



Kent City Health Department
 201 E. Erie Street 2nd
 Kent, Ohio 44240
HEALTH BOARD MINUTES
 March 9, 2021

Board Members Present

Chris Woolverton
 Jack Amrhein
 Pam Ferguson
 Michelle Frederick
 Emily Mattern
 Louise Frederick

Staff Present

Joan Seidel
 Michael Anguilano
 Kyle Kelly

Guests

Dr. Angela DeJulius
 Tracy Radovic
 Sandra Halem

Christopher Woolverton called to order the Kent City Health Board Meeting of February 9, 2021 at 5:33 pm. Joan Seidel started the roll call: Mattern: aye; Ferguson aye; Amrhein: aye; M. Frederick: aye; Woolverton: aye; L. Frederick: aye.

Guest Comments

Sandra Halem introduced herself and thanked the Kent City Health Department and Portage County Health District for the coordination and response in hosting a COVID-19 vaccination clinic at Kentway Apartments. Sandra said the clinic was a great success at reached some very at-risk individuals and is very much appreciated. She added that Kentway would be happy to provide space for another clinic if the health department deemed it necessary.

The Kent City Health Board Meeting minutes from the February 2021 meeting were distributed and reviewed prior to the meeting. A motion for approval was requested by Christopher Woolverton.

Motion: A motion to approve the minutes from the February meeting was made by Pam Ferguson and seconded by Emily Mattern. With no further discussions or objections, the motion passed.

REPORTS

Statistical Report for February 2021 – No comments.

Nursing/PHEP Report – No report provided.

Health Department Report – Joan first provided an update on COVID-19. Portage County remains at Level 3/Red and seems to be staying there for a while. The Ohio Department of Health has relaxed some restrictions for indoor and outdoor sporting events, though proms and graduations are expected to receive guidance to move forward. Guidance for fully vaccinated individuals has changed as well. Pam asked what the vaccination rate is in Portage County. Joan said it is currently at 14%, though mass vaccination clinics are in the works.

The Permittum online vital statistics program continues to work well. Joan added that the registrar submitted her resignation, so the process for finding a replacement is underway. Meetings have already been held to determine an effective succession plan.

Mosquito grant work will begin soon, starting with interviews for prospective interns. A few interns are expected to return to the program. Mike provided an update for the tobacco grant and reported that the 2021-2022 grant application has been completed and sent to the Ohio Department of Health. Mike is also working to get interns in to help conduct tobacco compliance checks in the spring, with an estimated completion date of May 31.

Due to a family emergency, Christopher Woolverton excused himself from the meeting. Emily Mattern assumed Presidential duties for the remainder of the meeting.

DISCUSSION ITEMS

Housing Quality Improvement Project – Kyle Kelly, Kent City Health Department Sanitarian presented to the Board of Health about the altered housing inspection process that the health department has undertaken during the pandemic. He reviewed the baseline process in a regular year and the modifications that have been made to keep tenant and sanitarian health and safety as a priority. Emily asked if the health department is responsible for the campus housing. Kyle said they are not, but the off-campus housing is in the health department's jurisdiction. The quality improvement process began in April 2020 and prioritized making changes related to reducing contact between sanitarians and apartment staff and tenants, ensuring that the most critical violations were getting corrected, and providing COVID-19 safety education to tenants ahead of time so the apartment will be prepared for an inspection. The new process will be reviewed after one year to assess changes in productivity, critical violations assessed, safety requirements met/not met, and overall inspection effectiveness.

Joan reviewed the Cutler Space and reported that Kent City Council approved of the health department moving into the space. There are a few hurdles to overcome yet, but one big barrier has been passed.

ACTION ITEMS

Expenditures and Encumbrances for February 2021

Expenditures & Encumbrances for February 2021			
2/4/2021	Ohio Division of Real Estate	Burial permit transmittal fees for January 2021	\$167.50
2/4/2021	Treasurer, State of Ohio	FSO Transmittal Fees January 2021	\$56.00
2/4/2020	Jason Revesz	Reimbursement for renewal of Sanitarian License for 2021	\$93.50
2/9/2021	Great Lakes Piping, LLC	Purchase 1 ion sensor for the Fire Department	\$632.30
2/9/2021	Metzgers/Ace of Kent	Miscellaneous supplies for Covid-19	\$500.00
2/9/2021	Lowes Company	Miscellaneous supplies for Covid 19	\$500.00
2/11/2021	Portage County Health Dept.	Rabies Titer for Eric Gorczynski	\$122.00
2/12/2021	Portage County Health Dept.	Nursing Services for 2021	\$44,718.60
2/12/2021	Hometown Bank	Reconsignment fees & storage for Tiger Medical Supplies ordered	\$250.00
2/24/2021	PARTA	Advertising- Tobacco 21 Ads March-August 2021	\$4,151.00

Motion: A motion to approve the expenditures and encumbrances for March 2021 was made by Pam Ferguson and seconded by Jack Amrhein. With no further discussion the motion passed.

2021-2026 Strategic Planning Document

Motion: A motion to approve the 2021-2026 Strategic Planning document was made by Michelle Frederick and seconded by Emily Mattern. With no further discussion the motion passed.

2020 Annual Report

Motion: A motion to approve the 2020 Annual Report was made by Pam Ferguson and seconded by Jack Amrhein. With no further discussion the motion passed.

Adopting the 2019 Public Health Code of Ethics

Motion: A motion to approve the 2019 Public Health Code of Ethics policy to utilize in ethical disputes and questions was approved by Pam Ferguson and seconded by Michelle Frederick. With no further discussion the motion passed.

EXECUTIVE SESSION

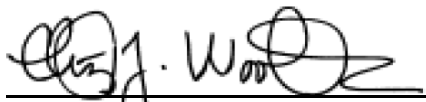
Motion: A motion to enter Executive Session to discuss a personnel matter was made by Emily Mattern and seconded by Pam Ferguson. The Board entered Executive Session on a roll call vote: Amrhein: aye; Ferguson: aye; M. Frederick: aye; L. Frederick: aye; Woolverton: excused. The Board entered Executive Session at 6:13 pm.

Motion: A motion to leave Executive Session was made by Jack Amrhein and seconded by Pam Ferguson. The Board exited Executive Session on a roll call vote: Amrhein: aye; M. Frederick: aye; L. Frederick: aye; Ferguson: aye; Woolverton: excused.

ADJOURN

Motion: A motion to adjourn the health board meeting of March 2021 was made by Jack Amrhein and seconded by Pam Ferguson. With no further discussion the motion passed. Meeting adjourned at 6:39 p.m.

Approved:



Christopher Woolverton, President



Joan Seidel, Secretary