



Meeting Minutes

Meeting Name: Board of Health		Location: Massillon City Health Department	
Date: May 27, 2025		Start Time: 3:38pm	Stop Time: 4:12pm
Note Taker: Terri Argent, RS, REHS		Facilitator:	
Attendees: Mayor Jamie Slutz			



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2. Pop-Up Pantry Drive-Thru Update

Terri mentioned that our last pantry was just this past Tuesday. We had 251 meals (families) served. We have served 826 families all together this year. FreshMark donated hot dogs this time and they are planning on donating bacon for next month. These are always held on the 3rd Tuesday of the month from 12pm-2pm. It is going very well.

3. Increased Outreach Opportunities

Terri explained that we are always looking for ways to increase our outreach to the community. We have 2 new events. One is City Serve that will be almost every week at old Demmer Hardware to give out food. The Health Department will set up a table there. Quarry Ridge is another event where the nurses will go out to the home, do blood pressure tests, and provide health education. This will be monthly in the summer. Margaret asked if Outreach still goes to the Community Center – Terri explained that we haven't gotten back to that since COVID while we have started sports physicals at the Health Department that take up a lot of time. Katie has been to St. Joe's and Terri will get more detail for Margaret Elum who was inquiring.

New Business

1. HSTS Discussion (Home Sewage Treatment Systems)

Bethany mentioned an audit (survey) was done in 2020 over Massillon city septic systems. It was made known to the state that Massillon does not have a septic program. Bethany tried to get the results but to no avail. We subsequently renewed our MOU with the Stark County Health Department, have been installing/repairing septic systems where needed since that time, etc. On May 8, 2025, we received an email from ODH inquiring on our program. It stated that if we were at all taking part in our own program, we would need to be surveyed. ODH was contacted by Bethany to ask for elaboration on the email. All cities received the email. Bethany made clear we do not have or want a sewage program. We were told we needed to find another Health Department to take a Massillon program as ODH does not want it. Stark County doesn't want this either. It was said that, if Stark County didn't want it, perhaps Wayne County would. Bethany asked again for the results of our 2020 survey – she was told ODH had them and would send to us. It was further said that no one on staff presently at ODH could address any questions related to the survey as the team has changed. Bethany ended up receiving an undated letter from ODH indicating a survey had been conducted in 2020 and that we were to address findings via action plan within 45 days. The overall finding was that Massillon did not have a program. ODH recommended that we implement a program, that we register installers/haulers/service providers, do an annual cost methodology, and administer a maintenance program. We have adopted fees very recently and registered our first installer but there was no opportunity to do a cost methodology as we just recently implemented fees. Bethany said we can improve by getting info out to haulers and service providers and that they register with us prior to doing work – this has yet to be done due to time constraints and as we don't have a program. Bethany benchmarked with other local health departments (Stark, Alliance, Canton, Youngstown, and Columbiana County). Further talked with Gene Phillips who is Safety Operations Chief for ODH – he said that he would reply with more info in a week but has not done so. The other city / local health departments have no desire to implement a program. Stark stated they would be willing to take over our operation and maintenance program but legal implications would need to be considered along with fees. Massillon would need to handle the costs for the city of Massillon – Stark currently runs a program with operations and maintenance in a deficit. If we wanted Stark to come out for consultation on starting a program, it would be \$75/Hr.



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Bethany made clear that she is not asking for a Board vote but just wanting to keep them in the loop on what is transpiring. Lew stated that we should consider tabling this given the lack of responsiveness from ODH. Terri reiterated that if we don't have a program, they take your program back but we don't have one. Bethany stated that if we decide in the future we want to implement a program, we likely would need to hire more staff. Margaret confirmed that we couldn't manage a sewage program with the current staff. One thing we might be able to handle would be charging people who pump out the porter potties via a registration, but we have never done that as we don't have a sewage program.

2. Approval to Call Back Our Temporary Part-Time Public Health Nurse, as needed

Terri stated that our public health nurse is on the payroll but doesn't get paid unless she works for us (temporary seasonal part-time). Her name is Becky Johnson. We do not anticipate needing her but want to be cognizant of the measles outbreak and a potential for a worst-case scenario. We are at 85% children vaccinated in Stark/Massillon. Outbreaks are mostly in the largely unvaccinated areas. Nurses, if an outbreak, would need to run vaccine clinics and contact tracing which would be time consuming. Margaret Elum asked why we needed to present this for approval if she is already on payroll. Terri stated that we haven't paid her since 2021 and it is just so the Board is aware if circumstances arise that require her services. We have a cushion in our payroll budget as the new Registrar was not hired until March when they had been budgeted for the entire year so there are no concerns with needing to request more city funds to pay Becky. Motion to approve bringing back Becky (if needed) made by Mayor Slutz and seconded by Lew Garrett. Motion carried by all Board Members in attendance.

3. Review of Financial Procedures During Emergencies

Terri emphasized that we have a 2022 COOP plan approved by the board at that time. The 4 county health departments approved that, if we are in an emergency, how we handle continuity of operations. Specific to finances, the health commissioner may allocate up to \$5k without Board Approval for programs and purchases that would be presented to and approved by the Board at the next meeting. Emergency staff can also be hired as needed and presented to the Board at the next meeting. We didn't need to implement this even during COVID as we received grants and no re-approval is needed. We are just wanting to present to the Board again to remind them.

4. Approval to Join OABH (Ohio Association of Boards of Health) – Free for 2025

Terri explained that we were part of this over 20 years ago and the association fell apart. They are trying to bring it back. We have the opportunity to join it for free for the rest of 2025. It gives us an opportunity to join and see what it has to offer. Continuing education, surveys, ethics, etc. are expected as part of the membership. Motion to approve free 2025 membership by Margaret Elum and seconded by Lew Garrett. Motion carried by all Board Members in attendance.

5. Approval of Donations for Community Garden

Terri brought forth that we have received donations from Freshmark/Sugardale (\$1,064), Lion's Club (\$250) and Doering Vision (\$100). Motion to approve receipt of donations by Lew Garrett and seconded by Margaret Elum. Motion carried by all Board Members in attendance.

6. Public Speaks

The Mayor will not be at the June meeting due to vacation.



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Motion made to adjourn by Cathy Heitger, seconded by Margaret Elum.

APPROVAL

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

Meeting Minutes Submitted By: Terri Argent

Date: 5/27/25

Mayor Jamie Slutz
President of the Board

Terri D. Argent, Health Commissioner
Secretary of the Board