

**BOARD OF HEALTH MEETING – Tuesday, May 12, 2015**

Health Department Conference Room, 3:30 p.m.

**MEMBERS PRESENT**

Mayor Kathy Catazaro-Perry  
Rob Church  
Jo-Ann Ryder  
Jeff Thornberry

**STAFF PRESENT**

Terri Argent  
Dr. Louis Schaner

**GUESTS**

The meeting was opened by Mayor Kathy Catazaro-Perry, President of the Board.

Motion was made by Jo-Ann Ryder, seconded by Rob Church, to approve the minutes of the April, 2015 meeting. Motion carried.

On a motion by Jeff Thornberry, seconded by Jo-Ann Ryder, approval was given to pay the April bills for the Health Department in the amount of \$2,008.03 and for the WIC Department in the amount of \$13,016.07 for a total of \$15,024.10. Motion carried unanimously.

The April, 2015 Vital Statistics, Environmental, and Nursing Division reports were accepted and approved without comment.

**OLD BUSINESS**

None

**NEW BUSINESS**

**1. Approval of FSO/RFE Procedures**

The Ohio Department of Agriculture is requiring Board adoption of several protocols and procedures. On a motion by Jo-Ann Ryder, seconded by Rob Church, the following protocols and procedures were adopted:

- A. Training Protocol
- B. Complaint Procedure
- C. Food Service Enforcement Procedure
- D. Plan Requirement Check List

**2. Announcement of Community Health Assessment**

Stark Parks has included the Massillon City Health Department in their Community Health Assessment, which should qualify as our Community Health Assessment as required for State Accreditation.

**3. Approval of WIC Training Seminar**

On a motion by Jo-Ann Ryder, seconded by Rob Church, approval was given for Erin Wise to attend the WIC Training Seminar in Columbus on June 18. The training will be on the use of Electronic Benefit Cards. There is no cost for the seminar. The only expense will be for mileage. Motion carried.

**4. Resignation of Howard Kemp.**

Howard resigned from the Board of Health today. An appointment to this position will be made by the Mayor.

On a motion by Jo-Ann Ryder, seconded by Jeff Thornberry, the meeting was adjourned at 3:50 pm. Motion carried.

The next meeting will be held on June 18, 2015.

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Mayor Kathy Catazaro-Perry  
President of the Board

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Terri D. Argent, Health Commissioner  
Secretary of the Board