



Kent City Health Department
201 E Erie St. 2nd Floor
Kent, Ohio 44240
BOARD OF HEALTH MEETING MINUTES
February 11, 2025



Board Members Present

Melissa Zullo, Vice-President
Michelle Frederick
Evan Howe
Chris Hook

Absent

Louise Frederick
Kazeem Adewole
Dr. Angela DeJulius
Linda Grimm

Staff Present

Joan Seidel
Jalessa Caples

Guests

Cowan Stevens
Forest Galloway
Oly Kar

Melissa Zullo called to order the Kent City Health Board Meeting of February 11, 2025, at 5:35 pm. Joan Seidel called the roll: *Melissa Zullo "here", Michelle Frederick "here", Evan Howe "here", Chris Hook "here"*.

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

Motion: A motion to change the order of the agenda to accommodate Cowan Steven's report moving the single discussion item and a potential action item to follow open items and guest introductions was made by Michelle Frederick and seconded by Chris Hook. With no objections, the motion passed.

Motion: A motion to approve the minutes from the January 14, 2025, meeting was made by Chris Hook and seconded by Michelle Frederick. Without further discussion, the motion passed.

Guest Introduction/ Open Comments:

Cowan Stevens from AxessPointe, Health Center Director introduced himself he will be providing a report. Drs. Oly Kar and Forest Galloway, both second year Medical Students in Family Practice at Summa Health System, introduced themselves.

Discussion Items:

Cowan Stevens provided a report to the Board of Health regarding the Harm Reduction Program provided at AxessPointe under the Board of Health approval. In the past year there have not been any participants for the safe syringe service which does not require an exchange. Mr. Stevens related there could be several factors influencing this. First, overall indications that syringe use has decreased and second, unintentional drug overdoses have also declined. This program was modeled after the very active program at Summit County Public Health. Mr. Stevens related that some Portage County residents drive there because that program opened first, and they have a familiarity with it. Also, there was a thought since Family and Community Services are also housed at AxessPointe it may have an impact on the SafePointe program because probation officers from the Portage County Sheriff's office may be present. This led to a concern voiced by Chris Hook that they may also be hesitant to seek

other medical services needed offered there. Cowan went onto to share that they have recently hired a peer supporter and still have the MAT coordinator. An invitation was extended for these individuals to attend a future Board of Health meeting. Cowan shared that the other free harm reduction items are readily accepted by individuals in the MAT program. Some potential interventions to consider were shared with Mr. Stevens. Joan Seidel will follow up with Chief Shearer and see how they are viewing the program. Joan will also reach out to Renee Romain of the Portage County NAACP who is hosting a program for Law Enforcement officers to see if information and education could be provided there. Also discussed revisiting area agencies such as Kent Social Services and others that treat substance use disorders to remind them of the program. Also going to the Pub, a bar in Kent, to share information with the owner and staff regarding the program. Chris Hook and Dr. Howe mentioned the churches who serve free meals, and the Interfaith Council could also be helpful in getting the word of the program out. Cowan noted that most churches hosting 12 step programs are usually framed around complete abstinence, but information on Narcan and other services would still be worthwhile to share. Dr. Howe provided some contact information to Cowan.

Motion: A motion to renew the Memo of understanding (MOU) with AxxessPointe for the Harm Reduction Program was made by Louise Frederick and seconded by Evan Howe. Without further discussion, the motion passed.

Cowan Stevens will bring the signed copy of the MOU to Mark Frisone for his signature and then return to the health Department.

Please note by this point in the meeting both Louise Frederick and Kazeem Adewole were present and participating. Louise resumed running the meeting.

Reports:

- A. Statistical Report January 2025 – It was questioned why there were 5 complaints received but only two were abated. Joan noted that it depended on the cycle of closing them in Healthspace. All Health Department staff strive to complete complaints or Service Requests within 24 -72 hours depending if they fall on a weekend. All service requests are resolved.
- B. Health Dept. Report for January 2025
 - 1. Nursing Report
 - a. Communicable Disease –
 - i. Flu appears to be increasing, COVID cases decreasing. Respiratory viruses continue to circulate and create illness. No information on RSV currently from WWM.
 - ii. Mpox case identified. Several telehealth visits and ED encounters but Mpox symptoms were not identified until 1/20/25. Hospital notified the wrong health department of testing who did not ensure case knew to isolate choosing to wait until the test resulted. Test resulted detected on 1/23/25 and KCHD was properly notified. Hospital assured that the provider would contact the case with test result, they did not, nor had they ensured isolation being followed. Case was contacted by KCHD at work the following day and was told about positive findings. The case stated they were unaware and continued all activities as normal. Isolation was reviewed. ODH was called and determined the only individuals requiring prophylaxis would be ED staff who treated without proper PPE and case's roommate due to repeated exposure in a close area over time. Call placed to Summit County Public Health to share case's name since they would not provide contacts only that they had encounters in Akron. SCPH noted they are having a cluster of cases including infant/children, they are also

having issues obtaining contacts from cases. Followed up with hospital and original HD to notify that if tested isolation must be reviewed and ensured.

- iii. Assisted living with large Norovirus outbreak which started January 14 and ran through January 31, 2025. 49 total cases. One staff and one resident tested positive, the rest were symptomatic, had shared exposures and fell into transmission timeline. Worked with state to complete resident testing. Fortunately, no one was hospitalized or died. Concern for open trays of food out for residents/staff to share as well as a planned community dinner noted on Facebook. Common food was removed, and community dinner was rescheduled.
- iv. HAN alerts for hospitals to request subtyping for any patients admitted to critical care who is positive for influenza. Attempts to find extent of H5N1 versus other strain types
- v. Ohio has the highest rate of H5N1 (Avian influenza) cases in poultry in the nation. It is difficult to tackle cases based on CDC not being able to publish data. There are without a doubt more cases than are being identified. The risk to population remains low although prior to information embargo it was noted pandemic risk rose from 2 to 5%.
- vi. ODH publishing additional information on respiratory illnesses collected from wastewater samples. [Monitoring Data | Ohio Department of Health](#)

b. Community Outreach –

- i. We are looking at prioritizing events and creating a calendar for this year.
- ii. Pop-up food pantry held 1/22/24. 50 bags in total distributed. Next one scheduled for 02/26/25, change in time to accommodate Kent Social Services.

2. Environmental

a. Food Service Organizations –

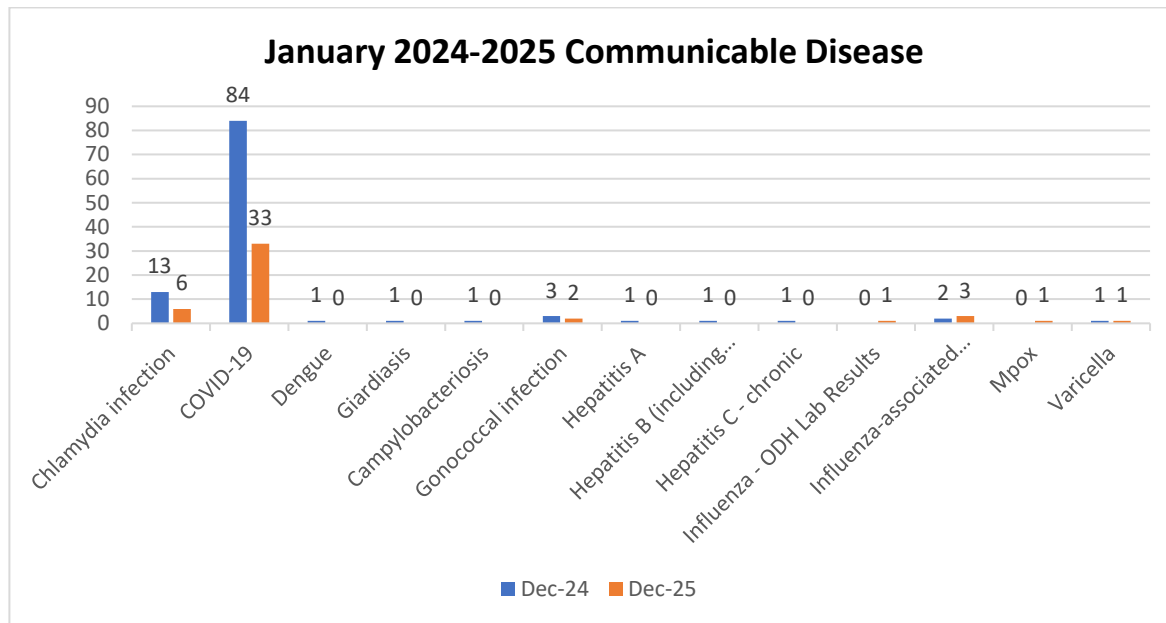
- i. We have been participating in Acella education/informational sessions when they are not cancelled. In parallel we are also meeting with Tyler. Tyler would be the superior product. Looking at the ability to extract data from Healthspace is very challenging. Although it is not ideal to have staff using two or more platforms it may work out best to have the data extracted to Acella and then capture it from there for Tyler transfer. Memo for appropriations presented to Council Committee on 2/5/25. All programs that utilize licensing and fees would use the Tyler program.
- ii. Renewals should have been received by all licensees. Starting to receive renewals back, deadline 3/3/2025 due to March 1st falling on a weekend.
- iii. Beware of the Leopard Bar issued license, North Water brewery now offers pizza several days a week.
- iv. Current Plan Review - Thunderstruck Donuts, Madellena's, Szechuan Gourmet - Change of Ownership, Lazizia's - Change of Ownership, Rascal House, Shah's Halal Food.
- v. Complaint regarding Joe's BBQ being used as a food Ingredient in Kent FSO. Inspection confirmed this and the practice has discontinued. PCHD was contacted to address Joe's BBQ. Concern that KCHD is policing FB, we are not but if it is there and others question, we would have to follow up.
- vi. Challenges with FSOs serving THC beverages in unpackaged forms. Distributors report it is legal, but concentration, which is too high for current law, is the concern. State wants LHD to embargo this product, evidently none are doing this yet.
- vii. Food safety class will offer an on-line option. Justin has set the schedule for 2025.

b. Housing –

- i. Several service requests for issues such as ceiling leaks, plumbing leaks, lack of heat, insect infestations. Jason had 10 requests withing several days. We strive to follow up on the same day they are received or within 72 hours over the weekend.
- ii. Staff disheartened that there seems to be a lack of awareness to KCHD starting the housing program. CD perhaps more in the spotlight, but we provided our license so they could start their program. These two departments cover different types of housing inspections. KCHD has never had a lawsuit, majority of property owners are pleased with the way our program

is run. We will plan to write an article for Tree City Bulletin (Autumn) as well as send out education to Council now and after elections.

- c. Recreational Water and Campgrounds –
 - i. High School pool corrections will be accomplished in May once school is out. This will encompass repairs to pool deck, HVAC, and exterior door replacement.
 - d. Body Art –
 - i. Cease and Desist order issued to Jayden Fuldauer for operating a Body Art establishment in the home of 496 Suzane Dr.
 - ii. Renewal round completed.
 - e. Smoke-Free Workplace –
 - i. KSU provided signs at bus stops after a complaint came in regarding smoking at some of their stops.
 - ii. “No Vaping” signs provided to businesses as they are required to enforce no inside vaping.
 - f. Solid Waste and Water Quality –
 - i. Eric reported investigating a vehicle accident that involved an oil spill on ST RT 59 near the city’s well field. The vehicle struck a transformer and 35 gallons of oil spilled. Eric was notified by OHEPA. The spill was downstream of the well field, but he noted the oil was moving to Breakneck Creek and did reach the storm sewer. Eric notified City of Kent Service Director as well as Portage County to address the spill since it was in their jurisdiction. He also walked the site with Director of Water Treatment, Jon Ellison, as well as Amos Sarfo from PCHD, and agents from OHEPA and Ohio Edison.
 - ii. Renewal contract with Portage County is currently completing their review of the contract and will send them back to us when ready.
3. Vital Statistics –
- a. New go live date for State program April 1, 2025.
 - b. HR will post job for Administrative Assistant/Registrar.
 - c. Currently on vacation so division is closed, unable to obtain coverage.
4. Grants –
- a. EPA – No updates.
 - b. EO23 – No updates.
 - c. WDG – Concern for \$10,000.00 linked to DEI education which is earmarked from this grant.
 - d. HEAL – Jalessa
 - e. TOBACCO – Jalessa
 - f. FDA – No updates.
 - g. VISTAs – Interns assisting with Tobacco, grant writing and social media.
5. Accreditation –
- Jalessa reported working on the Annual Report, which must be submitted by March 31, 2025. She has selected a standard that requires multiple documents so we can gain the most for the review. A Webex on reaccreditation throughout the nation is coming up soon, she will participate. Jalessa noted Ohio should figure prominently since Ohio is the only State that mandates accreditation. Joan noted that PHAB sent out a letter indicating they are a non-partisan agency and are working through potential changes to the Standards based on the current landscape. PHAB has temporarily paused the requirement for documentation on 2 equity standards and is looking at how equity is woven through all the standards.
6. Other –
- a. Spoke with Health Commissioner for Portage County Health District regarding AOHC’s initiative for reaching out to elected officials to discuss funding needs. Looking at a joint or shared time event to make best use of our newly elected Representative’s time. Nothing firm.
 - b. HC was asked to represent the City Council Representative to Community Action Council. Will attend first meeting 2/19/2025.



C. The Annual Health Department Report for 2024 was reviewed and well received by the board.

Action Items:

A.

Expenditures and Encumbrances January 2025

1/2/2025	Angela DeJulius, MD	Medical Director	\$6,000.00
1/2/2025	Carroll County General Health	Epidemiology Services thru 7/31/2025	\$13,500.00
1/2/2025	Cintas	Uniforms	\$1,600.00
1/2/2025	City of Kent, Vehicle Maint. Division	Maintenance to KCHD Vehicles	\$1,000.00
1/2/2025	Crystal Clear	Janitorial Services	\$10,092.00
1/2/2025	Gehm & Sons	Dry Ice for Mosquito Trapping	\$1,500.00
1/2/2025	Ohio Business Machines	Freight Charges for Printer Toner, Collection Containers	\$200.00
1/2/2025	PARTA	2nd Floor Rent	\$26,000.00
1/2/2025	PARTA	2nd Floor Maintenance	\$800.00
1/2/2025	PARTA	2nd Floor Utilities	\$2,000.00
1/2/2025	PARTA	Ground Floor Rent	\$25,000.00
1/2/2025	PARTA	Ground Floor Maintenance	\$800.00
1/2/2025	PARTA	Ground Floor Utilities	\$8,500.00
1/2/2025	PARTA	Parking Permits	\$11,000.00
1/2/2025	PARTA	Parking Vouchers	\$1,400.00
1/2/2025	Stericycle	Medical Waste Services	\$520.00
1/2/2025	Ryan Staffing	VISTA Supervisor	\$70,000.00
1/2/2025	Ryan Staffing	Intern, FDA Standards	\$4,000.00
1/2/2025	Ryan Staffing	Intern, Mosquito Control	\$10,000.00
1/2/2025	HS Govtech	EHS (HealthSpace) Annual Licenses- 5 Users	\$1,500.00
1/2/2025	Ohio Division of Real Estate	Burial Permit Fees Dec 2024	\$175.00
1/2/2025	Treasurer, State of Ohio	Vital Statistics Fees Oct-Dec 2024	\$29,138.16
1/2/2025	Amazon	Calendar	\$24.98
1/8/2025	Ryan Staffing	EO23 Grant Case Investigators	\$5,000.00
1/14/2025	Staples	HP LaserJet M507 Printer Toner	\$360.37
1/23/2025	NALBOH	2025 Membership Dues	\$250.00
1/24/2025	Rose Pest Solutions	Bedbugs- Canine Service	\$250.00
1/24/2025	Ohio Restaurant & Hospitality	Dues 3/1/25 to 2/28/26	\$120.00

Motion: A motion to approve the expenditures and encumbrances for January 2025 was made by Dr Evan Howe and seconded by Chris Hook. Upon further discussion regarding the annualizing (blanket POS) of rents and other charges. Dr. Howe sought clarification and there was also concern that the medical director's annual salary was incorrect due to recent approval to raise it; the motion was defeated unanimously. It will be brought to the March meeting.

B. Hillel at KSU- Request for Food Service License Exemption

Motion: A motion to provide an exemption from licensing fees was made by Melissa Zullo and seconded by Michelle Frederick. Concerns were brought forward that the date on their tax-exempt status was from 2011, and their letter to the Board was not dated. Joan mentioned the email they sent would be date marked. The Board requested that in the future any entity, agency or person requesting exemption from licensing fees should come before the Board and present their reasons for exemption personally. Joan asked if the Board would like to defer this request, and it was felt it could be handled at this meeting. Joan stated that would become part of the process moving forward. Without further discussion the motion passed.

C. November 2025 Health Board Meeting

Motion: A motion to move the November 11, 2025, board meeting to Wednesday November 12th was made by Chris Hook and seconded by Melissa Zullo. Discussion was had since the department would be closed for Veteran's Day; we should find another date so people could plan around this change. Without further discussion the motion passed.

Executive Session: None

Adjourn:

Motion: A motion to adjourn the health board meeting was made by Chris Hook and seconded by Evan Howe. The motion passed and the meeting was adjourned at 6:51 pm.

Approved:

Louise Frederick, President

Date

Joan Seidel, Secretary

Date



KENT CITY HEALTH DEPARTMENT STATISTICAL REPORT 2025

HEALTH DEPT. \$ COLLECTED		February	YTD 2025	Feb-24	YTD 2024
Vital Statistics	\$	21,498.00	\$ 42,522.00	\$ 22,721.68	\$ 41,720.68
Retail Food Establishments	\$	16,280.00	\$ 16,280.00	\$ 15,415.00	\$ 15,415.00
Food Service Operations	\$	62,887.04	\$ 63,997.04	\$ 65,777.04	\$ 66,107.04
Recreational Water- Pools & Spas	\$	-	\$ -	\$ -	\$ -
Housing	\$	2,960.00	\$ 10,795.00	\$ 9,720.00	\$ 16,755.00
Body Art Establishments	\$	-	\$ 1,500.00	\$ -	\$ 1,350.00
Solid Waste Haulers	\$	-	\$ -	\$ -	\$ -
Tobacco Retail Establishments	\$	5,300.00	\$ 5,300.00	\$ 700.00	\$ 1,300.00
Trash Ticketing	\$	-	\$ -	\$ 50.00	\$ 50.00
Smoke-Free Investigation	\$	525.00	\$ 525.00	\$ -	\$ -
Nat'l Env. Health Assoc.- FDA Grant	\$	-	\$ -	\$ -	\$ -
Tobacco Use Grant	\$	-	\$ -	\$ -	\$ -
EPA Grant for Vector Control	\$	-	\$ -	\$ -	\$ -
COVID Grants	\$	-	\$ -	\$ -	\$ -
Workforce Development Grant	\$	-	\$ -	\$ 24,804.17	\$ 24,804.17
Healthy Eating & Active Living (HEAL) Grant	\$	-	\$ -	\$ 5,000.00	\$ 5,000.00
Falls-Staying Active & Independent (SAIL) Grant	\$	-	\$ -	\$ -	\$ -
Americorps (VISTA) Grant	\$	5,508.80	\$ 9,640.40	\$ 5,638.59	\$ 11,368.37
State Subsidies	\$	17,781.31	\$ 17,781.31	\$ -	\$ 10,707.56
Medicaid Administrative Claiming	\$	-	\$ 4,219.76	\$ -	\$ -
Nurse Clinic	\$	293.49	\$ 4,513.25	\$ -	\$ -
Miscellaneous:	Other	\$ -	\$ -	\$ 120.00	\$ 120.00
	Copy Fees	\$ 5.80	\$ 12.65	\$ 8.85	\$ 8.85
	Mailing Fees	\$ 219.30	\$ 393.60	\$ 240.80	\$ 451.30
	Overpayments	\$ -	\$ -	\$ -	\$ 1.50
TOTAL COLLECTED		\$ 133,258.74	\$ 177,480.01	\$ 150,196.13	\$ 195,159.47
TO STATE					
Vital Statistics	\$	-	\$ 29,138.16	\$ -	\$ 31,396.00
Burial Permit Fees	\$	135.00	\$ 135.00	\$ 115.00	\$ 287.50
Retail Food Establishments	\$	896.00	\$ 896.00	\$ 952.00	\$ 952.00
Food Service Operations	\$	2,768.00	\$ 2,796.00	\$ 3,088.00	\$ 3,088.00
Recreational Water- Pools & Spas	\$	-	\$ -	\$ -	\$ -
TOTAL	\$	3,799.00	\$ 32,965.16	\$ 4,155.00	\$ 35,723.50
TOTAL ASSETS		\$ 129,459.74	\$ 144,514.85	\$ 146,041.13	\$ 159,435.97

KENT CITY HEALTH DEPARTMENT STATISTICAL REPORT Continued

	February	YTD 2025	Feb-24	YTD 2024
PERMIT/License				
Retail Food Establishments	32	32	34	34
Food Service Operations	103	104	110	110
Food Service Operations- Vending	4	4	6	6
Recreational Water- Pools & Spas	0	0	0	0
Housing	19	36	10	28
Body Art Establishments	0	2	0	3
Solid Waste Haulers	0	0	0	0
Tobacco Retail Establishments	11	11	0	0
TOTAL	169	189	160	181

MOSQUITO CONTROL				
	Interns	Staff	Total	
Surveillance Hours	0.0	0.0	0.0	6.0
Larvicide Hours	0.0	0.0	0.0	6.0
Adulticide Hours	0.0	0.0	0.0	5.0
Office Hours	0.0	11.3	35.3	4.0
Sites Visited		0	0	0

COMPLAINTS				
	Received			
	Abated			
	13	18	21	31
	13	18	21	31

COMMUNICABLE DISEASE	67	114	111	220
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IMMUNIZATIONS- COVID		0	0	1	7
	Child	0	0	0	0
	Adult	0	0	1	7
IMMUNIZATIONS- INFLUENZA		0	0	1	3
	Child	0	0	0	0
	Adult	0	0	1	3
IMMUNIZATIONS- OTHER		0	0	0	0
	Child	0	0	0	0
	Adult	0	0	0	0

VITAL STATISTICS- Certified Copies Issued				
Birth Certificates	287	569	303	561
Death Certificates	602	1189	548	1073