



Meeting Minutes

Meeting Name: Board of Health		Location: Massillon City Health Department	
Date: November 16, 2021		Start Time: 3:30pm	Stop Time: 4:05pm
Recorded by: Terri Argent, REHS		Opened by: Mayor Kathy Catazaro-Perry, President of the Board	
Attendees: Jeff Thornberry Cathy Heitger Dr. Sonia Ullum		Staff Present: Mayor Kathy Catazaro-Perry Terri Argent Bethany Perkowski	
MINUTES			
<p>1. On a motion by Dr. Sonia Ullum, and seconded by Cathy Heitger, approval was given to approve the October 2021 meeting minutes as mailed. Motion carried.</p> <p>2. On a motion by Jeff Thornberry, and seconded by Dr. Sonia Ullum, approval was given to pay the October bills for the Health department in the amount of \$11,111.65 and for the WIC department in the amount of \$9,295.19 for a total amount of \$20,406.84 for October 2021. Motion carried.</p> <p>3. The monthly Vital Statistics, Environmental, and Nursing Division reports for October 2021 were accepted and approved without comment.</p>			
ACTION ITEMS			
THIS MEETING HAS BEEN RECORDED			
<u>Old Business</u>			
<ol style="list-style-type: none"> 1. COVID-19 update <ol style="list-style-type: none"> a) We had our first 5-12 aged clinic on Saturday, November 13th, and gave 37 vaccines. Our next clinic is Monday, November 29th. b) Our booster clinics are going well. We are booked into December. 2. Accreditation Update <ol style="list-style-type: none"> a) We survived our site visit with special thanks to the Mayor and Jeff Thornberry who made us sound amazing. The accreditation decision will be made by PHAB in March 2022 – either accredited or we will be required to submit an action plan for review. 			



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3. Approval of data oversampling in the CHA process for Massillon specific data
 - a) This was discussed in a previous meeting and as we begin the new County CHA process we need more Massillon specific data to plan our programs and outreach. Extra fees for oversampling should not exceed \$5,000.00. On a motion by Cathy Heitger, and seconded by Dr. Sonia Ullum, approval was given to approve the extra fees for oversampling. Motion carried.

New Business

1. Presentation of COVID-19 After Action Report
 - a) Bethany Perkowski will present our COVID-19 After Action Report which will be studied and used to improve our responses for the next pandemic.
2. Approval of Resolution reducing body art fees for 2022
 - a) Due to the COVID-19 pandemic, Body Art businesses were closed in 2020, but bought licenses before the pandemic hit. They received no inspection services, therefore 2022 license fees cannot be charged. Prices will return to normal for 2023. On a motion by Dr. Sonia Ullum, and seconded by Jeff Thornberry, approval was given for the 2022 license fees to be \$0.00. Motion carried.
3. Approval of new phone system
 - a) We are in critical need for a new phone system. We currently piggy-back to the Massillon Fire Department, but can get no more phone lines into our building. part-time employees and the Conference room must use cell phones. We have priced a system from Connect USA, the city's current provider, for \$8,785.00 to be paid by grant money. On a motion by Cathy Heitger, and seconded by Dr. Sonia Ullum, approval was given to purchase a new phone system for the Massillon City Health department. Motion carried.
4. Approval of Board of Health meeting schedule and In-Service days for 2022
 - a) Board of Health meetings will continue the 3rd Tuesday of each month, and we ask for approval to close for In-Service education/training days quarterly on March 1, May 11, September 21, and December 7 in 2022. We will be closed on those dates. On a motion by Cathy Heitger, and seconded by Dr. Sonia Ullum, approval was given for the Board of Health meeting schedule and In-Service dates in 2022. Motion carried.



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5. Second Reading of 2022 Food Service fees

- a) This will serve as the 2nd reading of the new food service fees.

6. Approval of a partnership agreement with Walsh University

- a) This partnership will mentor nursing students to help them with mentorship requirements and to help us promote public health careers as required by PHAB. On a motion by Cathy Heitger, and seconded by Jeff Thornberry, approval was given for a partnership agreement with Walsh University.

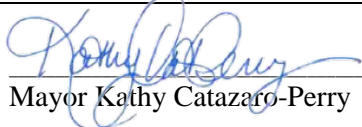
7. Discussion


- a) The status of our Workforce Development Grant is being delayed by City Council. Our \$180,000.00 was sent through 3 readings because they didn't like the Board and Civil Service approved job descriptions. This took 6 weeks, now they are sending it back to 1st reading due to the law department changing the jobs from contracted to city hires. This will delay the Grant about 5 more weeks, add about 6 or more weeks for the hiring process. We won't have our new employees until February 2022!

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

Meeting minutes submitted by:	Cathy Heitger	11/16/2021
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Meeting minutes submitted by:	Dr. Sonia Ullum	11/16/2021
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 Mayor Kathy Catazaro-Perry
 President of the Board


 Terri D. Argent, Health Commissioner
 Secretary of the Board