

# BOARD OF HEALTH



**Public Health**  
Prevent. Promote. Protect.

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**Canton City Public Health**

**Wednesday, December 15, 2021**  
**@ 12:00pm**



**Public Health**  
Prevent. Promote. Protect.

Canton City Public Health

**Board of Health Meeting**  
Wednesday, December 15, 2021 @ 12:00pm – Board Room

**Agenda**

Watch live on our Facebook page at <https://www.facebook.com/cantonhealth/>

1. Call to Order and Roll Call
2. Unfinished Business
3. Approve November 22, 2021 Board of Health Meeting Minutes
4. Approve List of Bills
5. Approve Personnel
  - a. Probationary Period Ending for Christina Berardinelli, Staff Sanitarian I (R4), Retroactive to December 13, 2021
  - b. Probationary Period Ending for Valerie Fletcher, Staff Sanitarian I (R4), Retroactive to December 12, 2021
  - c. Probationary Period Ending for Deiego Robinson, EH Public Health Technician (PT1) Retroactive to December 6, 2021
  - d. UPDATED Position Description for Full-Time Staff Sanitarian I (R4) to Change Position Title to Environmental Health Specialist in Training (R4) (Health Inspector I)
  - e. UPDATED Position Description for Full-Time Staff Sanitarian II (R5) to Change Position Title to Registered Environmental Health Specialist (R5) (Health Inspector II)
  - f. UPDATED Position Description for Part-Time Outreach Specialist (PT2) to Change “Reports to” to Overdose Prevention Coordinator
  - g. Updated Position Classification Schedule for Air Pollution Control
  - h. Updated Position Classification Schedule for Environmental Health
  - i. Appointment of Part-time Overdose Prevention Coordinator (PT4)
  - j. Appointment of a Full-Time Staff Sanitarian II (R5)
6. Approve Recommendations of the Hearing Officer for December 15, 2021
7. Approve 2022 Board of Health Schedule
8. Approve Resolutions
  - a. 2021-10: Amending Section 251.02 of the Canton City Health Code: License Fees
  - b. 2021-11: Amending Section 207.10 of the Canton City Health Code: Hours worked; compensatory time; overtime pay
  - c. 2021-12: Approving Wage and Salary Cost of Living Adjustments, Essential Worker Bonus, and COVID-19 Vaccination Bonus
9. Approve an Agreement to Pay up to \$21,330.00 to Richardson Compensation Consulting, LLC for an Evaluation of the Health Department’s Salary Structure Design, Job Evaluation, Merit Increase Analysis and Point Factor Design
10. Authorize a FY22 Contract with Jon Elias, MD as the Health Department’s Medical Director for \$14,700.00 for a Period of January 1, 2022 through December 31, 2022 (\$1,10.00 a Month Plus up to \$1,500.00 for Reimbursement for Travel and Training); Paid from Fund 7601 303001, Nursing Fund

11. Approve a FY22 Agreement with LaToya Dickens-Jones to Provide Nurse Practitioner Services on an as Needed Basis for the Health Department from January 1, 2022 through December 31, 2022 at a Rate of \$35.48 per Hour not to Exceed \$2,128.80 (up to 60 hours); Paid from Fund 7601 303001, Nursing Fund
12. Approve a FY21 Contract with R & G Janitorial Inc. at an amount not to Exceed \$26,400.00 (\$2,200.00/month) for Custodial Cleaning Services for the Health Department for the period January 1, 2022 through December 31, 2022; Paid from Fund 7601 301001, Administration/VS Fund
13. Approve Agreements for the Stark County THRIVE Program for the period of January 1, 2022 to June 30, 2022 for a total of \$335,398.90 from the Ohio Department of Medicaid Funding for the following Grantees; Paid from Fund 2314, THRIVE Program
  - a. Access Health Stark County for the Community Health Worker Program for an Amount not to Exceed \$61,777.20
  - b. Alliance Family Health Center for the Community Health Worker Program for an Amount not to Exceed \$40,998.44
  - c. CommQuest for the Community Health Worker Program for an Amount not to Exceed \$15,260.29
  - d. Community Legal Aid for the Health, Education, Advocacy and Law (H.E.A.L) Program for an Amount not to Exceed \$4,614.82
  - e. Margaret B. Shipley Child Health Clinic for the Community Health Worker Program for an Amount not to Exceed \$21,596.48
  - f. My Community Health Center for the Community Health Worker Program for an Amount not to Exceed \$63,358.82
  - g. Stark County Department of Job & Family Services for the Community Health Worker Program and the Fatherhood Program Administrator \$38,202.00
  - h. Stark County Health Department for the Community Health Worker Program for an Amount not to Exceed \$31,333.33
  - i. Stark County Mental Health and Addiction Recovery for the Racial Equity, Implicit Bias and Cultural Competency Humility Programs for an Amount not to Exceed \$21,263.00
  - j. Stark Metropolitan Housing Authority for the Community Health Worker Program for an Amount not to Exceed \$23,949.03
  - k. YWCA of Canton for the Community Health Worker Program for an Amount not to Exceed \$13,045.49
14. Approve the FY22 OEI Grant Application and Initial Budget in the Amount of \$322,375.00 with a Grant Period of January 1, 2022 to December 31, 2022 along with the following subgrantee:
  - a. Stark County Health Department for an Amount not to Exceed \$19,375.00
15. Approve an Agreement with Access Health Stark County to Pay up to \$50,000.00 for the Stark County THRIVE Payment Outcomes with a period of January 1, 2022 to December 31, 2022

16. Approve the FY22 Early Intervention Services (EIS) Grant Application and Initial Budget in the Amount of \$115,740.00 with a Grant Period of April 1, 2022 to March 31, 2023
17. Approve an Agreement with Wendy Monaghan for Interpretation Services for COVID Vaccination Clinics for a Period of January 1, 2022 to December 31, 2022 at \$23.00 an Hour not to Exceed 65 hours or up to \$1,495.00
18. Approve an Agreement with Alicia Rozenbom for Interpretation Services for COVID Vaccination Clinics for a Period of January 1, 2022 to December 31, 2022 at \$23.00 an Hour not to Exceed 65 hours or up to \$1,495.00
19. Acceptance of Reports
  - a. Nursing/WIC                      Written
  - b. Laboratory                        Written
  - c. OPHI/Surveillance              Written
  - d. Vital Statistics                    Written
  - e. Health Commissioner            Written
20. Other Business
21. Next Meeting: January 24, 2022 at 12:00pm
22. Adjournment



**Board of Health Meeting**  
Monday, November 22, 2021 @ 12:00 PM – Board Room  
**Minutes**

**Call to Order and Roll Call**

Mayor Bernabei called to order the regular meeting of the Board of Health of Canton City Public Health (CCPH) on Monday, November 22, 2021 at 12:01 PM with a quorum present.

A roll call found the following Board members present: Dr. Stephen Hickman, Patrick Wyatt, Dr. James Johns and Dr. Amy Lakritz. Cleo Lucas was present via Microsoft Teams and could not be a voting member.

Staff members present: James Adams, Sean Green, Christi Allen, Christina Henning, Diane Thompson, Annie Butusov, Amanda Archer, Robert Knight and Gus Dria.

**Unfinished Business**

Jim Adams mentioned three items from the October 2021 Board of Health meeting which required some form of further action or discussion.

The first item concerned the Early Intervention Grant (PREP) and the effectiveness of program outreach through the use of billboards. Mr. Adams explained that the use of billboards is one of the outreach methods recommended by the Ohio Department of Health (ODH). The budget for this outreach is reviewed and approved by ODH program staff.

The second item concerned a bill paid for \$5,000 in October for handouts as part of the Partners for a Healthy Baby Curriculum. Mr. Adams explained that this is used by community health workers as part of their training. In addition, there are Parent Handouts provided to the parents to promote continued learning.

The third and final item concerned flu clinics. Mr. Adams explained that Canton City Public Health primarily purchases private flu vaccine for the convenience of its travel clinic clientele; this needs to be purchased early in the year. He added that there has not been much demand from clients for the flu vaccine.

**Approve October 25, 2021 Board of Health Meeting Minutes**

Mr. Wyatt moved and Dr. Hickman seconded a motion to approve the October 25, 2021 Board of Health meeting minutes. Motion carried unanimously.

**Approve November 10, 2021 Special Board of Health Meeting Minutes**

Mr. Wyatt moved and Dr. Lakritz seconded a motion to approve the November 10, 2021 special Board of Health meeting minutes. Sean Green pointed out an error in the minutes: Mrs. Lucas had been included in a motion, but had not been present for that meeting. Mr. Green stated that he will make this correction to the minutes. The Board agreed to approve the minutes with the correction made. Motion carried unanimously.

**Approve List of Bills for \$518,702.17**

Dr. Johns moved and Dr. Hickman seconded a motion to approve the list of bills totaling \$518,702.17. A roll call to vote was taken:

Dr. Hickman – Yes    Mr. Wyatt – Yes

Dr. Lakritz – Yes    Dr. Johns – Yes

Motion carried unanimously.

**Approve Personnel**

**a. UPDATED Full-time Laboratory Technician I (R4) Position Description**

Dr. Hickman moved and Dr. Johns seconded a motion to approve the updated full-time Laboratory Technician I (R4) position description as presented. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**b. UPDATED Full-time Workforce Development Specialist (R4) Position Description**

Dr. Hickman moved and Dr. Johns seconded a motion to approve the updated full-time Workforce Development Specialist (R4) position description as presented. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**c. UPDATED Full-time Administrative Specialist I (R2) Position Description**

Dr. Hickman moved and Dr. Johns seconded a motion to approve the updated full-time Administrative Specialist (R2) position description as presented. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**d. NEW Full-time Community Health Equity Coordinator (R5) Position Description**

Dr. Lakritz moved and Dr. Hickman seconded a motion to approve the new full-time Community Health Equity Coordinator (R5) position description as presented.

Dr. Hickman moved and Dr. Lakritz seconded a motion to amend the previous motion to include agenda item 5.e. as part of the same motion. Agenda item 5.e. is a motion to approve the updated Vital Statistics/Administration Classification Schedule to add the full-time Community Health Equity Coordinator (R5). A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

For the approval of agenda items 5.d. and 5.e. a roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**e. Updated Vital Statistics/Administration Classification Schedule**

This item was approved in the same motion as item d.

**f. Approve Carryover from 2021 to 2022 Unused Vacation Days**

Dr. Hickman moved and Dr. Lakritz seconded a motion to approve the following employees to carryover vacation days from 2021 to 2022 per section 2017.18 Vacations of the Canton Health Code:

Employee Name	Hours	Days	Employee Name	Hours	Days
Gibbs, Pamela	24	3	Henning, Christina	40	5
Thomas, Sarah	16	2	Trenger, Kelli	40	5
			Thompson, Diane	104	13

A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**g. Resignation of Christopher Brunner, EH Public Health Technician (PT1), Effective November 1, 2021**

Dr. Lakritz moved and Dr. Johns seconded a motion to approve the resignation of Christopher Brunner, EH Public Health Technician (PT1), effective November 1, 2021. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**h. Appointment of a Part-time EH Public Health Technician (PT1)**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve the appointment of a part-time EH Public Health Technician (PT1) to Hunter Jepsen with a start date of December 6, 2021 at \$14.49 per hour with a 90-day probationary period. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**i. Appointment of a Full-time Laboratory Technician I (R4)**

Dr. Hickman moved and Dr. Johns seconded a motion to approve the appointment of a full-time Laboratory Technician I (R4) to Jordan Mastrocola with a start date of November 30, 2021 at a salary of \$41,710.50 with a 90-day probationary period. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**j. Probationary Period Ending for Nancy Lopez, WIC Clinic Assistant (PT2), Retroactive to November 7, 2021**

Dr. Johns moved and Mr. Wyatt seconded a motion to approve the probationary period ending for Nancy Lopez, WIC Clinic Assistant (PT2), retroactive to November 7, 2021 with a pay raise of \$0.37 per hour and a new hourly rate of \$16.83. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**k. Probationary Period Ending for Megan Phillips, WIC Peer Helper (PT1), Retroactive to November 7, 2021**

Dr. Johns moved and Mr. Wyatt seconded a motion to approve the probationary period ending for Megan Phillips, WIC Peer Helper (PT1), retroactive to November 7, 2021 with a pay raise of \$0.33 per hour and a new hourly rate of \$14.82. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**l. Probationary Period Ending for Joshua Fontes, Recycling Center Manager (R3), Retroactive to October 31, 2021**

Dr. Johns moved and Mr. Wyatt seconded a motion to approve the probationary period ending for Joshua Fontes, Recycling Center Manager (R3), retroactive to October 31, 2021 with a pay raise of \$799.00 per year and a new annual salary of \$36,179.00. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**m. Probationary Period Ending for Bethany Perkowski, Staff Sanitarian II (PT5), Retroactive to October 31, 2021**

Dr. Johns moved and Mr. Wyatt seconded a motion to approve the probationary period ending for Bethany Perkowski, Staff Sanitarian II (PT5), retroactive to October 31, 2021 with a pay raise of \$0.51 per hour and a new hourly rate of \$23.22. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**n. Unpaid Leave of Absence for Christina Berardinelli, Staff Sanitarian I (R4), for up to 12 Weeks**

Dr. Lakritz moved and Dr. Hickman seconded a motion to approve an unpaid leave of absence for Christina Berardinelli, Staff Sanitarian I (R4), for up to 12 weeks. A roll call to vote was taken:

Dr. Hickman – Yes      Mr. Wyatt – Yes

Dr. Lakritz – Yes      Dr. Johns – Yes

Motion carried unanimously.

**Approve Recommendations of the Hearing Officer for November 22, 2021**

Mr. Wyatt moved and Dr. Johns seconded a motion to approve the recommendations of the Hearing Officer for November 22, 2021. A roll call to vote was taken:

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Dr. Hickman – Yes    Mr. Wyatt – Yes

Dr. Lakritz – Yes    Dr. Johns – Yes

Motion carried unanimously.

**Approve Early Payment of Invoices for December 2021 and January 2022**

Dr. Hickman moved and Dr. Johns seconded a motion to approve the early payment of invoices for December 2021 and January 2022. A roll call to vote was taken:

Dr. Hickman – Yes    Mr. Wyatt – Yes

Dr. Lakritz – Yes    Dr. Johns – Yes

Motion carried unanimously.

**Discuss 2022 Proposed Budget**

The Board discussed the 2022 proposed budget. No vote was made.

**Approve Purchases/Services of the following items that are equal to or greater than \$5,000.00 (per resolution 2016-04) Retroactively:**

**a. Labor and Material for an Electrical Installation at the APC Marietta Site from Hilscher-Clarke Electric Company for an Amount not to Exceed \$6,000.00 (from APC Funds)**

Dr. Johns moved and Dr. Hickman seconded a motion to approve the purchases/services of the above item. A roll call to vote was taken:

Dr. Hickman – Yes    Mr. Wyatt – Yes

Dr. Lakritz – Yes    Dr. Johns – Yes

Motion carried unanimously.

**Approve Agreement from the Stark County Combined Health District to Receive up to \$230,000.00 for a FY22 Public Health Workforce Grant for a Period of September 1, 2021 through June 30, 2023**

Dr. Lakritz moved and Dr. Hickman seconded a motion to approve an agreement from the Stark County Combined Health District to receive up to \$230,000.00 for a FY22 Public Health Workforce Grant for a period of September 1, 2021 through June 30, 2023. A roll call to vote was taken:

Dr. Hickman – Yes    Mr. Wyatt – Yes

Dr. Lakritz – Yes    Dr. Johns – Yes

Motion carried unanimously.

**Approve Partnership Agreement for Integrated Naloxone Access and Infrastructure Grant to Distribute Naloxone Under CCPH's Protocol, Effective November 3, 2021 with Annual Renewal Periods that will Automatically Renew Every Year with The Jesus Spot**

Dr. Johns moved and Mr. Wyatt seconded a motion to approve a partnership agreement for Integrated Naloxone Access and Infrastructure Grant to distribute Naloxone under CCPH's protocol, effective November 3, 2021 with annual renewal periods that will automatically renew every year with The Jesus Spot.

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Dr. Johns moved and Mr. Wyatt seconded a motion to amend the previous motion to also include agenda item 13; item 13 is a motion to approve FY23 Integrated Naloxone Access and Infrastructure Grant with The Jesus Spot in the amount of \$1,000.00 for the period of November 3, 2021 to September 30, 2022 to distribute Naloxone kits. A roll call to vote was taken:

Dr. Hickman – Yes    Mr. Wyatt – Yes

Dr. Lakritz – Yes    Dr. Johns – Yes

Motion carried unanimously.

For the approval of agenda items 12 and 13, a roll call to vote was taken:

Dr. Hickman – Yes    Mr. Wyatt – Yes

Dr. Lakritz – Yes    Dr. Johns – Yes

Motion carried unanimously.

**Approve an Agreement with Asian Services in Action, Inc. for them to Provide Translation of Documents from English to Spanish at a Cost not to Exceed \$246.10**

Dr. Lakritz moved and Mr. Wyatt seconded a motion to approve an agreement with Asian Services in Action, Inc. for them to provide translation of documents from English to Spanish at a cost not to exceed \$246.10. A roll call to vote was taken:

Dr. Hickman – Yes    Mr. Wyatt – Yes

Dr. Lakritz – Yes    Dr. Johns – Yes

Motion carried unanimously.

**Approve agreements with CareSource, Buckeye Health Plan, Paramount Advantage, UnitedHealthcare Community Plan of Ohio, Inc. and Molina Healthcare of Ohio to receive payments for the total amount of \$407,500.00 (combined for all 5 agreements) for the purpose of the implementation of the enhanced maternal health program targeting the reduction of infant mortality in Stark County [Department of Medicaid enhanced infant mortality funding] for the period of January 1, 2022 through June 30, 2022, Paid into Fund 2314, THRIVE Program**

Dr. Johns moved and Dr. Hickman seconded a motion to approve agreements with CareSource, Buckeye Health Plan, Paramount Advantage, UnitedHealthcare Community Plan of Ohio, Inc. and Molina Healthcare of Ohio to receive payments for the total amount of \$407,500.00 (combined for all 5 agreements) for the purpose of the implementation of the enhanced maternal health programs targeting the reduction of infant mortality in Stark County [Department of Medicaid enhanced infant mortality funding] for the period of January 1, 2022 through June 30, 2022, paid into Fund 2314, THRIVE program. A roll call to vote was taken:

Dr. Hickman – Yes    Mr. Wyatt – Yes

Dr. Lakritz – Yes    Dr. Johns – Yes

Motion carried unanimously.

**Acceptance of Division Reports**

- a. Nursing/WIC** – Holding pediatric COVID vaccination clinics for children aged 5-11 on Wednesdays from 3:00pm to 6:00pm; roughly 90 vaccinations performed at each clinic. Adult clinics are being held every Thursday from 9:00am to 2:00pm; majority of vaccinations are now booster doses.
- b. Laboratory** – Nothing additional.
- c. Environmental Health** – Nothing additional.
- d. OPHII/Surveillance** – Nothing additional.
- e. Vital Statistics** – Nothing additional.
- f. Health Commissioner** – Today is National Public Health Thank You Day. Commissioner Adams thanked all Canton City Public Health staff for their extraordinary work.

A public meeting to discuss Republic Steel was held on November 16; meeting was well attended. From the meeting: A second monitoring site will be placed closer to residents in close proximity to the plant; the Ohio Department of Health will be doing a public health consultation; an adult blood lead screening will be conducted on December 8<sup>th</sup>.

Mr. Wyatt moved and Dr. Hickman seconded a motion to accept the division reports. A roll call to vote was taken:

Dr. Hickman – Yes    Mr. Wyatt – Yes

Dr. Lakritz – Yes    Dr. Johns – Yes

Motion carried unanimously.

**Announcement of Next Meeting: Wednesday, December 15, 2021 at 12:00 PM**

The next regular meeting of the Board of Health of Canton City Public Health was originally scheduled for Monday, December 29, 2021 at 12:00 PM. Due to schedule conflicts, the Board discussed changing the meeting date.

Dr. Hickman moved and Mr. Wyatt seconded a motion to reschedule the next meeting to Wednesday, December 15, 2021. Motion carried unanimously.

**Adjourn**

Mr. Wyatt moved and Dr. Hickman seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 1:06 PM.

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President of the Board of Health

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Secretary to the Board of Health

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Date of Approval

**CANTON  
CITY PUBLIC  
HEALTH**

James M. Adams, RS, MPH  
Health Commissioner

**BOARD of HEALTH  
MEMBERS**

Mayor Thomas Bernabei  
Dr. Stephen Hickman  
Dr. James Johns  
Dr. Amy Lakritz  
Cleo Lucas  
Patrick Wyatt

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**Public Health**  
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# 2022 Board of Health Meetings

All meetings are held at 12:00pm

2022

**January**

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**February**

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**March**

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**April**

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**May**

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**June**

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**July**

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**August**

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**September**

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**October**

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**November**

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**December**

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**Public Health**  
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Canton City Public Health

**Board of Health Meeting**  
Wednesday, December 15, 2021 @ 12:00pm – Board Room  
**Resolutions for Approval**

- a. 2021-10: Amending Section 251.02 of the Canton City Health Code: License Fees
- b. 2021-11: Amending Section 207.10 of the Canton City Health Code: Hours worked; compensatory time; overtime pay
- c. 2021-12: Approving Wage and Salary Cost of Living Adjustments, Essential Worker Bonus, and COVID-19 Vaccination Bonus

**Resolution 2021-10**

*A resolution by the Board of Health of the Canton City Health Department, State of Ohio amending section 251.02 of the Canton City Health Code to amend a schedule of fees for food protection licenses and to declare the same to be an emergency.*

**WHEREAS** section 3717.25 (Retail Food Establishments) and section 3717.45 (Food Service Operations) of the Ohio Revised Code authorizes the local public health department to establish license fees for retail food establishments, food serviced operations, temporary license fees, mobile food license fees, vending food license fees, plan review fees and other program expenses;

**WHEREAS** Canton City Public Health has conducted the necessary program review of food protection program costs pursuant to the rules adopted under section 3717.07 of the Ohio Revised Code;

**WHEREAS** new license fees must be in effect prior to January 1, 2022 to properly issues licenses for the 2022 license period; these fees are necessary for the proper administration of the food protection program and the food protection program is essential for the protection of public health and safety.

**NOW THEREFORE BE IT RESOLVED** that section 251.02 of the Canton City Health Code be amended to read as follows:

**251.02 LICENSE FEES**

(A) The license fee for a food service operation or a retail food establishment as described in chapter 3717 of the Ohio Revised Code shall be charged as follows, plus any additional fee as required by chapter 3717 of the Ohio Revised Code:

<b>License Category</b>	<b>License Fee</b>
Food Service Operation/Retail Food Establishment Commercial Operation with floor area from 0 to 24,999sq. ft.	
Risk Level 1	\$300.00
Risk Level 2	\$350.00
Risk Level 3	\$675.00
Risk Level 4	\$875.00
Food Service Operation/Retail Food Establishment Commercial Operation with floor area equal to or greater than 25,000sq. ft.	
Risk Level 1	\$450.00
Risk Level 2	\$475.00
Risk Level 3	\$1,210.00
Risk Level 4	\$1,650.00

(B) The license fee for a noncommercial food service or a noncommercial retail food establishment as described in chapter 3717 of the Ohio Revised Code shall be 50% of the commercial fee specified

in section 251.02(A) of the Canton City Health Code, plus any additional fee as required by chapter 3717 of the Ohio Revised Code.

(C) The license fee for a vending food service operation as described in chapter 3717 of the Ohio Revised Code shall be ~~\$25.00~~\$20.00, plus any additional fee as required by chapter 3717 of the Ohio Revised Code.

(D) The license fee for a mobile food service operation or a mobile retail food establishment as described in chapter 3717 of the Ohio Revised Code shall be ~~\$120.00~~\$80.00, plus any additional fee as required by chapter 3717 of the Ohio Revised Code.

(E) The license fee for a temporary food service operation or a temporary retail food establishment as described in chapter 3717 of the Ohio Revised Code shall be ~~\$47.00~~75.00 for each ~~day of operation at one~~ location for a single event as required by law, plus any additional fee as required by chapter 3717 of the Ohio Revised Code.

(F) Pursuant to Section 3717.25 of the Ohio Revised Code, the fee for a plan review of a new or existing commercial risk-based operation shall be ~~ninety (90%) percent of the risk level licensing fee assigned to the operation (\$250.00)~~. The plan review fee for a non-commercial risk-based operation shall be ~~fifty percent (50%) of the commercial risk based plan review fee (\$125.00)~~. The plan review fee shall be paid at the time of plan submission and is non-refundable.

**BE IT FURTHER RESOLVED** that this resolution is declared an emergency and will become effective on January 1, 2022.

**ADOPTED** by the Board of Health of the Canton City Health District this **15<sup>th</sup>** day of **December, 2021**.

**APPROVED:**

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President  
Canton City Board of Health

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Secretary  
Canton City Board of Health

## REFERENCES:

RFE Fees:

[Section 3717.25 - Ohio Revised Code | Ohio Laws](#)

FSO Fees

[Section 3717.45 - Ohio Revised Code | Ohio Laws](#)

Section 3717.25 | Fees.

***Effective:***

*October 16, 2009*

***Latest Legislation:***

*House Bill 1 - 128th General Assembly*

***PDF:***

[\*Download Authenticated PDF\*](#)

(A) A licensor may charge fees for issuing and renewing retail food establishment licenses. Any licensing fee charged shall be used solely for the administration and enforcement of the provisions of this chapter and the rules adopted under it applicable to retail food establishments.

Any licensing fee charged under this section shall be based on the licensor's costs of regulating retail food establishments, as determined according to the uniform methodologies established under section [3717.07](#) of the Revised Code. If the licensor is a board of health, a fee may be disapproved by the district advisory council in the case of a general health district or the legislative authority of the city in the case of a city health district. A disapproved fee shall not be charged by the board of health.

**Except when a licensing fee is established as an emergency measure**, the licensor shall hold a public hearing regarding the proposed fee. At least twenty days prior to holding a public hearing, the licensor shall give written notice of the hearing to each person or government entity holding a retail food establishment license that may be affected by the proposed fee. The notice shall be mailed to the last known address of the licensee and shall specify the date, time, and place of the hearing and the amount of the proposed fee. On request, the licensor shall provide the completed uniform methodology used in the calculation of the licensor's costs and the proposed fee.

(B) In addition to licensing fees, a licensor may charge fees for any of the following:

- (1) Review of facility layout and equipment specifications pertaining to retail food establishments, other than mobile and temporary retail food establishments;
- (2) Any necessary collection and bacteriological examination of samples from retail food establishments or similar services specified in rules adopted under this chapter by the director of agriculture;
- (3) Attendance at a course of study offered by the licensor in food protection as it pertains to retail food establishments, if the course is approved under section [3717.09](#) of the Revised Code.

**Resolution 2021-11**

*A resolution by the Board of Health of the Canton City Health Department, State of Ohio amending section 207.10 of the Canton City Health Code to amend hours worked and overtime compensation for designated holidays.*

**WHEREAS** the Canton City Board of Health has established a schedule of paid holidays for full time staff employed at Canton City Public Health,

**WHEREAS** the schedule of holidays contains some, but not all, federally designated holidays as well as non-federally designated holidays,

**WHEREAS** the Board of Health wishes to clarify its policy regarding compensation for employees required to work on a scheduled holiday.

**BE IT RESOLVED THAT** section 207.10 (c)(4) of the Canton City Health Code (Hours Worked, Compensatory Time, Overtime Pay) be amended as follows:

207.10 (C)(4) When any employee is scheduled to work on a ~~federally~~-designated holiday, as defined in section 207.19 of the Canton City Health Code, they shall receive overtime compensation or compensatory time at a rate of two hours for every hour worked over their normally assigned work shift

**BE IT FURTHER RESOLVED** that this resolution necessary for the general operation of the health department becomes effective January 1, 2022.

**ADOPTED** by the Board of Health of the Canton City Health District this **15<sup>th</sup>** day of **December, 2021**.

**APPROVED:**

\_\_\_\_\_  
President  
Canton City Board of Health

\_\_\_\_\_  
Secretary  
Canton City Board of Health

NOTES:

1. Removes the reference for “federally” from section 207.10 of the health code as recommended by the law department for consistency and clarity.
2. Holiday schedule remains unaltered.
3. In reference to federally designated holidays, there is no requirement to establish a paid holiday for a federally designated holiday. For example, Columbus Day or Juneteenth is not included on our holiday schedule. This is consistent with current City of Canton work rules.
4. 207.19 Holidays
  - (a) The official paid holidays of the Health Department are as follows:
    - (1) New Year’s Day (January 1st)
    - (2) Martin Luther King Junior’s Birthday (3rd Monday in January)
    - (3) President’s Day (3rd Monday in February)
    - (4) Good Friday
    - (5) Memorial Day (Last Monday in May)
    - (6) Independence Day (July 4th)
    - (7) Labor Day (1st Monday in September)
    - (9) Thanksgiving Day (4th Thursday in November)
    - (10) Day after Thanksgiving (4th Friday in November)
    - (11) Christmas Day (December 25)
    - (12) Personal Holiday

## Resolution 2021-12

**NOTE that this is draft language. A final copy will be provided at the board meeting once the resolution has been reviewed by the law department.**

*A resolution by the Board of Health of the Canton City Health District approving wage and salary cost of living adjustments, essential worker bonus, and COVID-19 vaccination bonus for Board of Health Employees.*

**WHEREAS** the Board of Health desires to fairly compensate all employees for their work; and

**WHEREAS** the Board of Health is committed to implementing a revised compensation plan for Canton City Board of Health employees by January 1, 2023; and

**WHEREAS** the Board of Health recognizes this as a cost-of-living adjustment that is available to all employees; and

**WHEREAS** employees at Canton City Public Health have been working diligently throughout the current pandemic to serve the Canton community by preventing the spread of disease, promoting health, and protecting the community from harm; and

**WHEREAS** the service provided by employees at Canton City Public Health are **essential** to the continued health, safety, and welfare of the community; and

**WHEREAS** vaccination against the virus that causes COVID-19 is a key strategy for response to the current pandemic.

### **NOW THEREFORE BE IT RESOLVED**

- 1) Canton City Public Health employees shall receive a cost-of-living increase of three percent (3%) based on their rate of pay as of December 31, 2021, with the following exception:
  - a) Employees in their probationary period as a new hire on December 31, 2021 will not receive a pay increase until the end of their probationary period. At the end of their probationary period, they will receive the scheduled increase approved by the Board at the time of hire.
- 2) Increase the minimum and maximum rate of pay for each pay classification by three percent (3%).
- 3) All Canton City Public Health employees, except for those in their probationary period as a new hire on December 31, 2021, shall receive a one-time lump sum payment of \$1,000.00, subject to all applicable withholdings, as an essential worker bonus for performance of duties during the Covid-19 pandemic. The bonus shall be payable in 2022.
- 4) All Canton City Public Health employees shall receive a one-time lump sum payment of \$500, subject to all applicable withholdings, if they are fully vaccinated against Covid-19 and present proof of vaccination (vaccination card) to City of Canton Human Resources. To be eligible for the bonus, the employee must be fully vaccinated pursuant to current Centers for Disease Control guidelines by February 28, 2022. The bonus shall be payable in 2022.
- 5) The Health Commissioner is authorized to correct any ministerial or de-minimis errors that do not substantially alter the intended results or the numerical total sums of this resolution during or after the pendency or passage of this ordinance. Any changes will be reported to the Board of Health.
- 6) That this resolution is necessary for the general operation of the health district and that it becomes effective January 1, 2022.

**ADOPTED** by the Board of Health of the Canton City Health District this **DRAFT** of **DRAFT, DRAFT**.

**APPROVED**

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President  
Canton City Board of Health

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Secretary  
Canton City Board of Health

NOTES:

1. The recommended pay increase is 3%. This is consistent with the increase authorized for city of Canton employees covered under collective bargaining and for those not under collective bargaining agreements. It is understood that this is a cost-of-living adjustment and is available to all employees except for those that are recent new hires. The resolution also adjusts the starting salary for all grades in the health department by 3%. Recall that we are working on a revision of the department's compensation plan and pay schedule. This is anticipated to be completed by July 1, 2022.
2. An essential worker bonus of \$1,000 is authorized for all employees except for recent new hires. This is consistent with other city of Canton employees.
3. A COVID-19 vaccination bonus of \$500 is authorized for all current employees of the health department. This is consistent with other city of Canton employees.

Jim Adams



**Public Health**  
Prevent. Promote. Protect.

Canton City Public Health

**Board of Health Meeting**  
Wednesday, December 15, 2021 @ 12:00pm – Board Room  
**Division Reports**

- a. Nursing /WIC – Written report
- b. Laboratory – Written report
- c. OPHI/Surveillance – CCPH Vaccination Clinic Impact Report
- d. Vital Statistics – Written report
- e. Health Commissioner – Written report

# Canton City Public Health

December 2021 Report (Meeting 12/15/21)

**NURSING DIVISION**

Jon Elias, M.D.  
Medical Director

Diane Thompson, R.N., M.S.N., DON  
Nursing Division

## CLINIC SERVICES

	# of Clinics	# Attending	YTD
Immunization Clinic	5	28	209
Tuberculosis (TB) Mantoux	9	18	57
Travel	1	0	0
S.T.I.	9	43	289
C.T.R. Clinic	0	0	0
C.T.R. – # Qualified & Tested		0	0
C.T.R. – Appointments		2	24
Field/Outreach Testing		1	4
SWAP	4	316	2,669
SWAP Testing		2	17
SWAP Vaccination Clinic	0	0	0
Hepatitis A Outbreak Clinic	0	0	0
COVID-19 Clinics		635	19,510

## DENTAL SEALANT PROGRAM

	Students Screened	YTD Screened	Students Sealed	YTD Sealed
Dental Sealants	177	1,513	154	1,157

## HIV TESTING

	Month	YTD	HIV+ Month	HIV+ YTD	Discordant	Discordant YTD
Tests Performed	9	80	0	3	0	0
Results Given	9	80	0	3	0	0

## HIV INFECTION

	HIV (900) Month	AIDS (950) Month	HIV (900) YTD	AIDS (950) YTD
Canton City	1	0	6	0
Stark County*	1	0	8	0

\* excludes Canton City Residents

**HIV Infection includes all persons infected with HIV and/or symptomatic of HIV related disease. AIDS reports include only those who meet the CDC AIDS definition.**

**SPECIAL PROGRAMS**

	SESSIONS/VISITS/ CONTACTS		# ATTENDING	
	Month	YTD	Month	YTD
Nursing School Students/Physician Affiliations			0	0
STD/HIV Programs (Quest) – Goal 8 programs per year				
Communicable Disease Programs	0	0	0	0
Health Promotions / Fairs (Goodwill Parenting talks)	0	0	0	0
Get Vaccinated (GV) Ohio Grant – Maximizing Office Based Immunization Programs (MOBI) & Teen Immunization Education Sessions (TIES) – Goal of 31 per grant year July 1 <sup>st</sup> – June 30 <sup>th</sup>	0	4		
Get Vaccinated (GV) Ohio Grant – Immunization Quality Improvement for Providers (IQIP) – Goal of 10 per grant year July 1 <sup>st</sup> – June 30 <sup>th</sup>	0	3		
DIS Interviews and/or Visits	12	129		
Linkage to Care visits	0	0		
PAPI (Prevention Assistance Program Interventions) referrals	5	42		
PAPI (Prevention Assistance Program Interventions) enrollment	1	8		
Bureau for Children with Medical Handicaps (BCMh) and PHN Consultative Service Home Visits/Contacts [Goal – 90% of caseload will be contacted annually July 1 <sup>st</sup> - June 30 <sup>th</sup> ]	3	22		

**WIC Division  
Monthly Caseload Report**

**Assigned Caseload for Canton WIC FY21: 2,087**

**Assigned Stark Project Caseload FY21: 5,431**

<b>4<sup>th</sup> Quarter WIC Fiscal Year 2021</b>		
<i>July 2021 – September 2021</i>		
	<b>Canton City</b>	<b>Total for Stark Project</b>
July 2021	1,786	4,722
August 2021	1,745	4,660
September 2021	1,778	4,661

**Assigned Caseload for Canton WIC FY22: 1,967**

**Assigned Stark Project Caseload FY21: 5,098**

<b>WIC Fiscal Year 2021</b>		
<i>October 2021 – September 2022</i>		
	<b>Canton City</b>	<b>Total for Stark Project</b>
October 2021	1,732	4,532
November 2021	1,661	4,394

# Canton City Public Health

December 2021 Report (Meeting 12/15/2021)

WIC DIVISION

*This WIC Division report includes information sent by the WIC Director, Laura Roach, to all Stark County WIC clinic supervisors on December 3, 2021:*

There continues to be many questions and concerns regarding Ohio WIC caseload data, throughout Stark County and the State. One of the most notable concerns is that the State WIC Caseload reports only include those clients/program participants that have WIC benefits loaded onto their cards for the current month.

WIC staff are providing nutrition & breastfeeding education, along with health and social service referrals, to many more individuals than those accounted for in these reports.

In November, all WIC supervisors in the Stark Project discussed these concerns along with others which focus on WIC Certification System problems and how they affect our customer service (slow card loads, card reader errors, etc.).

There are numerous WIC system issues that need addressed at the State level for improvement in these areas.

Each month, I've still been included a comparison between current caseload and a local goal we tracked in FY20 and FY21 (below) in monthly emails. This goal will be revised after more discussion during the January WIC Supervisor conference call.

At this time, the USDA WIC Waivers extend thru April 2022. All local clinics have been told by many families we serve that WIC appointments are preferred as they are being completing now, with the majority of requirements done over the phone prior to coming in the office for food/formula benefits to be loaded onto their WIC cards; the waivers have been especially helpful since parents/caregivers have the option of sending in an alternative adult if they are in quarantine or isolation themselves. Local staff agree with these opinions, and many have concerns about how long full appointments in office will take with the required forms and procedure changes put in place (just prior to the pandemic) on top of all the system issues.

We will be developing a local survey so we can collect some data on this from our participants, and possibly staff as well. Stay tuned for more details.

*Where we go from here:* We receive Statewide caseload data each month and I will be comparing Stark County to others in our Region and throughout the State; I will include this information in next month's email. Stark County has had a higher percentage (in regards to the number we serve compared to our caseload assignment) than many other Local Projects and I believe this is due to staff's continual efforts in reschedule missed appointments and WIC outreach activities. We will be looking at other data points to see if a shift in focus can result in better participant retention.

Below is data related to a local goal (discussed for FY21) of maintaining service to at least 95% of our Project's caseload assignment: Project's assignment for FY21 (starting October 2020): 5,431

Project's assignment for FY22 (starting October 2021): 5,098

Maintaining service to at least 95% of our assignment in FY22: 4,843 or greater (In FY21, goal was 5,160 or greater; 95% in FY22 would be 4,843)

November caseload:	4,394	(86.2% of our FY22 caseload assignment)
October caseload:	4,532	(88.9% of our FY22 caseload assignment)
September caseload:	4,661	(85.8% of our caseload assignment)

Stark WIC Project staff are doing an excellent job in working through all the current program challenges. Keep up the great work everyone!

# Canton City Health Department

November 2021 (Meeting 12/15/2021)

**LABORATORY**

<b>Water</b>						
<b>Sample Type</b>	<b>Number of Tests</b>	<b>Positive Tests</b>	<b>YTD Samples Tested</b>	<b>YTD Samples Positive</b>	<b>Prior 3 Yrs, YTD Avg</b>	<b>Prior 3 Yrs, YTD Positive Avg</b>
Private	122	29	1494	317	1472	491
Public	37	7	430	10	432	33
Commercial	20	0	314	1	220	7
HPC	20	0	186	3	122	13
Other	3	0	113	6	17	1
Product Packaging	0	0	192	2	101	1
Beach Water	0	0	86	18	0	0

The "Other" water samples were sealed bottled water samples with visible contamination.

<b>Clinic</b>						
<b>Test Name</b>	<b>Number of Tests</b>	<b>Positive Tests</b>	<b>YTD Samples Tested</b>	<b>YTD Samples Positive</b>	<b>Prior 3 Yrs, YTD Avg</b>	<b>Prior 3 Yrs, YTD Positive Avg</b>
Gonorrhea-smear	14	2	81	23	150	15
N.G.U.	14	4	81	49	150	93
Gonorrhea-Gene amp.	57	4	376	79	552	29
Chlamydia-Gene amp.	57	6	376	80	552	49
Syphilis Serology Qualitative	38	4	238	63	497	37
Syphilis Serology Quantitative	4	4	29	28	37	37
Candida	13	3	72	21	189	30
Gardnerella	13	7	72	35	189	89
Trichomonas	13	1	72	20	189	25
Pregnancy-urine	0	0	8	0	18	1
HIV screen	9	0	82	12	277	7
HIV Confirmatory	0	0	0	0	7	6
Blood Lead	0	0	0	0	4	0
HCV Antibody screening	0	0	3	3	26	5

Proficiency testing for the wet prep was completed this month.

### Miscellaneous

<b>MISCELLANEOUS:</b>	<b>Number of Tests</b>	<b>Positive Tests</b>	<b>YTD Samples Tested</b>	<b>YTD Samples Positive</b>	<b>Prior 3 Yrs, YTD Avg</b>	<b>Prior 3 Yrs, YTD Positive Avg</b>
Pollen counts	0	0	136	123	137	135
Misc. (insects, etc.)	0	0	4	4	5	3

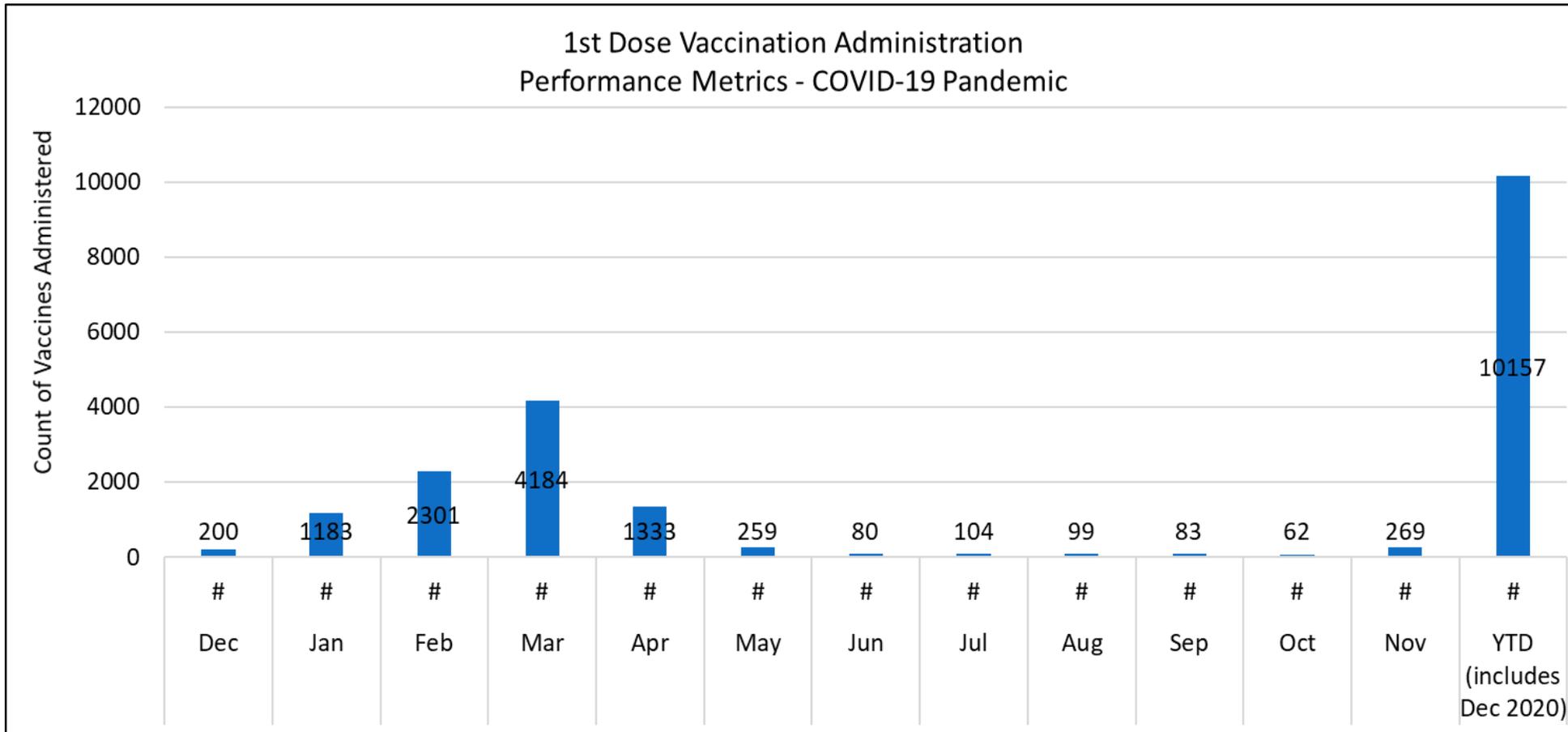
# Canton City Public Health COVID-19 Vaccination Clinic Impact Report – November 2021

Presented to CCPH Board of Health

December 15th, 2021



# Vaccination Administration Performance Metrics, November 2021

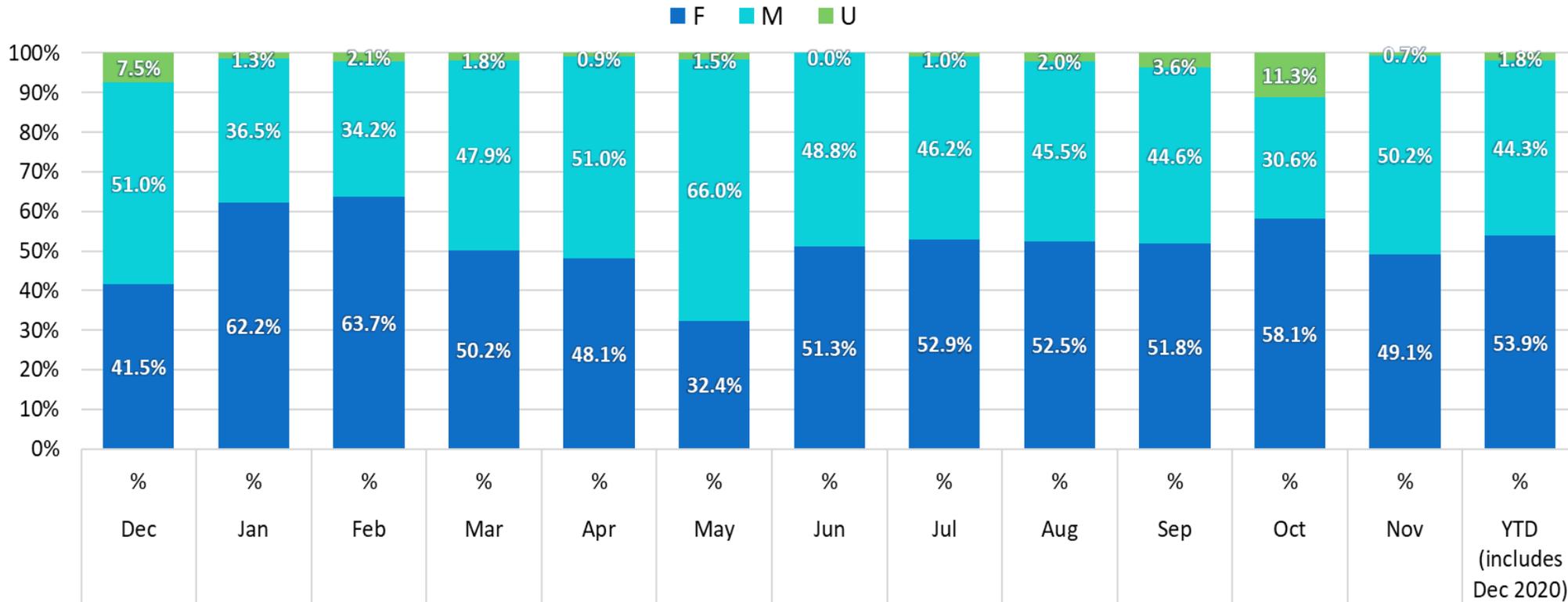


November:  
n= 269  
10,157 vaccinations  
(first dose counts only  
(Dec – Nov))  
Includes pediatric  
(ages 5-11) first doses



# Vaccination Administration Performance Metrics, November 2021

Percent of Vaccination Administered by CCPH  
by Sex

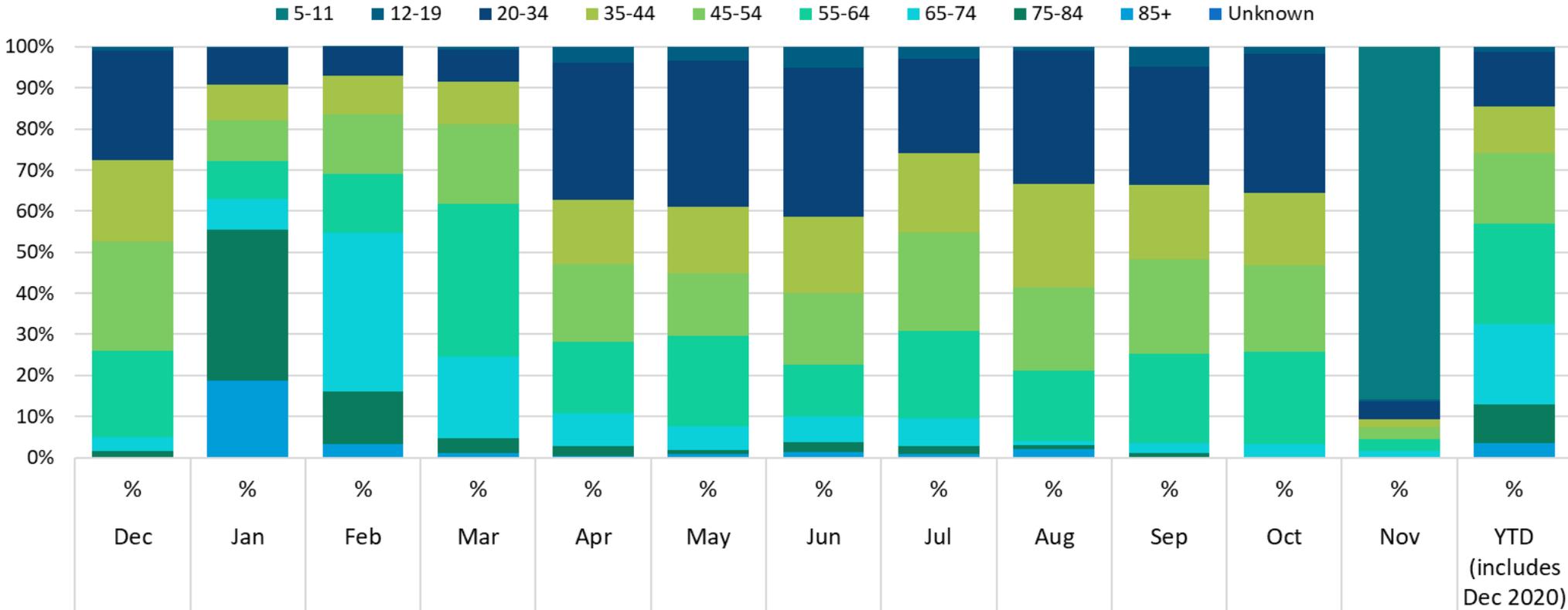


November:  
 Female: 133 (49.4%)  
 Male: 136 (50.6%)  
 Unknown: 0 (0.0%)



# Vaccination Administration Performance Metrics, November 2021

Percent of Vaccination Administered by CCPH by Age Group

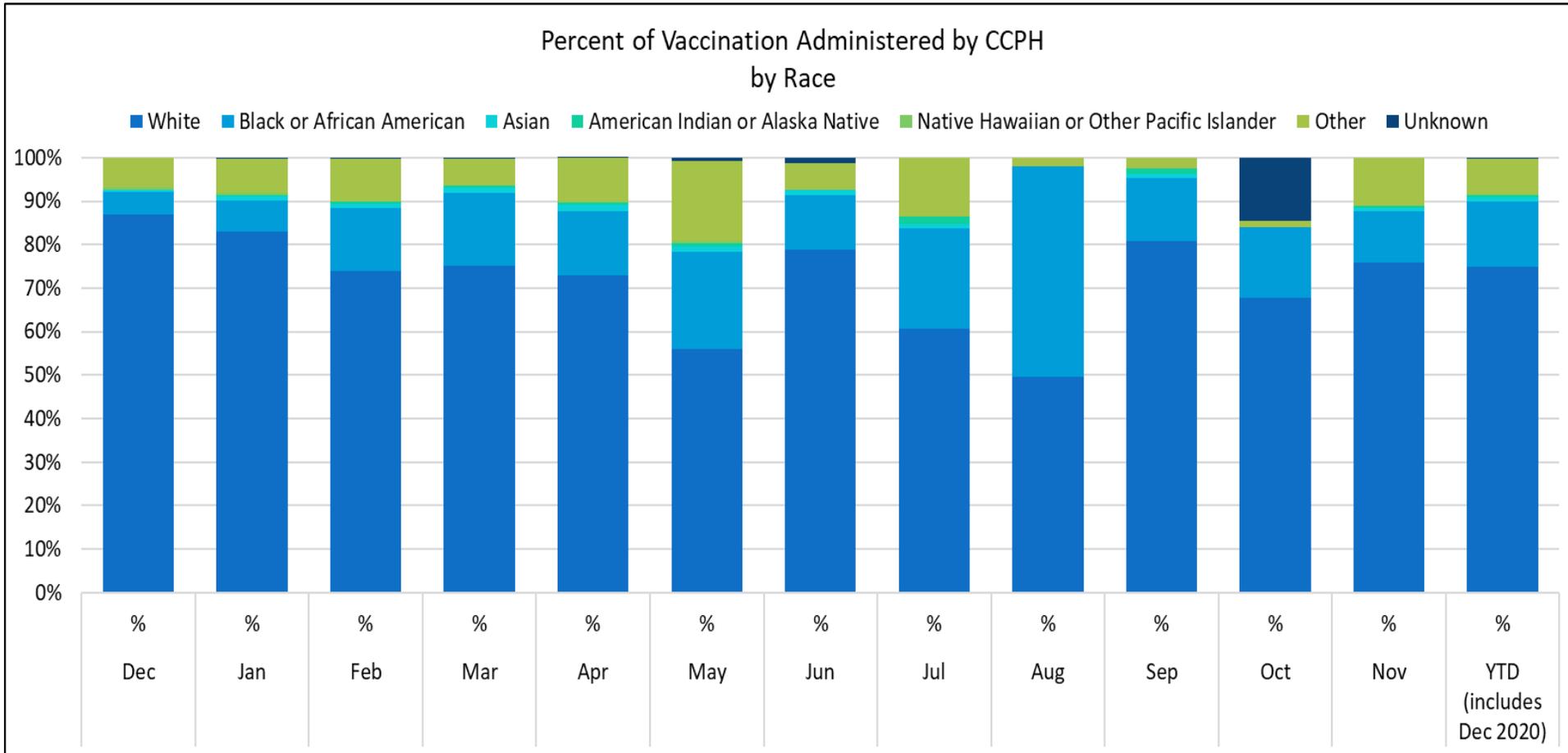


## November:

5-11	85.9%
12-19	0.4%
20-34	4.5%
35-44	1.9%
45-54	3.0%
55-64	1.5%
65-74	0.0%
75-84	0.0%
85+	0.0%



# Vaccination Administration Performance Metrics, November 2021

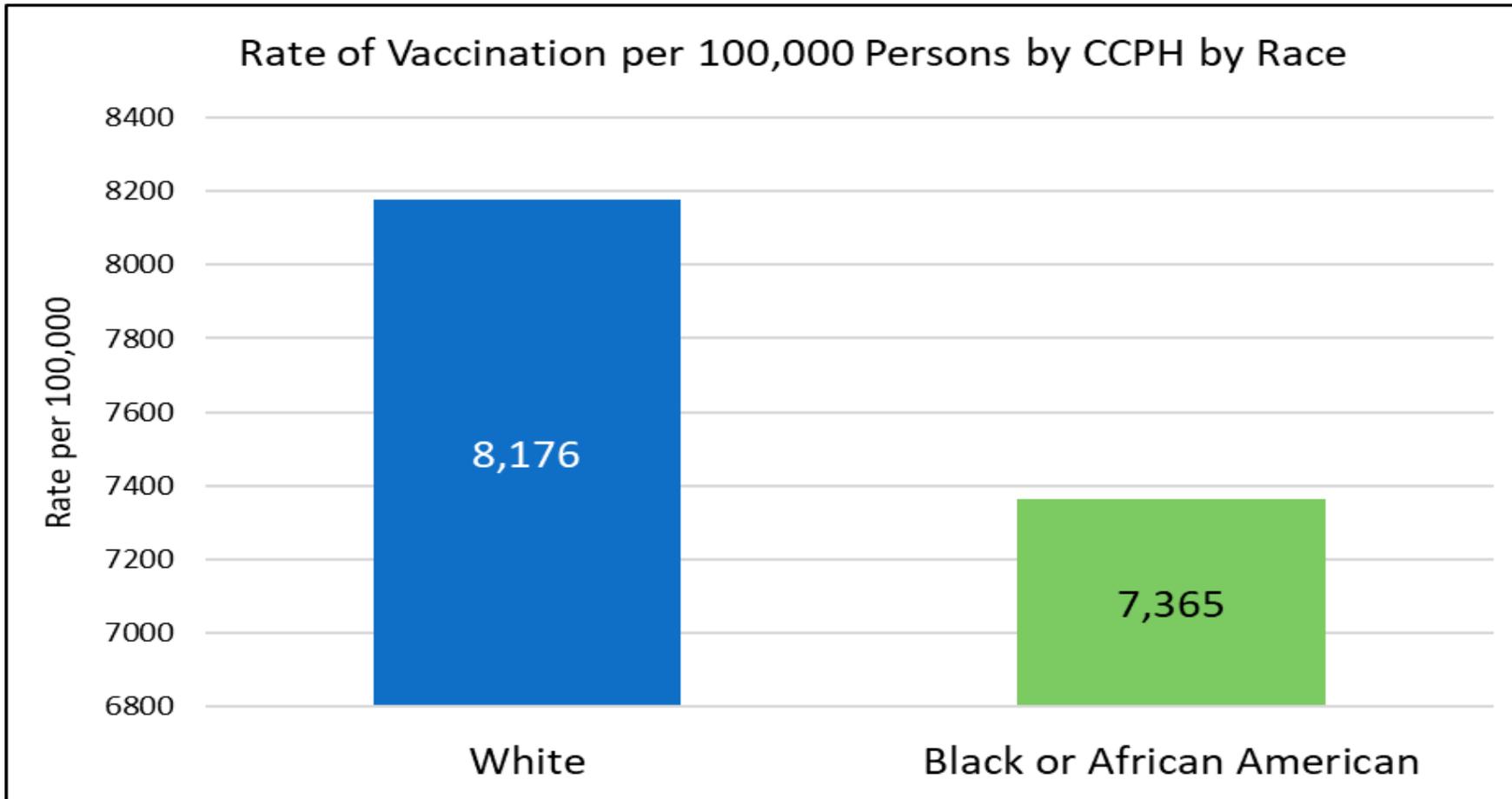


November:

White	75.8%
Black/AA	11.9%
American Indian or Alaska Native	0.4%
Asian	0.7%
Native Hawaiian or Other Pacific Islander	0.0%
Other	11.2%



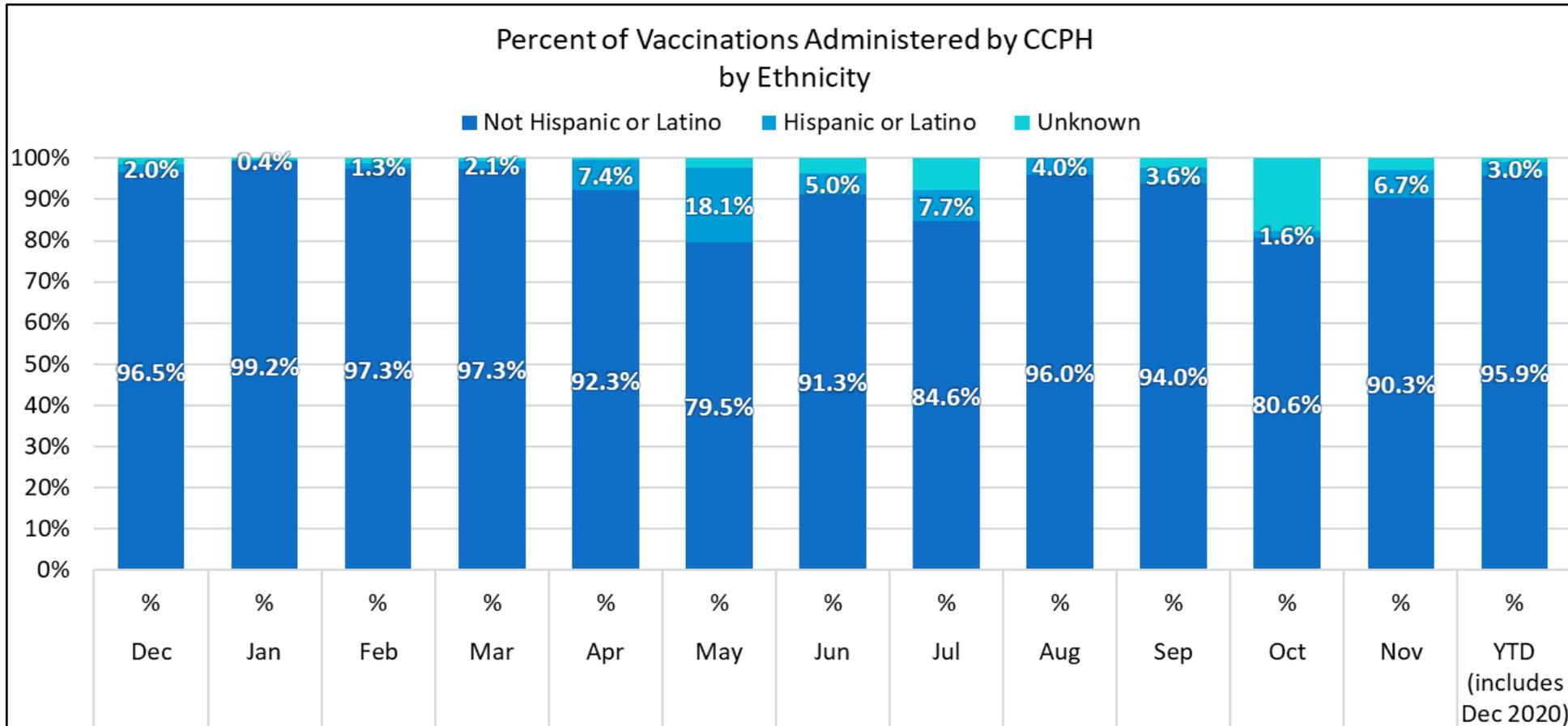
# Vaccination Administration Performance Metrics, YTD



November:  
Disparity Rate: 1:1



# Vaccination Administration Performance Metrics, November 2021

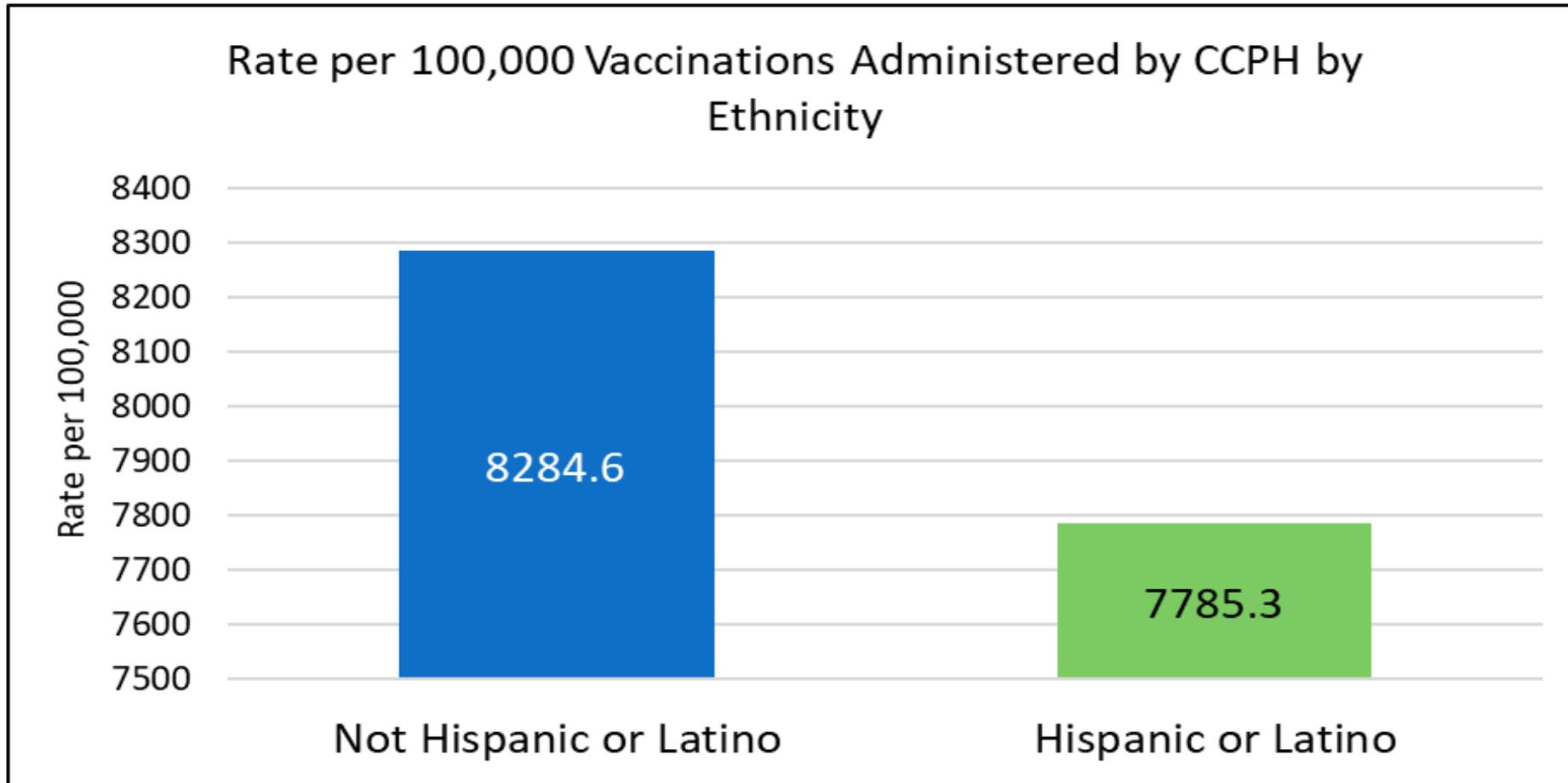


November:

Hispanic	6.7%
Non-Hispanic	90.3%
Unknown	3.0%



# Vaccination Administration Performance Metrics, YTD

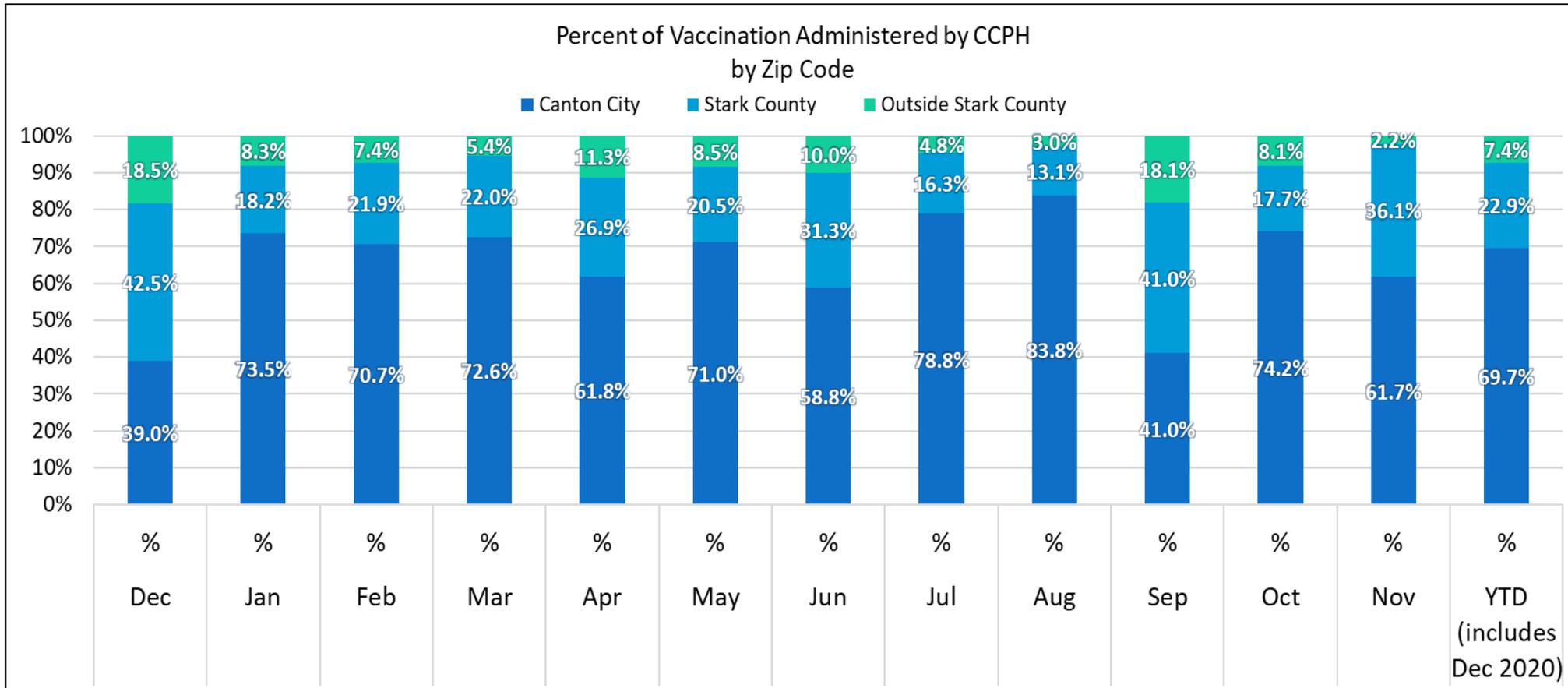


November:

Disparity Rate: 1:1



# Vaccination Administration Performance Metrics, November 2021

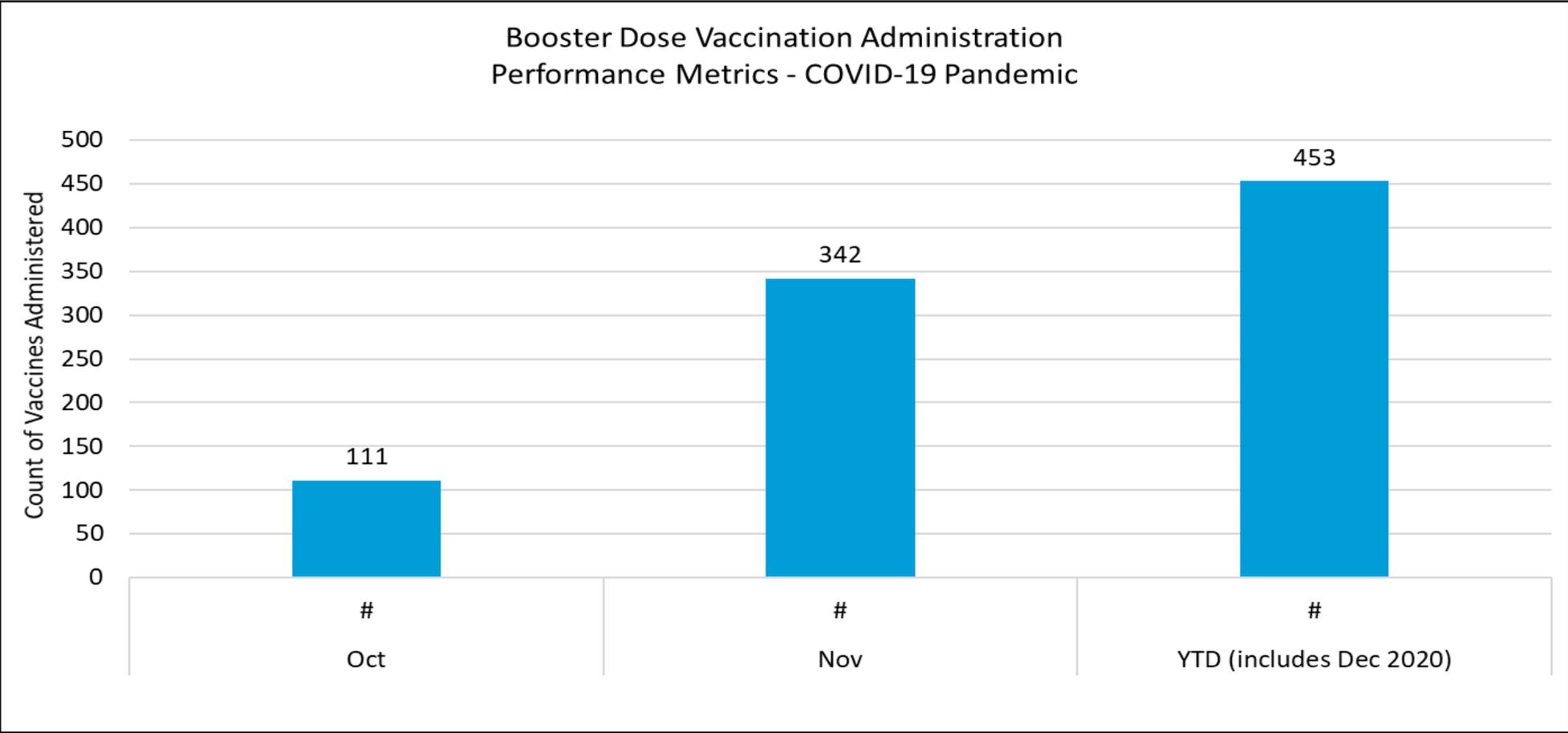


November:

Canton City: 61.7%  
 Stark County: 36.1%  
 Outside Stark County: 2.2%



# Vaccination Administration Performance Metrics, November 2021

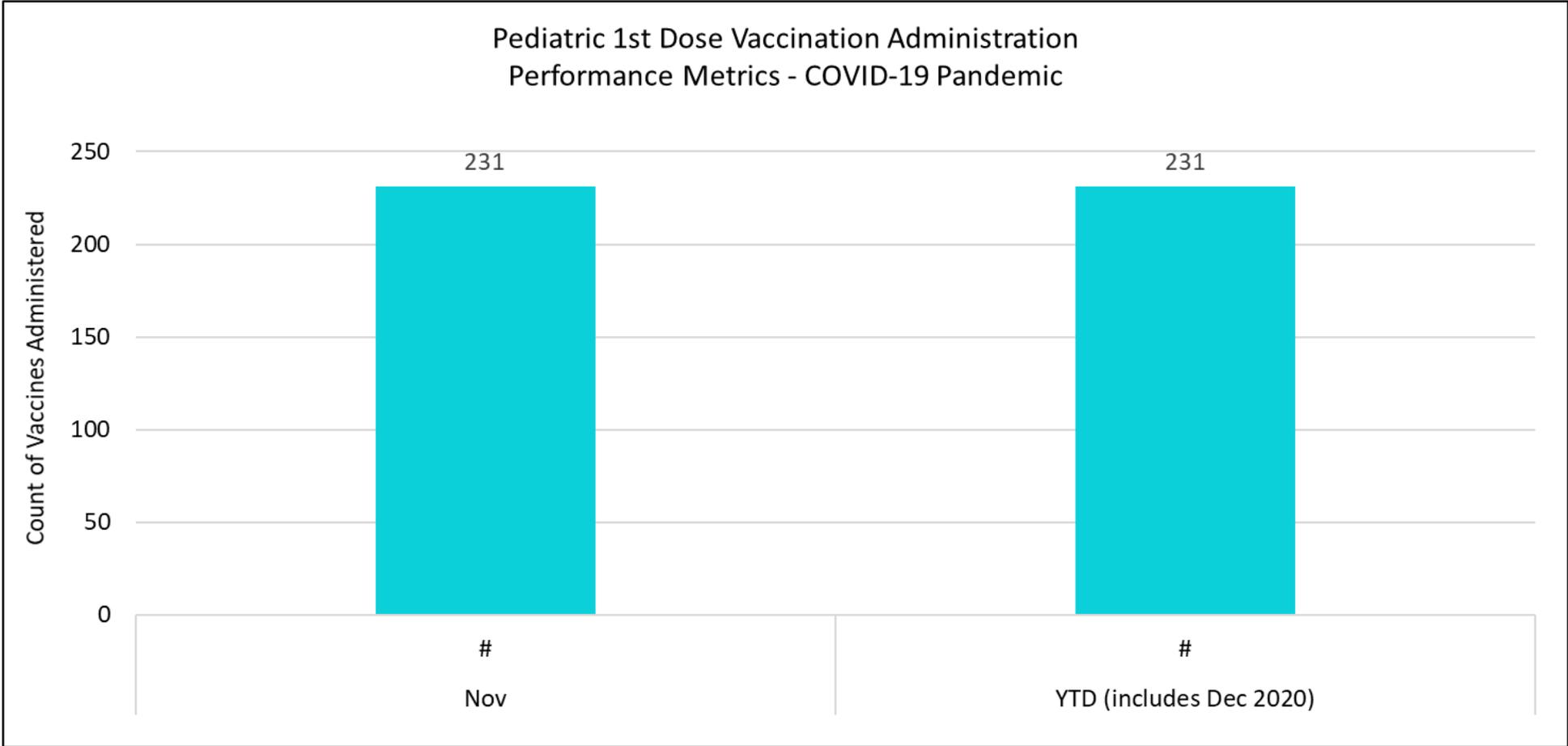


November:

n=342



# Vaccination Administration Performance Metrics, November 2021



November:

n=231



# Questions?

*~Data prepared by Lillian Boehm, CCPH Public Health Specialist.  
Reviewed by Amanda Archer, OPHII Director/Epidemiologist*



# Canton City Public Health

November Report 2021 (Meeting 12/15/21)

VITAL STATISTICS

Certificates Issued	NOV 2021	2021 YTD	2020 YTD
Death Certificates Issued	704	6,735	6,294
Birth Certificates Issued	1,153	7,909	9,108

*Births Total Residents & Nonresidents	NOV 2021	2021 YTD	2021 YTD
Births	323	3,543	
Unmarried Parent Births	168	1,793	51%
Births to Mothers aged 14 and under	-	2	0%
Births to Mothers aged 15 - 17	2	46	1%
Births to Mothers aged 18 - 19	16	156	4%
Births to Mothers aged 20 - 24	84	863	24%
Births to Mothers aged 25 - 29	96	1,130	32%
Births to Mothers aged 30 - 34	87	919	26%
Births to Mothers aged 35 - 39	30	360	10%
Births to Mothers aged 40 - 44	8	60	2%
Births to Mothers aged 45 and over	-	7	0%

Deaths in Canton City	NOV 2021	2021 YTD	YTD Male	YTD Female
Total	264	2,271	55%	45%
Deaths aged less than 1 day	2	12	42%	58%
Deaths aged less than 1 year	-	4	100%	25%
Deaths aged 1 - 3	-	4	75%	25%
Deaths aged 4 - 9	-	-	0%	0%
Deaths aged 10 - 19	-	6	83%	17%
Deaths aged 20 - 29	3	34	68%	32%
Deaths aged 30 - 39	7	56	66%	34%
Deaths aged 40 - 49	12	97	48%	52%
Deaths aged 50 - 59	25	267	64%	36%
Deaths aged 60 - 69	57	515	60%	40%
Deaths aged 70 - 79	79	588	57%	43%
Deaths aged 80 and over	79	681	46%	54%

Based on the number of births and deaths registered for the month of November 2021.

## **COVID Updates**

We continue our adult and pediatric vaccination clinics at the Malone University East Campus location. We are offering pediatric COVID vaccine (Pfizer) on Wednesday's from 3:00 PM until 6:30 PM. We are offering adult vaccines (any dose of Moderna) on Thursday's from 9:00 AM until 2:00 PM. We have scheduled first dose clinics through the end of January at which time we will evaluate our need to continue COVID vaccinations at this location.

As you will see on the COVID status report, we are experiencing the highest rates of new COVID-19 infections since the start of the pandemic. We continue our contact tracing efforts to the best of our ability. We target youth cases and outbreak reports. We do send isolation letters to adult cases reported to our department.

## **Republic Steel**

We completed an adult lead testing clinic on Wednesday, December 8, 2021 at the Coleman Community Center. We collected samples from 19 individuals at this event. We had contacted over 400 households as part of our clinic outreach. We anticipate receiving the sample reports in approximately two weeks. Participants will be notified of their test results by phone and by mail. We will offer appropriate follow up for any blood lead levels over the Ohio Department of Health recommended adult action level of 5 ug/dl.

## **Compensation Updates**

Your Board packet contains resolution 2021-12 that offers a cost-of-living adjustment of 3%, an essential worker cash bonus of \$1,000, and a COVID-19 vaccination incentive of \$500. Details of this proposal are contained in the resolution.

Per your request, I have been actively seeking other proposals for a consultant to complete our compensation plan update. I was able to interview one other consultant recommended to me for this work. After considering the work needed, the consultant declined to submit a proposal. After consideration of the proposal from Richardson Compensation Consulting, including the references that was provided, I have determined that this proposal is the best for this work and recommend approval of the contract. A copy of the proposal and references is included.

## **Final Thoughts**

I want to express my sincere gratitude for all our staff at Canton City Public Health for the work that they have done this past year. Their dedication, professionalism, compassion, and commitment are commendable. The Board should be very proud of all who work and support Canton City Public Health and its mission to prevent, promote, and protect.

Jim Adams  
Health Commissioner