



KENT CITY HEALTH BOARD MEETING
Kent City Health Department
201 E. Erie Street
5:30 – 7:00 PM
February 11, 2025



MISSION: Improving Kent City communities by promoting health, preventing disease, and connecting people to public health services.

AGENDA

1. ROLL CALL (1 minute)
2. MINUTES APPROVAL (3 minutes)
January 14, 2025
3. OPEN COMMENTS/GUEST COMMENTS (3 minutes per guest)
 - A. Jalessa Caples, Accreditation Coordinator
4. REPORTS (25 minutes)
 - A. Statistical Report for January 2025- Joan Seidel
 - B. Health Department Report for January 2025- Joan Seidel
 - C. Annual Health Department Report for 2024
5. DISCUSSION ITEMS (5 minutes)
 - A. Harm Reduction Program update
6. ACTION ITEMS (20 minutes)
 - A. Expenditures and Encumbrances January 2025
 - B. Memo of Understanding (MOU) with AxxessPointe for Harm Reduction Program
 - C. Set date for November 11, 2025 Health Board meeting
7. EXECUTIVE SESSION
8. ADJOURN MEETING

If you require assistance to attend this meeting, please contact the Health Department at (330) 678-8109.

CC: Health Board
City Manager
Clerk of Council

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Kent City Health Department
201 E Erie St. 2nd Floor
Kent, Ohio 44240
BOARD OF HEALTH MEETING MINUTES
January 14, 2025



Board Members Present

Louise Frederick -President
Melissa Zullo
Michelle Frederick
Evan Howe
Kazeem Adewole

Absent

Chris Hook
Dr. Angela DeJulius

Staff Present

Joan Seidel
Linda Grimm
Jalessa Caples

Guests

Leah McCollum
Alexa Becker

Louise Frederick called to order the Kent City Health Board Meeting of January 14, 2025, at 5:33 pm.

Melissa Zullo commended Jalessa Caples for doing a good job as Secretary Pro Tem during last month's meeting.

Joan Seidel called the roll: *Louise Frederick "here", Melissa Zullo, "here", Michelle Frederick "here", Evan Howe "here", Kazeem Adewole "here".*

Motion: A motion to excuse Chris Hook from the meeting was made by Evan Howe and seconded by Melissa Zullo. With no objections, the motion passed.

Motion: A motion to approve the minutes from the December 10, 2024, meeting was made by Evan Howe and seconded by Michelle Frederick. Without further discussion, the motion passed.

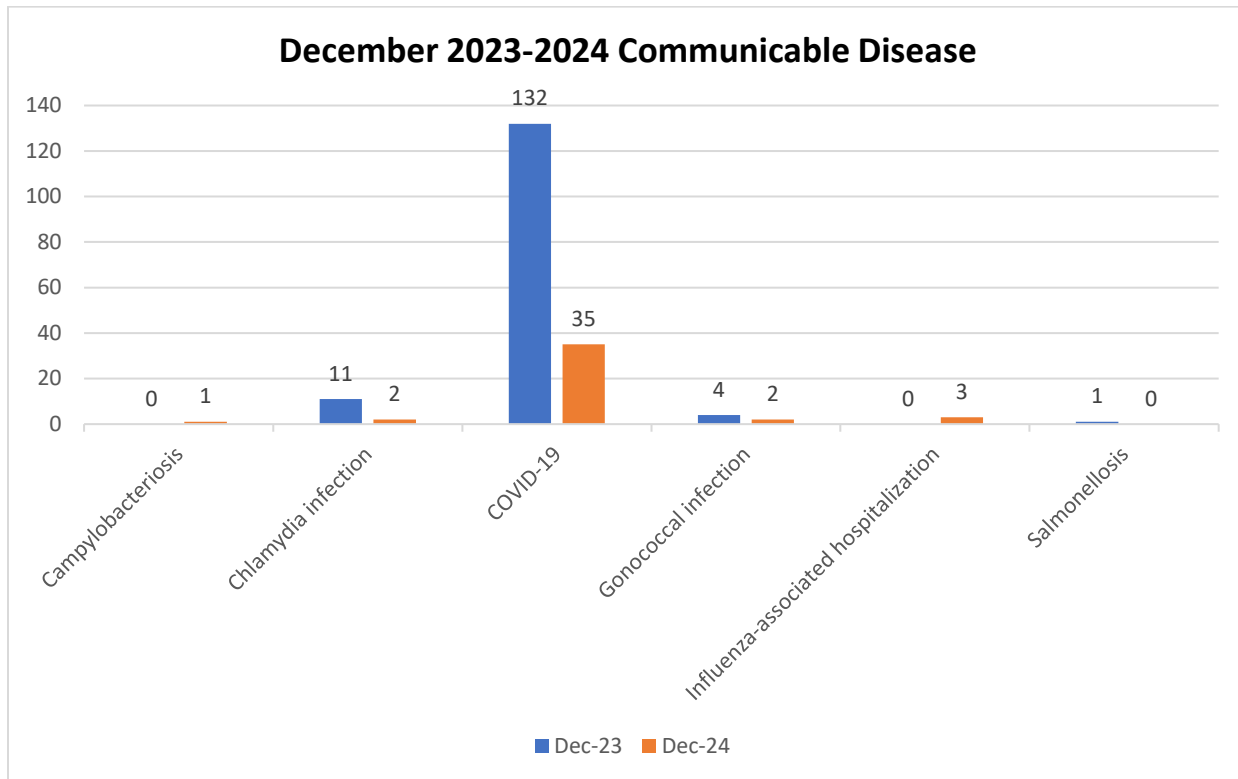
Open Comments: Jalessa Caples, Accreditation Coordinator mentioned looking into using a new more user-friendly platform- Microsoft Planner, to aid and assist staff with assignments completion.

Guests- Medical Residents Dr. Leah McCollum and Dr. Alexa Becker, introduced themselves and were invited to attend the meeting by Dr. Howe.

Reports:

- A. Statistical Report December 2024– Michelle Frederick inquired regarding a former solid waste hauler; Joan Seidel commented positively stating no further complaints were received. Michelle Frederick and Joan Seidel also discussed the rabies vaccine numbers.
- B. Health Dept. Report for December 2024 submitted by Joan Seidel:
 1. Nursing Report
 - a. Communicable Disease –
 - i. State notified us of increased viral copies for COVID-19. Social media message posted. Also noted increased influenza, Pertussis, pneumonia, RSV, and Norovirus.
 - ii. Skilled nursing facility with hospitalized influenza as well as outbreak of COVID amongst residents and staff.
 - iii. One day care facility with outbreak of GI symptoms no one tested, but likely Norovirus.

- iv. Report of H5N1 (Avian influenza) death in the Louisiana case. Evidently individual had co-morbid conditions and had interaction with a back yard flock. Risk to population remains low.
 - b. Community Outreach
 - i. Pop-up food pantry held 12/18/24. 50 bags total distributed. Next one scheduled for 1/22/25, change in time to accommodate Kent Social Services.
- 2. Environmental
 - a. Food Service Organizations (FSOs)
 - i. Due to timeline and no go ahead yet, intent to move to Acella notice sent into state. We can still move to the Tyler product should that be approved, but we need to have access to a platform for food and other programs.
 - ii. Lounge 157 was very receptive to changing risk classes to level 4. Kyle noted a freezer full of sushi although operator said they were only testing a trial run. Kyle returned for a follow up visit per protocol.
 - b. Housing – No updates.
 - c. Recreational Water and Campgrounds – No updates.
 - d. Body Art – No updates.
 - e. Solid Waste and Water Quality- No updates.
- 3. Vital Statistics – Linda Grimm mentioned the expected postponement by the state of the new Ohio Vital Records System (OVRs) that was scheduled for launch Jan. 1, 2025, and moved to later in 2025 due to ongoing training and enrollment.
- 4. Grants –
 - a. EPA – Funds revised so there can be a pay increase and perhaps two interns.
 - b. EO23 – Working with grant supervisor for reporting.
 - c. WDG – Working on budget revision.
 - d. HEAL – Jalessa Caples reported progress ongoing.
 - e. TOBACCO – Jalessa Caples discussed restructuring due to grant changes.
 - f. FDA grant – Justin Smith continues to work through standards. KSU to help with new intern candidates.
 - g. VISTAs – Jalessa Caples reported the recent orientation of the current group went very well.
- 5. Accreditation – Jalessa Caples
 - a. 2nd Report due by March 31, 2025
- 6. Other –
 - a. January 16th Chemical Response Tabletop at Portage County Health District. Joan Seidel and Jalessa Caples will attend.
 - b. Joan Seidle and Jalessa Caples also attending State GMIS update classes (5 in total) for system updates.



2023/2024 December Communicable Disease

Communicable Diseases	Dec-23	Dec-24	Total
Campylobacteriosis	0	1	1
Chlamydia infection	11	2	13
COVID-19	132	35	167
Gonococcal infection	4	2	6
Influenza-associated hospitalization	0	3	3
Salmonellosis	1	0	1
Total	148	43	191

Discussion Items:

- A. November 11, 2025, BOH Meeting- Joan Seidel discussed a need for the board to plan for a future change to the scheduled meeting date due to it falling on the Veterans Day holiday.

Action Items:

A.

Expenditures and Encumbrances December 2024

12/2/2024	Ohio Division of Real Estate	Burial Permit Fees Nov 2024	\$125.00
12/3/2024	Haymaker's Farmers Market	PRx Vouchers	\$4,750.00
12/3/2024	AOHC	2025 Annual Membership Dues	\$1,370.00
12/3/2024	Local Public Health Services	2025 Membership Dues	\$9,500.00
12/4/2024	Sanofi Pasteur Inc.	RABIES Vaccine	\$680.03
12/4/2024	Swift First Aid	First Aid Kit Replacement Items	\$26.15
12/4/2024	Carroll County General Health District	Epidemiology Services 10/26/24-11/22/24	\$1,500.00
12/30/2024	City of Kent, Vehicle Maint. Division	Maintenance to KCHD Vehicle	\$17.98

Motion: A motion to approve the expenditures and encumbrances for December 2024 was made by Melissa Zullo and seconded by Evan Howe. Without further discussion the motion passed.

B. Medical Director's Contract for 2025 was reviewed with amendments discussed.

Motion: A motion to approve the amended Medical Director's Contract for 2025 was made by Michelle Frederick and seconded by Melissa Zullo, followed a roll call and voice vote- Louise Frederick- "Yes", Melissa Zullo "YES", Michelle Frederick- "YES", Evan Howe "YES, Kazeem Adewole "YES". The motion passed.

Executive Session: None

Adjourn:

Motion: A motion to adjourn the health board meeting was made by Michelle Frederick and seconded by Melissa Zullo. The motion passed and the meeting was adjourned at 6:15 pm.

Approved:

Louise Frederick, President

Date

Joan Seidel, Secretary

Date



KENT CITY HEALTH DEPARTMENT STATISTICAL REPORT 2025

4. A.

HEALTH DEPT. \$ COLLECTED		January	YTD 2025	Jan-24	YTD 2024
Vital Statistics	\$	21,024.00	\$ 21,024.00	\$ 18,999.00	\$ 18,999.00
Retail Food Establishments	\$	-	\$ -	\$ -	\$ -
Food Service Operations	\$	1,110.00	\$ 1,110.00	\$ 330.00	\$ 330.00
Recreational Water- Pools & Spas	\$	-	\$ -	\$ -	\$ -
Housing	\$	7,835.00	\$ 7,835.00	\$ 7,035.00	\$ 7,035.00
Body Art Establishments	\$	1,500.00	\$ 1,500.00	\$ 1,350.00	\$ 1,350.00
Solid Waste Haulers	\$	-	\$ -	\$ -	\$ -
Tobacco Retail Establishments	\$	-	\$ -	\$ 600.00	\$ 600.00
Trash Ticketing	\$	-	\$ -	\$ -	\$ -
Smoke-Free Investigation	\$	-	\$ -	\$ -	\$ -
Nat'l Env. Health Assoc.- FDA Grant	\$	-	\$ -	\$ -	\$ -
Tobacco Use Grant	\$	-	\$ -	\$ -	\$ -
EPA Grant for Vector Control	\$	-	\$ -	\$ -	\$ -
COVID Grants	\$	-	\$ -	\$ -	\$ -
Workforce Development Grant	\$	-	\$ -	\$ -	\$ -
Healthy Eating & Active Living (HEAL) Grant	\$	-	\$ -	\$ -	\$ -
Falls-Staying Active & Independent (SAIL) Grant	\$	-	\$ -	\$ -	\$ -
Americorps (VISTA) Grant	\$	-	\$ -	\$ 5,729.78	\$ 5,729.78
State Subsidies	\$	-	\$ -	\$ 10,707.56	\$ 10,707.56
Medicaid Administrative Claiming	\$	-	\$ -		\$ -
Nurse Clinic	\$	2,823.33	\$ 2,823.33	\$ -	\$ -
Miscellaneous:					
Other	\$	-	\$ -	\$ -	\$ -
Copy Fees	\$	6.85	\$ 6.85	\$ -	\$ -
Mailing Fees	\$	174.30	\$ 174.30	\$ 210.50	\$ 210.50
Overpayments	\$	-	\$ -	\$ 1.50	\$ 1.50
TOTAL COLLECTED	\$	34,473.48	\$ 34,473.48	\$ 44,963.34	\$ 44,963.34
TO STATE					
Vital Statistics	\$	29,138.16	\$ 29,138.16	\$ 31,396.00	\$ 31,396.00
Burial Permit Fees	\$	-	\$ -	\$ 172.50	\$ 172.50
Retail Food Establishments	\$	-	\$ -	\$ -	\$ -
Food Service Operations	\$	28.00	\$ 28.00	\$ -	\$ -
Recreational Water- Pools & Spas	\$	-	\$ -	\$ -	\$ -
TOTAL	\$	29,166.16	\$ 29,166.16	\$ 31,568.50	\$ 31,568.50
TOTAL ASSETS	\$	5,307.32	\$ 5,307.32	\$ 13,394.84	\$ 13,394.84

KENT CITY HEALTH DEPARTMENT STATISTICAL REPORT Continued

	January	YTD 2025	Jan-24	YTD 2024
PERMIT/License				
Retail Food Establishments	0	0	0	0
Food Service Operations	1	1	0	0
Food Service Operations- Vending	0	0	0	0
Recreational Water- Pools & Spas	0	0	0	0
Housing	17	17	18	18
Body Art Establishments	2	2	3	3
Solid Waste Haulers	0	0	0	0
Tobacco Retail Establishments	0	0	0	0
TOTAL	20	20	21	21

MOSQUITO CONTROL

	Interns	Staff	Total		
Surveillance Hours	0.0	0.0	0.0	6.0	6.0
Larvicide Hours	0.0	0.0	0.0	6.0	6.0
Adulticide Hours	0.0	0.0	0.0	5.0	5.0
Office Hours	0.0	24.0	24.0	0.0	0.0
Sites Visited		0	0	0	0

COMPLAINTS

Received	5	5	10	10
Abated	2	2	10	10

COMMUNICABLE DISEASE

47	47	109	109
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IMMUNIZATIONS- COVID

0	0	6	6
Child	0	0	0
Adult	0	6	6

IMMUNIZATIONS- INFLUENZA

0	0	2	2
Child	0	0	0
Adult	0	2	2

IMMUNIZATIONS- OTHER

0	0	0	0
Child	0	0	0
Adult	0	0	0

VITAL STATISTICS- Certified Copies Issued

Birth Certificates	282	282	258	258
Death Certificates	587	587	525	525