



KENT CITY HEALTH BOARD MEETING  
Kent City Health Department  
201 E. Erie Street  
5:30 – 7:00 PM  
April 8, 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 (5 minutes)  
March 11, 2025
3. OPEN COMMENTS/GUEST COMMENTS (3 minutes per guest)
  - A. Jalessa Caples, Accreditation Coordinator
4. REPORTS (20 minutes)
  - A. Statistical Report for March 2025- Joan Seidel
  - B. Health Department Report for March 2025- Joan Seidel
5. DISCUSSION ITEMS
  - A. EO23 grant status
  - B. Epidemiology contract with Carroll County
  - C. Mission, Vision, Core Values
6. ACTION ITEMS (45 minutes)
  - A. Expenditures and Encumbrances March 2025
  - B. End contract for Epidemiology Service with Carroll County
  - C. Printing policy
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

Health Staff  
File  
News Media

Post



Kent City Health Department  
201 E Erie St. 2<sup>nd</sup> Floor  
Kent, Ohio 44240  
BOARD OF HEALTH MEETING MINUTES  
March 11, 2025



**Board Members Present**

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

**Absent**

Louise Frederick  
Dr. Angela DeJulius

**Staff Present**

Joan Seidel  
Linda Grimm  
Jalessa Caples

**Guest**

Marquice Seward

Melissa Zullo called to order the Kent City Health Board Meeting of March 11, 2025, at 5:34 pm.

Joan Seidel called the roll: *Melissa Zullo "here", Chris Hook "here", "Evan Howe "here", Michelle Frederick "here".*

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

**Motion:** A motion to approve the minutes from the February 11, 2025, meeting was made by Chris Hook and seconded by Michelle Frederick. Without further discussion, the motion passed.

**Guest Introduction-** Marquice Seward from Kent Social Services introduced herself to the board.

**Motion:** A motion to change the order of the agenda to accommodate Marquice Seward and the Memorandum of Understanding (MOU) regarding the Healthy Eating and Living (HEAL) grant collaborative moving up action item B to follow with open comments was made by Evan Howe and seconded by Chris Hook. With no objections, the motion passed.

**Open Comments/Guests Comments:**

Jalessa Caples explained the purpose of the MOU and working with Kent Social Services on HEAL grant activities. Marquice Seward commented that the MOU is beneficial and feels that it is needed to help the people they serve. Jalessa Caples mentioned that the grant, which will continue to promote healthier food choices this year, was extended through October 2025 and is now in its third year.

**Action Item B:**

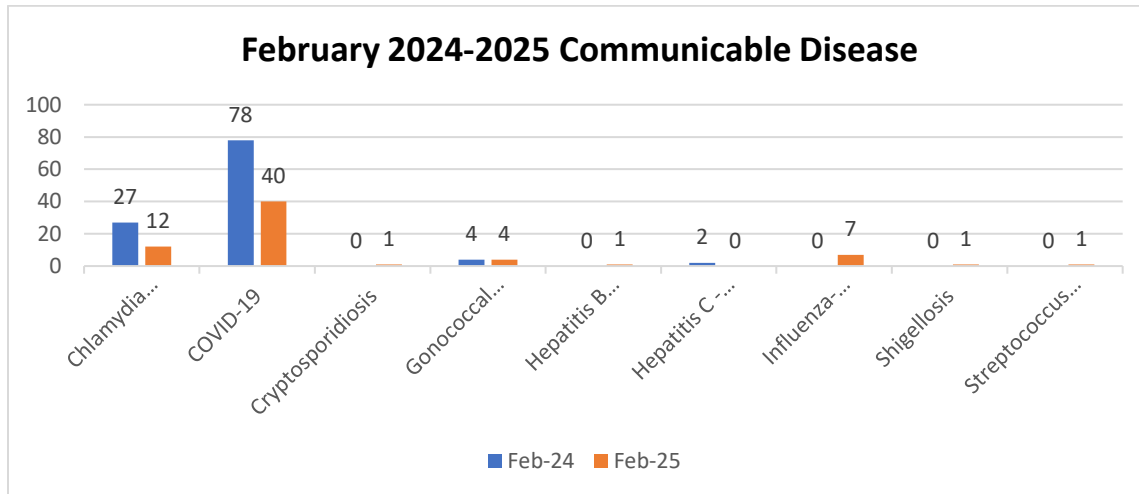
**Motion:** A motion to approve the MOU with Kent Social Services for the HEAL grant was made by Chris Hook and seconded by Evan Howe. Without further discussion, the motion passed.

Board member Kazeem Adewole was welcomed to the meeting upon his arrival at 5:47pm.

**Reports:**

- A. Statistical Report February 2025 – Joan Seidel commented that the amount collected for Tobacco Retail Establishments includes fines that were paid promptly by a retailer upon being suspended from selling tobacco products for non-compliance.
- B. Health Dept. Report for February 2025
  - 1. Nursing Report
    - a. Communicable Disease –
      - i. Flu decreasing, although Ohio remains “high” overall. 7 flu related hospitalizations- toddler to early 80s mix of vaccination status. 1<sup>st</sup> COVID death reported in Kent, we are reminded this is still a serious illness for some. The individual was admitted to the hospital after diagnosis. ACIP had already recommended a second mRNA COVID vaccine in 2024 for those over 65 years of age. COVID cases are decreasing. ODH notified us of increasing amount of RSV in wastewater monitoring samples. A social media post was created.
      - ii. Streptococcus pneumoniae identified from resident in SNF, multidrug resistant and treated successfully.
      - iii. One Shigellosis, unable to determine source no risk factors.
      - iv. At least three pediatric influenza related deaths noted in Ohio. We remember that numbers and data are reflective of a family’s loss and pain.
      - v. Influenza vaccine efficacy this season noted to be between 36-54%. One strain that was spreading is very hard to target with vaccine.
      - vi. Nationally, influenza is causing increased cases of a related complication encephalopathy and has attributed to some pediatric flu deaths.
      - vii. Concern for cancellation of VRBPAC meeting regarding 2025-26 flu strain selection. Flu vaccine will be available in the Fall, FDA will follow World Health Organization’s selection. Problems with potential decreased transparency with the selection process which have always been fully described in the meeting and published. Also, it may affect insurance coverage for flu vaccine which could have a big impact.
    - b. Community Outreach –
      - i. Attended Kent Lion’s Pancake breakfast 3/2/25, good attendance although down from prior years.
      - ii. Will attend NEOMED Body and Beyond Health Fair 3/15/25.
      - iii. Pop-up food pantry held 2/26/25. 50 bags in total distributed. Next one scheduled for 03/26/25.
      - iv. Louise Frederick, Board President presented to the students at Dave Elementary School 3/4/25 on the work of the Board.
      - v. Bridge Church in Kent reached out to us for volunteer opportunities exploring those possibilities.
  - 2. Environmental
    - a. Food Service Organizations –
      - i. One complaint received from a resident concerned about poisoning from bottled water purchased at an FSO who went to the ED with extreme drowsiness, the toxicology screen was negative. FSO was inspected and monitored for other complaints. Water manufacturer notified.
      - ii. Kent Health Care Center changed hands and is now Majestic. Issues with plumbing, no hot water in the kitchen when laundry is being done, and laundry is persistent. Justin suggested they have separate water systems. They had put in an insta hot water heater to address this problem in the past but evidently the fix did not work due to the need for the washers and dish machine. He went ahead and licensed the kitchen even though these are critical issues so they would not be operating without a license due to their waiting until the late in the period. They have agreed to time laundry outside of meal prep times. He will go back to

- verify action was taken and systems are working as anticipated. Discussed the need for urgency in completing and resolving these issues since this is a vulnerable population.
- iii. Sewage back up into a business basement, determined to be from an FSO. This has been a continually problem prone facility which has of late been improving. Sent a letter of needed actions to the FSO. Staff are working on this event. Will return to check.
- b. Housing –
    - i. KPD reported concern a resident who may not have plumbing; neighbor complained that resident was defecating off the back deck. Some behavioral health concerns, failure to appear for a court hearing, arrest warrant issued. Staff investigated could not make contact. Hole noted in living room floor that is a concern for trip and fall hazard, multiple beer cases seen. Contact made with partner reported complex issues. APS will attempt to reach. Called Building Division who will site on outside concerns such as no vents in roof soffit but are not able to go in without invitation to look at structural integrity.
  - c. Recreational Water and Campgrounds – No updates.
  - d. Body Art –
    - i. State requesting experts for updates on body code, 5 open positions. AOHC would like at least 2 health commissioners to volunteer to have input.
  - e. Smoke Free Workplace –
    - i. Staff attended an ODH sponsored meeting.
  - f. Solid Waste and Water Quality-
    - i. Booms were removed by the tributary to Breakneck Creek from the transformer accident but sheen still on the water, called the OEPA and they placed new booms to collect any lingering oil.
    - ii. Complaints of large and small trash items on Stinaff St. Property owner attempting to clean up after tenants moved out, dumpster on site. Mattress and other large items are gone but still a large amount of loose trash on tree lawn.
3. Vital Statistics – New go live date for State program April 1, 2025, is for birth records only.
4. Grants –
- a. EPA – No updates, 2 interns interested have not heard about award.
  - b. EO23 – No updates.
  - c. WFD – Concern for \$10,000.00 linked to DEI education which is earmarked from this grant.
  - d. HEAL – No further updates.
  - e. TOBACCO – Provided update to Council Committee on TRL program.
  - f. FDA – Notified of a \$19,000.00 grant from the work of this program. 10K in consideration to go toward Tyler Technologies for the new EH licensing software and 9K for intern if the EPA grant is not awarded.
  - g. Americorps VISTAs – Restructuring ongoing and positions held up due to funding.
5. Accreditation – Jalessa Caples provided an update reporting work with the annual report is going well.
6. Other –
- a. Concerned for US Senate budget resolution which aims to cut 880 billion dollars from Energy and Commerce, the biggest department under that is Medicare and Medicaid. 220 million designated to be cut from the agriculture committee which SNAP falls under. Depending on how deep any Medicaid cuts go it could automatically unenroll SNAP clients as well. The amounts designated are binding. Final voting in Senate and then House votes will be important. Many non-government Employers are also announcing cutbacks and layoffs. Less safety net to assist people get back on their feet with a poor job market.



### 2024/2025 February Communicable Disease

| Communicable Diseases                                    | Feb-24     | Feb-25    | Total      |
|----------------------------------------------------------|------------|-----------|------------|
| Chlamydia infection                                      | 27         | 12        | 39         |
| COVID-19                                                 | 78         | 40        | 118        |
| Cryptosporidiosis                                        | 0          | 1         | 1          |
| Gonococcal infection                                     | 4          | 4         | 8          |
| Hepatitis B (including delta) - chronic                  | 0          | 1         | 1          |
| Hepatitis C - chronic                                    | 2          | 0         | 2          |
| Influenza-associated hospitalization                     | 0          | 7         | 7          |
| Shigellosis                                              | 0          | 1         | 1          |
| Streptococcus pneumoniae - invasive antibiotic resistant | 0          | 1         | 1          |
| <b>Total</b>                                             | <b>111</b> | <b>67</b> | <b>178</b> |

### Discussion Items:

Jalessa Caples discussed her excitement working to acquire the Cribs for Kids® program through Akron Children's Hospital which is subject to eligibility & grant funding requirements; reporting that our county offers it at Portage Co. Health Dept., but she feels there is a need to assist families in Kent.

Cribs for Kids® Hold Harmless Agreement

**Motion:** A motion to approve the agreement was made by Chris Hook and seconded by Evan Howe. Without further discussion the motion passed.

**Action Items:**

A.

| <b>Expenditures and Encumbrances January 2025</b> |                                       |                                               | *Indicates Blanket PO | Notes               |
|---------------------------------------------------|---------------------------------------|-----------------------------------------------|-----------------------|---------------------|
| 1/2/2025                                          | Angela DeJulius, MD                   | Medical Director                              | * \$10,000.00         | (Increased 1/29/25) |
| 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 | * \$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              |                     |

**Expenditures and Encumbrances February 2025**

|           |                              |                                          |            |
|-----------|------------------------------|------------------------------------------|------------|
| 2/3/2025  | Ohio Division of Real Estate | Burial Permit Fees Jan 2025              | \$140.00   |
| 2/3/2025  | Treasurer, State of Ohio     | FSO Transmittal Fees Jan 2025            | \$28.00    |
| 2/6/2025  | Ace of Kent                  | Toilet Plungers                          | \$35.98    |
| 2/19/2025 | Star Printing                | Solid Waste Collection Decals            | \$440.00   |
| 2/25/2025 | Hometown Bank Card           | 100 USPS Priority Mail Prepaid Envelopes | \$1,010.00 |
| 2/28/2025 | Billow Company               | Indigent Cremation 2025-1                | \$1,000.00 |

**Motion:** A motion to approve the expenditures and encumbrances for January 2025 and February 2025 was made by Evan Howe and seconded by Chris Hook. Discussion to have each January's Submission clearly delineated by Encumbrances and then Expenditures that are both then chronologic for ease in reading, the motion passed.

**Motion:** A motion to adjourn the health board meeting was made by Chris Hook and seconded by Kazeem Adewole. The motion passed and the meeting was adjourned at 6:21 pm.

Joan Seidel, Secretary Date



# KENT CITY HEALTH DEPARTMENT STATISTICAL REPORT 2025

| HEALTH DEPT. \$ COLLECTED                       |           | March            | YTD 2025             | Mar-24              | YTD 2024             |
|-------------------------------------------------|-----------|------------------|----------------------|---------------------|----------------------|
| Vital Statistics                                | \$        | 19,860.00        | \$ 62,382.00         | \$ 19,343.00        | \$ 61,063.68         |
| Retail Food Establishments                      | \$        | 2,240.00         | \$ 18,520.00         | \$ 4,412.50         | \$ 19,827.50         |
| Food Service Operations                         | \$        | 20,126.02        | \$ 84,123.06         | \$ 11,321.34        | \$ 77,428.38         |
| Recreational Water- Pools & Spas                | \$        | -                | \$ -                 | \$ -                | \$ -                 |
| Housing                                         | \$        | 7,597.50         | \$ 18,392.50         | \$ 8,096.25         | \$ 24,851.25         |
| Body Art Establishments                         | \$        | -                | \$ 1,500.00          | \$ -                | \$ 1,350.00          |
| Solid Waste Haulers                             | \$        | -                | \$ -                 | \$ -                | \$ -                 |
| Tobacco Retail Establishments                   | \$        | 4,320.00         | \$ 9,620.00          | \$ 300.00           | \$ 1,600.00          |
| Trash Ticketing                                 | \$        | -                | \$ -                 | \$ 120.00           | \$ 170.00            |
| Smoke-Free Investigation                        | \$        | -                | \$ 525.00            | \$ -                | \$ -                 |
| Nat'l Env. Health Assoc.- FDA Grant             | \$        | 19,000.00        | \$ 19,000.00         | \$ 5,000.00         | \$ 5,000.00          |
| Tobacco Use Grant                               | \$        | -                | \$ -                 | \$ -                | \$ -                 |
| EPA Grant for Vector Control                    | \$        | -                | \$ -                 | \$ -                | \$ -                 |
| COVID Grants                                    | \$        | -                | \$ -                 | \$ -                | \$ -                 |
| Workforce Development Grant                     | \$        | -                | \$ -                 | \$ -                | \$ 24,804.17         |
| Healthy Eating & Active Living (HEAL) Grant     | \$        | -                | \$ -                 | \$ -                | \$ 5,000.00          |
| Falls-Staying Active & Independent (SAIL) Grant | \$        | -                | \$ -                 | \$ -                | \$ -                 |
| Americorps (VISTA) Grant                        | \$        | 6,886.00         | \$ 16,526.40         | \$ -                | \$ 11,368.37         |
| State Subsidies                                 | \$        | -                | \$ 17,781.31         | \$ -                | \$ 10,707.56         |
| Medicaid Administrative Claiming                | \$        | 4,114.86         | \$ 8,628.11          | \$ -                | \$ -                 |
| Nurse Clinic                                    | \$        | 170.27           | \$ 4,390.03          | \$ -                | \$ -                 |
| Miscellaneous:                                  |           |                  |                      |                     |                      |
| Other                                           | \$        | -                | \$ -                 | \$ -                | \$ 120.00            |
| Copy Fees                                       | \$        | 6.50             | \$ 19.15             | \$ 4.30             | \$ 4.30              |
| Mailing Fees                                    | \$        | 263.40           | \$ 657.00            | \$ 269.40           | \$ 720.70            |
| Overpayments                                    | \$        | -                | \$ -                 | \$ -                | \$ 1.50              |
|                                                 |           |                  | \$ -                 |                     |                      |
| <b>TOTAL COLLECTED</b>                          | <b>\$</b> | <b>84,584.55</b> | <b>\$ 262,064.56</b> | <b>\$ 48,866.79</b> | <b>\$ 244,017.41</b> |
| <b>TO STATE</b>                                 |           |                  |                      |                     |                      |
| Vital Statistics                                | \$        | -                | \$ 29,138.16         | \$ -                | \$ 31,396.00         |
| Burial Permit Fees                              | \$        | 130.00           | \$ 265.00            | \$ 102.50           | \$ 390.00            |
| Retail Food Establishments                      | \$        | 140.00           | \$ 1,036.00          | \$ 280.00           | \$ 1,232.00          |
| Food Service Operations                         | \$        | 992.00           | \$ 3,788.00          | \$ 566.00           | \$ 3,654.00          |
| Recreational Water- Pools & Spas                | \$        | -                | \$ -                 | \$ -                | \$ -                 |
| <b>TOTAL</b>                                    | <b>\$</b> | <b>1,262.00</b>  | <b>\$ 34,227.16</b>  | <b>\$ 948.50</b>    | <b>\$ 36,672.00</b>  |
| <b>TOTAL ASSETS</b>                             | <b>\$</b> | <b>83,322.55</b> | <b>\$ 227,837.40</b> | <b>\$ 47,918.29</b> | <b>\$ 207,345.41</b> |

# KENT CITY HEALTH DEPARTMENT STATISTICAL REPORT Continued

|                                  | March     | YTD 2025   | Mar-24    | YTD 2024   |
|----------------------------------|-----------|------------|-----------|------------|
| <b>PERMIT/License</b>            |           |            |           |            |
| Retail Food Establishments       | 5         | 37         | 10        | 44         |
| Food Service Operations          | 36        | 140        | 20        | 130        |
| Food Service Operations- Vending | 2         | 6          | 1         | 7          |
| Recreational Water- Pools & Spas | 0         | 0          | 0         | 0          |
| Housing                          | 31        | 67         | 34        | 62         |
| Body Art Establishments          | 0         | 2          | 0         | 3          |
| Solid Waste Haulers              | 0         | 0          | 0         | 0          |
| Tobacco Retail Establishments    | 9         | 20         | 0         | 0          |
| <b>TOTAL</b>                     | <b>83</b> | <b>272</b> | <b>65</b> | <b>246</b> |

## MOSQUITO CONTROL

|                    | Interns | Staff | Total |      |      |
|--------------------|---------|-------|-------|------|------|
| Surveillance Hours | 0.0     | 0.0   | 0.0   | 7.0  | 13.0 |
| Larvicide Hours    | 0.0     | 0.0   | 0.0   | 6.0  | 12.0 |
| Adulticide Hours   | 0.0     | 0.0   | 0.0   | 4.0  | 9.0  |
| Office Hours       | 0.0     | 0.0   | 35.3  | 13.0 | 17.0 |
| Sites Visited      |         | 0     | 0     | 0    | 0    |

## COMPLAINTS

|          |   |    |    |    |
|----------|---|----|----|----|
| Received | 6 | 24 | 14 | 45 |
| Abated   | 6 | 24 | 14 | 45 |

## COMMUNICABLE DISEASE

|    |     |    |     |
|----|-----|----|-----|
| 21 | 135 | 54 | 274 |
|----|-----|----|-----|

## IMMUNIZATIONS- COVID

|       |   |   |   |
|-------|---|---|---|
| 0     | 0 | 0 | 7 |
| Child | 0 | 0 | 0 |
| Adult | 0 | 0 | 7 |

## IMMUNIZATIONS- INFLUENZA

|       |   |   |   |
|-------|---|---|---|
| 3     | 3 | 0 | 3 |
| Child | 3 | 0 | 0 |
| Adult | 0 | 0 | 3 |

## IMMUNIZATIONS- OTHER

|       |   |   |   |
|-------|---|---|---|
| 0     | 0 | 0 | 0 |
| Child | 0 | 0 | 0 |
| Adult | 0 | 0 | 0 |

## VITAL STATISTICS- Certified Copies Issued

|                    |     |      |     |      |
|--------------------|-----|------|-----|------|
| Birth Certificates | 286 | 855  | 337 | 898  |
| Death Certificates | 453 | 1642 | 463 | 1536 |