of the Board	 <hr/> Terri D. Argent, Health Commissioner Secretary of the Board
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