

Meeting Minutes

Meeting Name: Board of Health		Location: Massillon City Health Department	
Date: March 21, 2023		Start Time: 3:30pm	Stop Time: 3:50
Note Taker: Terri Argent, REHS		Facilitator:	
Attendees: <div><div>Dr. Sonia Ullum</div><div>Mayor Kathy Catazaro-Perry</div></div> <div><div>Jeff Thornberry</div><div>Dr. Lata Wiggins</div></div> <div><div>Ann Palaski</div><div>Terri Argent</div></div> <div><div>Cyrus Ausar</div><div>Cathy Heitger</div></div>			
Minutes			
On a motion by Jeff Thornberry, seconded by Sonia Ullum. Approval was given to approve February 2023 meeting minutes as emailed. Motion carried.			
On a motion by Sonia Ullum, seconded by Cyrus Ausar. Approval was given to pay the February bills for the Health Department in the amount of \$42,045.50, and for the WIC Department for \$12,702.80. For a total amount of \$54,747.80 for February 2023 bills. Motion carried.			
The monthly Vital Statistics, Environmental, and Nursing Division reports for February 2023 were accepted and approved without comment.			
MINUTES			
THIS MEETING IS BEING RECORDED			
<u>Old Business</u>			
1. Our first annual PHAB Accreditation Newsletter, after review and approval of our Accreditation Consultant, has been submitted to PHAB			
Terri states “Our PHAB accreditation board, we get reaccredited after 5 years. We are in our first year after accreditation now. Every year we have to do a newsletter telling them what we have done, accomplished, and show that we’re heading towards our goals that we have set. We got our first one submitted.” Mayor Kathy states that is great to hear.			

Meeting Minutes

New Business

1. Approval to attend the Spring Health Commissioner's Conference in Columbus April 24-26, 2023

Terri states "this is for me to attend. It is in Columbus from April 24-26th 2023. Expenses are not to exceed \$800.00 for the conference, gas, hotel and food. Some expenses, all but food, will be paid for by the Workforce development grant as training and travel."

Motion made by Ann Palaski, seconded by Sonia Ullum. Motion carried.

2. Approval of Diversity, Equity and Inclusion program to fulfill accreditation requirements

Terri says "We would like to contract with a company, they are called 'Elevated Diversity.' They provide assessment, training and planning for diversity, equity and inclusion. This kind of training is required by our Workforce Development grant as well as our accreditation. The fees will be paid for by the Workforce Development grant. It will be followed up with annual training and planning. It is \$7950.00. I think it is something we need and will be really good for the staff. They assess everyone individually, then as a group...see where our strengths and weaknesses are. Then they help us plan with education and training involved."

Jeff asked if it was a one-time payment. Terri says "yes unless we add modules, training booklets, then it would be more."

Motion by Jeff Thornberry, seconded by Ann Palaski. Motion carried.

3. Review of Harm Reduction program, activities, and future plans

Meeting Minutes

Terri says "As of April 6th, Narcan will become easier to access due to a change in the pharmacy board which means less paperwork for staff and clients. Everyone is trained on it, but now it'll take less time. It will be really nice for us.

Second point "StarkMHAR" has purchased Naloxone boxes, which will have Naloxone and PPE gloves and masks. They purchased 40 for Stark county, 5 of those will be in Massillon. That is an indoor box, they put it on the wall, like an AED." Ann asked how to determine where the five boxes go. Terri stated "StarkMHAR does. They chose businesses such as the library, the courts, Erie St pub, Salvation army and the SAM center."

Third point "We are hoping to purchase two temperature controlled outdoor boxes with opioid settlement money. That is going to be at the Massillon museum for now, we are considering where the second location will be. Those run from \$3000-4000. Again, that will be paid with City opioid settlement money.

We will be getting a harm reduction vending machine. It'll have Narcan, fentanyl test strips, PPE gloves and masks, Band-Aids, boxes you can put used needles in. It is free to access. You have to go online and register, putting in amounts so no one is taking too many of anything; it is controlled. Condoms will also be available. It will be 24/7 too."

"Our nursing staff is meeting with Canton City health department to discuss and partner with them to do HIV testing here in Massillon. We have not ever done it before, we always send people to Canton. We feel we need to do more locally. It is still in the talks, we can bring this back to the board when it is settled.

We just started providing our police with Narcan kits for each police car. We are excited about that."

4. Accept Austin Bailey Community Garden money

Terri states "We need approval to accept a grant for \$5721 from the Austin Bailey Foundation for community garden. We are partnering with Rivertree Church for our community garden. We are currently seeking volunteers. A portion of our harvest will be donated to the community. We have areas that we call food deserts, they are more than a mile or two away from places that have fresh produce. We secured the grant, and Rivertree is providing the green space."

Ann says it would be great to talk to some master gardeners. Mayor Kathy mentions that "Heather Neikirk is amazing. She just presented to the neighborhood partnership group that our home associations attend."

Jeff Thornberry made the motion, and Cathy seconded it. Motion carried.

Meeting Minutes

5. Move to approve to add job descriptions on the agenda.

Ann made the motion, Cyrus seconded it. Motion carried.

Terri asked that the board look over the 2 positions added, and their job descriptions. For the language specialist they are hoping to find someone who speaks k'iche' as well as Spanish. Mayor Kathy mentioned there was a woman who works with a Massillon preschool who is a wonderful interpreter. Maybe reach out to the school. Or she may know someone in her community that would be a good fit. We are still waiting on this to be passed through counsel to get put on the list of job titles. Dr. Wiggins states they used a company called Pacific Interpreters, through an IPad. Terri says we have something similar on the phone. Sometimes it takes a while and you can't hear them. It would be nice to have someone here on clinic days, and have them help educate as well. Dr. Wiggins explains the downside to having an interpreter is you will have to pay them either way, if people do not show up. Something to think about. Cyrus asks about the pay range. Terri says if we get someone with a Bachelor's degree we can discuss taking it up. Cyrus goes on to explain how the pay needs to be enticing for students who can make much more than that, working online. Terri agrees but says we are locked into the city's pay scale. Jeff says we may want to hire more than one in this position. Terri explains all the positions are 100% paid by the grant. It will be on the job descriptions that is for 4 ½ years. Hopefully more money comes in, but we never know.

Motion to approve the language in the job descriptions made by Cathy Heitger, seconded by Sonia Ullum. Motion carried.

MEETING ADJOURNED

APPROVAL

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

Person Responsible:

Date:

Meeting minutes submitted by:

Meeting minutes submitted by: