



Kent City Health Department
201 E Erie St. 2nd Floor
Kent, Ohio 44240
BOARD OF HEALTH MEETING MINUTES
October 10, 2023

Board Members Present

Emily Mattern, President
Louise Frederick, Vice President
Jack Amrhein
Melissa Zullo
Dr. Evan Howe

Absent

Michelle Frederick

Staff Present

Joan Seidel
Amanda Jackson
Kyle Kelly

Guests:

Emily Mattern called to order the Kent City Health Board Meeting of October 10, 2023 at 5:31 pm and Joan Seidel started the roll call: *Emily Mattern "here", Louise Frederick "here", Jack Amrhein "here", Melissa Zullo "here", Dr. Howe "here"*.

Motion: A motion to excuse Michelle Frederick from the meeting was made by Jack Amrhein and seconded by Louise Frederick. With no objections, the motion passed.

Motion: A motion to approve the minutes from the August 8, 2023, meeting, motion was made by Melissa Zullo and seconded by Louise Frederick. Without further discussion or objections, the motion passed.

Guest Comments

None

Reports

- Statistical Report for August 2023 and September 2023. Louise Frederick commented on the immunization numbers – Joan stated we are currently not giving immunizations. No further comments were given.

Health Department Report

Report given by Joan Seidel:

1. Nursing Report
 - a. Communicable Disease – please see graph at end of report.
 - i. Still working with Public Health Collaborative and Budget and Finance for card readers. Also working with KFD for NPI number.
 - ii. One case of Crypto sporidiosis, one case of Lyme
 - iii. Influenza vaccine here.
 - iv. COVID -19

1. Continue to see cases trend upwards.
2. ODH archived the pandemic website, but opened another which will have some COVID details.
3. COVID bridge mRNA vaccine ordered through the state, small supply. Will order additional doses through the Public Health Collaborative
4. 2 Case Investigators working on cases.

b. Community Outreach

- i. Overdose Awareness Day 8/31/23
 1. 4 KCHD employees were at 4 locations in Kent from 1-3 pm
 2. The event went well overall, with mixed attendance at locations.
 3. Mental Health & Recovery Board asked us to partner with them for future events.
- ii. Gun violence, sexting, and Behavioral Health panel tentative 10/19/23
 1. Need venue, confirmation of speakers.
 2. Evening hour long program with resource tables

2. Environmental

a. Food Service Organizations (FSOs)

- i. One restaurant had a small fire on a Sunday, staff used wrong extinguisher to combat, Ansel unit did not deploy. Delay in getting staff to inspect the kitchen after KFD cleared the building for occupancy. Guidelines state kitchen to remain closed until inspection completed. Kent businesses expect prompt service and do not want to be closed for a prolonged period, staff are concerned about not being paid on call pay and work life balance.
- ii. One restaurant in the DORA continues to use their window as a pass through without planning review or support from Community Development. In the past the state food code would not have permitted, but now the State is asking for risk stratification and not to have overburdensome regulations. This has been an issue since the Pandemic. They will be licensed for October Fest. Concern for liability with city owning the sidewalk.
- iii. Police reported a concern about roaches when they went to investigate a downtown restaurant for an "all clear call." Police reported roaches moving near the hot water heater, REHS saw plastic roaches as part of the Halloween decorations in the dining location. The restaurant was able to produce up-to-date pest control reports for monitoring of pest activity with none found.
- iv. Maggie's Market on East Main closed to become a waffle/crepe shop.
- v. Little City Grill to become a pub.
- vi. Possible new openings, in former Bissler's on West Main a nightclub, former Arby's a Popeyes.

b. Housing—

- i. Complaint from property owner of 700 Lake Street. Does not feel housing ordinance is fair. He built 8 units originally to be sold, but no buyers were present so requested to be changed to rental properties. He wants the same fee structure as a one building facility. Currently the ordinance reads and has been unchanged since written at \$100 per building and \$5 per bedroom. Since every

two units are attached by garages, they are counted as 4 total buildings. Legal supports our interpretation and application of the ordinance. A letter was sent to the owner explaining the ordinance, he was invited to the Board meeting. He may be pursuing condo status with the County, which would move his inspections to Community Development.

- c. Recreational Water and Campgrounds – No new updates
- d. Body Art – No new updates
- e. Solid Waste and Water Quality –
 - i. Contract for Portage County to perform our sewer inspections under action items.
 - ii. Compliant regarding 0100 trash pick-up in a residential neighborhood (Cuyahoga Street). City ordinance does not allow for trash hauling in residential areas prior to 7am.

3. Vital Statistics – No new updates

3. Grants –

- a. EPA – Season slowly wrapping up. Continue to have intern work 8 hours per week. Still finding positive pools in Kent should drop off with cooler weather State reports 1200 positive pooled samples in 41 counties with 3 positive cases in non-travelers. Which is on par with the 10-year State average.
- b. EO23 – Using funds to pay case investigators as outlined in allowables.
- b. WDG – 2022 completed, working on 2023, first report submitted to State.
- c. HEAL – Healthy Eating and Active Living Grant – Took to Council for approval.
- d. FALLS – Final report sent on September 22, 2023
- e. TOBACCO – State notified us of a failure to report funding (\$8,000.00) on an audit from 2020. An action plan was made and accepted by the State which basically stated we would include all funds for audits. We also included Budget and Finance. This occurred when the former TU Grant coordinator was here, and subsequent audits have all passed. Handful of non-compliant retailers for TRL. Jalessa is working with them. One does not believe the ordinance applies to them and they are late with their license fee. We may have to fine them.
- f. VISTA – Three VISTAs on board, three more onboarding soon. Site visit from AmeriCorps on 9/28/23.

5. Accreditation –

- a. Other departments have voiced complaints regarding long waits for site visits and finding out status, combination of in-person and virtual site visits, as well as cost of accreditation. ODH is addressing. Ohio is the only state with an accreditation mandate.
- b. Data presentation classes offered by State, several staff have signed up.

6. Other –

- a. Art in the Park went well.
- b. Thank you to Melissa Zullo for participating. Since water levels were so high, unhoused encampments along the riverbank were cleaned instead.
- c. September 29, Kent Connects for KSU freshmen and transfer students.
- d. Opened multi-agency command on 9.12.23 for 2024 Eclipse planning.
- e. One rental unit complained of catching a bat, sent to state, and tested negative.
- f. Attended a two-day TEEX program on mass dispensing events.
- g. AOHC (9/13-15/23) was very good; several outstanding presentations on Columbus measles outbreak, East Palestine response, how to talk to people about climate change, & trauma as grief.
- h. I will present at the Portage Annual Crisis Intervention Stress Management Conference on October 13th.
- i. October 18-20, 3-day preparedness drill. Staff will participate. Bob Walker will be with us in November for a PHEP update.
- j. Human trafficking conference in Akron 10/20/23
- k. October 25th Portage County MH&RB program at NEOMED.
- l. October 26th Kent City Schools Trunk or Treat
- m. October 27th 1700-1900 Kid Friendly Trick or Treat

Communicable Disease Report data reviewed for August

Communicable Diseases	Aug-22	Aug-23
Chlamydia infection	17	14
COVID-19	227	39
Gonococcal infection	7	5
Hepatitis C - chronic	1	1
Cryptosporidiosis	0	1
Lyme	1	1
Salmonellosis	1	0
Syphilis	1	0
Total		

Communicable Disease Report data reviewed for September

Communicable Diseases	Sep-22	Sep-23
Chlamydia infection	15	26
COVID-19	222	72
Gonococcal infection	2	7
Hepatitis C - chronic	0	1
Hepatitis B (including delta) - chronic	0	1
Lyme	1	0
Monkey Pox	1	0
Syphilis	0	1
Total		

Health Equity Report

None

Discussion Items:

- Housing Program presented by Kyle Kelly –
 - Overview- Purpose of housing program is to ensure safe housing for tenants, program has been in place since the 1970s. Community development started a similar program a few years ago and people sometimes get the two programs mixed up. Violations can include smoke alarms, Co2 alarms, fire extinguishers, pests, etc. Inspections happen annually, we inspect 320 properties, 674 buildings, and 11,178 bedrooms.
 - Housing License Fees – Health Department collects these fees from landlords. In 2022 we collected \$128,662 and spent \$126,852. Per city ordinance Fees are collected as follows: \$100 per building and \$5 per bedroom. Fees have not changed since 2014.
- Delta Sigma Pi request for exemption – Meg Gidley sent a letter requesting exempting from needing a food service operating license. Meg runs a small concession stand on KSU property named 'The DeltaSig'. She is looking to transition into a fully mobile, breakdown concession stand that would only serve prepackaged foods that do not require assembly or hot/cold temperatures. Meg plans to operate 4 days a week.
 - After reading Meg's letter the health board has more questions about the business and would like Meg to attend the next board of health meeting to clarify these questions.

Action Items:**Expenditures and Encumbrances August 2023**

Expenditures and Encumbrances August 2023			
8/1/2023	Ohio Division of Real Estate	Burial Permit Fees July 2023	\$75.00
8/4/2023	AOHC	Fall AOHC Conf. Registration for Joan Seidel	\$200.00
8/7/2023	Kyle Kelly	Reimbursement for Pesticide Renewal	\$35.00
8/8/2023	PARTA	1st Floor Clinic Space Lease- August	\$1,905.50
8/8/2023	PARTA	1st Floor Clinic Space Utilities- 6/9-7/11	\$409.06
8/9/2023	Billow Company	Cremation Disposition for Indigent Kent Resident #7	\$1,000.00
8/14/2023	Carroll County General Health	Epidemiology Services thru 5/27/2023-7/31/2023	\$2,425.00
8/14/2023	Amazon.com	Envelopes, Pens, Clipboards	\$253.25
8/14/2023	NOEHA	OEHA 2023 Fall Conference (4) Smith;Kelly;Revesz;Gorczynski	\$460.00
8/14/2023	OEHA	Membership for Kelly;Revesz;Gorczynski	\$180.00
8/15/2023	Amazon.com	Overdose Awareness Hygiene Supplies	\$267.32
8/16/2023	PARTA	Parking- September	\$741.00
8/16/2023	PARTA	1st Floor Clinic Space Utilities, September-December	\$2,200.00
8/16/2023	PARTA	1st Floor Clinic Space Lease, September-December	\$7,622.00
8/16/2023	National Restaurant Association	Justin Smith - Certification	\$30.60
8/24/2023	Advanced Display	Overdose Awareness Signs	\$680.00
8/24/2023	Ohio Dept Agriculture	Pesticide License Renewal for Eric Gorczynski	\$35.00
8/25/2023	Amazon.com	Clip Boards, Labels, CPR Face Shield	\$65.20
8/25/2023	AOHC	Dr.DeJulius AOHC Conference Registration	\$110.00
8/30/2023	PARTA	Parking October,November,December	\$2,223.00
8/30/2023	Ryan Staffing	Case investigator (August-December)	\$2,000.00
8/30/2023	Treasurer, State of Ohio	Vital Statistics Security Paper	\$1,423.00

Expenditures and Encumbrances Sept 2023**Expenditures and Encumbrances September 2023**

9/5/2023	Ohio Division of Real Estate	Burial Permit Fees August 2023	\$107.50
9/13/2023	Carroll County General Health	Epidemiology Services thru 08/01/2023-09/01/2023	\$1,475.00
9/13/2023	Public Entities Pool of Ohio	Public Liability Insurance Contribution	\$3,770.81
9/15/2023	Ace of Kent	Grab Bars for Falls Grant	\$2,583.94
9/19/2023	Hometown Bank- Kent City	Background check - Lanika (TU23)	\$62.00
9/19/2023	Hometown Bank- Kent City	Condoms for Project Dawn	\$216.81
9/20/2023	Hometown Bank- Kent City	USPS Priority Mailing Envelopes	\$492.15
9/21/2023	PARTA	Parking Vouchers	\$100.00
9/22/2023	Amazon.com	Key lock box for FALLS Grant	\$1,269.96
9/25/2023	Amazon.com	Color toner & mouse - for clinic	\$255.78
9/25/2023	Joan C. Seidel	Reimbursement for hotel at AOHC Conference	\$84.00
9/26/2023	Stericycle	Medical Waste	\$37.91
9/26/2023	Billow Company	Cremation Disposition for Indigent Kent Resident #8	\$1,000.00

Motion: A motion to approve the expenditures and encumbrances for August 2023 and September 2023 was made by Jack Amrhein and seconded by Dr. Evan Howe. Without further discussion the motion passed.

Motion: A motion to approve Resolution No. 2023-002, suspending the three readings and declaring an emergency was made by Jack Amrhein and seconded by Louise Frederick, followed by a voice vote: *Emily Mattern-yes, Louise Frederick-yes, Jack Amrhein-yes, Melissa Zullo-yes, Evan Howe-yes*. Without further discussion the motion passed.

Motion: A motion to approve Resolution No.2023-003, suspending the three readings and declaring an emergency was made by Louise Frederick and seconded by Melissa Zullo, followed by a voice vote: *Emily Mattern-yes, Louise Frederick-yes, Jack Amrhein-yes, Melissa Zullo-yes, Evan Howe-yes*. Without further discussion the motion passed.

Motion: A motion to approve Resolution No.2023-004, suspending the three readings and declaring an emergency was made by Dr. Evan Howe and seconded by Jack Amrhein, followed by a voice vote: *Emily Mattern-yes, Louise Frederick-yes, Jack Amrhein-yes, Melissa Zullo-yes, Evan Howe-yes*. Without further discussion the motion passed.

Motion: A motion to approve Resolution No.2023-005, suspending the three readings and declaring an emergency was made by Melissa Zullo and seconded by Dr. Evan Howe, followed by a voice vote: *Emily Mattern-yes, Louise Frederick-yes, Jack Amrhein-yes, Melissa Zullo-yes, Evan Howe-yes*. Without further discussion the motion passed.

Executive Session:

None

Adjourn:

Motion: A motion to adjourn the health board meeting was made by Jack Amrhein and seconded by Louise Frederick. Without further discussion the motion passed. The meeting adjourned at 6:35pm.

Approved:

Emily Mattern, President

Date

Joan Seidel, Secretary

Date