



Meeting Minutes

Meeting Name: Board of Health	Location: Massillon City Health Department	
Date: March 15, 2022	Start Time: 3:30pm	Stop Time: 4:08pm
Recorded by: Terri Argent, REHS	Opened by: Mayor Kathy Catazaro-Perry, President of the Board	

Attendees: Jeff Thornberry Cyrus Ausar Ann Palaski	Staff Present: Mayor Kathy Catazaro-Perry Terri Argent
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MINUTES

1. On a motion by Ann Palaski, and seconded by Jeff Thornberry, approval was given to approve the February 2022 meeting minutes as mailed. Motion carried.
2. On a motion by Jeff Thornberry, and seconded by Cyrus Ausar, approval was given to pay the February bills for the Health department in the amount of \$5,355.99 and for the WIC department in the amount of \$11,077.16 for a total amount of \$16,433.15 for February 2022. Motion carried.
3. The monthly Vital Statistics, Environmental, and Nursing Division reports for February 2022 were accepted and approved without comment.

ACTION ITEMS

THIS MEETING HAS BEEN RECORDED

Old Business

1. COVID-19 update
 - a) Numbers continue to decrease so if there are no objections, I will remove COVID from old business unless something changes.
2. Accreditation report
 - a) We are nationally accredited!



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3. Equity kits report
 - a) All our kits have been distributed and we are waiting for more COVID test kits to continue our distribution. We have distributed 200 so far.

4. Hiring update
 - a) We only had 1 candidate for Sanitarian and we have 4 to interview for the Administrative Assistant position. We are going to reach out to several universities closer to graduation for sanitarians.

New Business

1. Approval to go to Executive Session to discuss 2 employee issues
 - a) On a motion by Jeff Thornberry, and seconded by Ann Palaski, it was approved to begin the executive session. Motion carried.
On a motion by Ann Palaski, and seconded by Cyrus Ausar, it was approved to end the executive session. Motion carried.
A motion was made by Ann Palaski, and seconded by Jeff Thornberry, to give a 5 year step increase or the equivalent for pay and vacation to the following employees:
Health Commissioner
Public Health Nurse
Director of Vital Statistics
Vital Statistics Deputy Registrar
WIC Director
WIC Clinical Assistant
Environmental Health Director
and a 10 year step increase or the equivalent for pay and vacation for the Director of Nursing. Motion carried.
Jeff Thornberry added that these increases are in recognition and appreciation for the hard work of the entire Health Department through the pandemic and upon becoming accredited

2. Approval of Resolution 01-2022 to begin a septic program and 1st reading of fees
 - a) The Massillon City Health Department is required to have a septic program by the Ohio Department of Health. We are contracted with Stark County to install new septic but certifying contractors and annual inspections are our responsibility. The fees for these services should pay for the program. Bethany Perkowski will present the program and fees. On a motion by Ann Palaski, and seconded by Cyrus Ausar, it was approved to begin a septic program and the 1st reading of fees. Motion carried.

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3. Approval of Resolution 02-2022 to begin a camp program and 1st reading of fees
 - a) The Massillon City Health Department needs a camp program to monitor carnivals and festival companies who camp in the city limits for multiple days. Bethany Perkowski will present the program and fees. On a motion by Ann Palaski, and seconded by Jeff Thornberry, it was approved to begin a camp program and the 1st reading of fees. Motion carried.

Additions to the Agenda

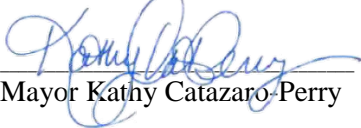
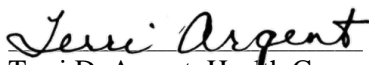
On a motion by Jeff Thornberry, and seconded by Cyrus Ausar, approval was given to add one topic to the agenda. Motion carried.

4. Approval of grant from the Massillon Rotary
 - a) The Massillon Rotary has awarded us a grant for \$3,850.00 to continue our Adult CPR kits program and expand it for infants. On a motion by Ann Palaski, and seconded by Cyrus Ausar, approval was granted to accept the grant from the Massillon Rotary. Motion carried.

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

Meeting minutes submitted by:	Jeff Thornberry	3/15/2022
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Meeting minutes submitted by:	Cyrus Ausar	3/15/2022
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 Mayor Kathy Catazaro-Perry President of the Board	 Terri D. Argent, Health Commissioner Secretary of the Board
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