



# Board Agenda

<b>Meeting Name:</b> Board of Health Special Meeting		<b>Location:</b> Massillon City Health Department	
<b>Date:</b> February 6, 2024		<b>Start Time:</b> 3:32pm	<b>Stop Time:</b> 3:3:38pm
<b>Note Taker:</b> Terri Argent, REHS		<b>Facilitator:</b> Mayor Jamie Slutz	
<b>Attendees:</b> Cathy Heitger      Mayor Jamie Slutz Ann Palaski        Margaret Elum Terri Argent        Dr. Sonia Ullum Ted Herncane			
<b>MINUTES</b>			
<b>THIS MEETING IS BEING RECORDED</b>			
<b><u>New Business</u></b>			
<ol style="list-style-type: none"> <li>1. Discussion to amend the license fees for mobile retail food establishments declaring an emergency           <ol style="list-style-type: none"> <li>a) Terri handed out copies of the resolution for members to read over. She states “we’ve always had retail food establishment licenses, there are several different levels. One level is mobile food service. It’s always been one mobile food service level and it is \$100.00 for that license. The Department of Agriculture has put into new law which goes into effect February 12, 2024. That is why we met on an emergency basis today. It has to be passed by February 12<sup>th</sup>. They want to split it into 2 mobile unit licenses- one will be called low risk, and the other high risk. The high risk will be \$100.00 like it always was for the mobile units. The low risk is \$50.00 and the difference is low risk is just prepackaged foods...candy bars, chips, those kind of things. High risk would be food handling, cooking, refrigeration, and hot/ cold holding temperatures. So I would ask that we pass resolution 1-2024 to amend the licensing categories of low risk mobile retail food establishment for \$50.00 and high risk mobile retail food establishment at the usual \$100.00. Does anyone have questions?”</li> <li>b) Cathy Heitger asked if it was repackaged or prepackaged. Terri clarified it was “prepackaged” as it pertains to food trucks.</li> <li>c) Terri reiterated “low risk would be \$50.00 and high risk would be \$100.00.” She believes they want to encourage more mobile units to join in. Cathy Heitger asked if it was similar to High School sports teams selling water. Terri replied “yes, and they are already paying the \$100.00 fee, this amendment would change it to a lower fee.”</li> </ol> </li> </ol>			

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Cathy Heitger made a motion to amend the annual licensing fee for Mobile Retail Food Establishments to include a “Low Risk” and a “High Risk” category. Seconded by Ann Palaski. Roll call vote:

Ann Palaski “aye”  
DSonia Ullum “aye”  
Cathy Heitger “aye”  
Margaret Elum “aye”

This motion was passed by unanimous vote.

## ADJOURNMENT

Motion to adjourn at 3:38pm made by Margaret Elum. Seconded by Dr. Sonia Ullum.

## 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:**