



# Meeting Minutes

<b>Meeting Name:</b> Board of Health		<b>Location:</b> Massillon City Health Department	
<b>Date:</b> November 19, 2019		<b>Start Time:</b> 3:30pm	<b>Stop Time:</b> 4:14pm
<b>Recorded by:</b> Terri Argent		<b>Opened by:</b> Mayor Kathy Catazaro-Perry, President of the Board	
<b>Attendees:</b> Mayor Kathy Catazaro-Perry Jeff Thornberry Pastor Reginal Hye Jim Johnson Dr. Sonia Ullum		<b>Staff Present:</b> Terri Argent	
<b>MINUTES</b>			
<p>1. On a motion by Jeff Thornberry, and seconded by Jim Johnson, approval was given to approve the October 2019 meeting minutes as mailed. Motion carried.</p> <p>2. On a motion by Pastor Reginald Hye, and seconded by Dr. Sonia Ullum, approval was given to pay the October bills for the Health department in the amount of \$8,841.97, and for the WIC department in the amount of \$10,515.63 for a total amount of \$19,357.60. Motion carried.</p> <p>3. The monthly Vital Statistics, Environmental, and Nursing Division reports for October were accepted and approved without comment.</p>			
<b>ACTION ITEMS</b>			
<u>Old Business</u>			
<p>1. Accreditation update</p> <p>a. We have submitted PHAB Domains 8 and 6 to Emily, and she suggested minor changes that we are working on. She was very pleased with our progress. We will be submitting Domains 3, 10, &amp; 12 soon for her approval.</p> <p>b. Update on Vaping The U.S. House has passed legislation to raise tobacco sales age to 21, prohibits on-line sales, and prohibits flavored vaping products. The bill now goes to the Senate.</p> <p>c. Review/Approval of Harm Reduction Program We are asking for approval of our harm reduction program – to provide Narcan/Naloxone training to staff to administer to the public and provide free condoms on request. Both are free and we are not doing the strips right now because of cost. The entire staff will be trained to administer and show clients how to administer the Narcan. On a motion by Jim Johnson, and seconded by Pastor Reginald Hye, approval was granted to begin a harm reduction program. Motion carried.</p>			

## Meeting Minutes

### New Business

1. Presentation for Board input – MCHD Performance Management
  - a. A staff meeting in October with Accreditation consultant came up with initial objectives and measures. Terri Argent presented these to the board requesting feedback suggestions for additional objectives and measures. The board had no additional objectives at this time. They will be given a quarterly update to seek additional input on objectives.
2. Approval to purchase incentives for Focus Groups
  - a. To better serve our community and our Community Health Assessment we need several focus groups to determine where we need to go to improve health issues. We would like to provide gift cards as incentives for group participants. Other Health departments are using this incentive, and it is effective. On a motion by Jeff Thornberry, and seconded by Dr. Sonia Ullum, approval was given to purchase 20 gift cards in the amount of \$10.00 each. Motion carried.
3. Approval of contract with Canton HD for Epidemiologist assistance
  - a. We need Board approval to contract with Canton Health Department to use their 2 epidemiologists to assist us with research and investigations. MOU has been approved by the law director. On a motion by Dr. Sonia Ullum, and seconded by Pastor Reginald Hye, approval was given to contract with the Canton Health Department to use their epidemiologists. Motion carried.
4. Agreement with the City of Massillon for funding
  - a. The law department put together an agreement with the City for further funding of the Health department. On a motion by Jim Johnson, and seconded by Jeff Thornberry, approval was given to submit an agreement with the City for additional funding of the Health department. Motion carried.
5. Review of new tattoo draft rule OAC 3701-9-01 and 3701-9-09
  - a. New tattoo draft rule OAC 3701-9-01 and 3701-9-09 gives more guidelines and clarification for temporary body art establishments. Terri Argent presented a fact sheet of the highlights of the draft law. Board of Health was given opportunities to raise concerns and ask questions.
6. Announcement of new program offering smoking cessation classes and referrals.
  - a. Pastor Ken Ferguson from Massillon Connections is going to partner with us to conduct smoking cessation classes for January. They are free, and last 5 days, and we are hoping to make this a permanent program.
7. Approval of Director of Nursing salary and benefits
  - a. Terri Argent is seeking approval to hire Audrey Sylvester at the 3 year salary level Director of Nursing - beginning the first day of the next pay period (November 25). On a motion by Pastor Reginald Hye, and seconded by Dr. Sonia Ullum, approval was granted to hire Audrey Sylvester as the Director of Nursing at the 3 year salary level effective November 23, 2019. Motion carried.

**Massillon**

*City of Champions*

**Health Department**

**Meeting Minutes**


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**APPROVAL**

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

<b>Meeting minutes submitted by:</b>	Jim Johnson	11/19/19
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<b>Meeting minutes submitted by:</b>	Pastor Reginald Hye	11/19/19
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 Mayor Kathy Catazaro-Perry  
 President of the Board

  
 Terri D. Argent, Health Commissioner  
 Secretary of the Board