



KENT CITY HEALTH BOARD MEETING
Kent City Health Department
201 E. Erie Street
5:30 – 7:00 PM
June 9th, 2026



MISSION: Healthy people, Thriving Community, and a Safe Environment.

AGENDA

1. ROLL CALL (1 minute)
2. MINUTES APPROVAL (5 minutes)
3. OPEN COMMENTS/GUEST COMMENTS (3 minutes per guest)
 - Angela DeJulius
4. REPORTS (20 minutes)
 - A. Statistical Report for May – Jalessa Caples
 - B. Health Department Report for May – Jalessa Caples
5. DISCUSSION ITEMS
 - A. Epi Services
6. ACTION ITEMS (15 minutes)
 - A. Authorize Interim Health Commissioner to sign Renewal of MOU with AxessPointe for Harm Reduction Program
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
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News Media

Post



Kent City Health Department
201 E Erie St. 2nd Floor
Kent, Ohio 44240
BOARD OF HEALTH MEETING MINUTES
May 12, 2026



Board Members Present

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

Absent

Guests
Moe Miqdadi

Staff Present

Jalessa Caples
Ashley Beavers

Louise Frederick called to order the Kent City Health Board Meeting of May 12, 2026, at 1732 pm. Louise Frederick called the roll: *Chris Hook "here", Melissa Zullo "here", Evan Howe "here," Lyndsay Nowak "here", Michelle Frederick "here"*.

Motion: A motion to approve the minutes from the February 10, 2026, meeting as read was made by Evan Howe and seconded by Melissa Zullo. The motion passed.

Open Comments: Introductions were shared.

- Moe Miqdadi shared he would like to begin the appeal process for a tobacco license at 1108 South Water Street.

Reports:

- A. Statistical Reports for February, March and April 2026 – no discussion
- B. Health Dept. Report for February, March and April 2026 given by Jalessa Caples
 1. Nursing Report
 - i. Communicable Disease – Sara noted COVID numbers next year may be much lower due to changes in reporting.
 - ii. Suspect Varicella case.
 - iii. Confirmed case of *Neisseria meningitis*.
 - iv. Valley Fever in young Kent resident.
 - v. Several hospitalized flu cases between February and March.
 - vi. Sara and Joan returned to Majestic to discuss wound care.
 - vii. There was an uptick in requests for COVID tests, we are very low on what we have remaining, and the state will no longer be giving those out.
 2. Community Outreach –
 - i. KSU Health Fair at Recreation and Wellness Center

- ii. KSU job fair for College of PH
- iii. KSU CoPH Day of Giving at Kentway – Bingo
- iv. Skeels Health Fair
- v. NAACP/CAC Health Fair United Church of Christ
- vi. Pop-Up Pantry discontinued until fall
 - a) Continuing to give out carts to the community.

3. Environmental

- i. Food Service Organizations –
 - a) All FSO license fees were collected by 3/16/26.
 - b) Kyle is working with Tyler for license program.
 - c) Grazers went out of business, new prospects Good Golly and Totally 80s Ice Cream.
 - d) Majestic working with REHS and Building to correct multiple issues.
 - e) House Bill 134 authorizes home kitchen registration for sale of certain foods, passed by Ohio House, now working through the Ohio Senate, this could be a significant risk to the public.
 - f) Possible food fees increased, changes from the state. We may need to increase our fees due to the state's increase.

4. Housing –

- i. Villages of Franklin Crossing have a significant outstanding debt to the city for the water bill. There is a plan worked out with the City Manager, legal CD for possible eviction but does not appear to be required at this time. Jason will not inspect them for a license until they pay fees.
- ii. March 11th Eric was citing a rental for trash and noticed a dangerous tree. Arrangements were made for the tree to be taken down the next day however; it fell overnight onto the house. It was spring break and students were not home, so no tenant was injured.

5. Recreational Water and Campgrounds

- i. Windchimes confirmed they would not be opening their pool this season but paid for the license which then requires an inspection.

6. Body Art – No updates

7. Smoke Free Workplace – No updates

8. Solid Water and Water Quality – No updates

9. Vector Control – looking into how to continue program because grant funding has been denied. Not identified as a current EH priority.

10. Nuisance Complaints – No updates

11. Vital Statistics –

- i. Summit County dropped fees to \$22.

12. Grants –

- i. FDA – we were awarded \$10,000 to continue work on this grant. Taking FDA grant to City Council this month.
- ii. AmeriCorps VISTAs – AmeriCorps changed hour requirements. We lost one intern who could not commit to the time. Lanika has been working to find a replacement.
- iii. Rural Health Transformation (RHT) grants will be opening at the state level.
- iv. Denial of Mosquito grant.
- v. WFD grant has possible funds coming soon, looking at budget revisions.

13. Accreditation –

- i. Jalessa submitted annual report to PHAB
- ii. Pausing accreditation documentation. PHAB documents will require a new format.

14. Other –

- i. Ryan Schakleford from PC EMA sent a document for damages from the 3/13-16/2026 high windstorms. No damage to our routes or building was noted. Also, Portage County Hazard Mitigation Plan presented to Council Committee 4/1/26. Preparedness and recovery are often overlooked and underestimated as needs to be addressed. Reminder as a part of our 5-year strategic plan we included education to the community on these topics.
- ii. Ban of intoxicating Hemp, TBD and CBD products went into effect March 20th. There is a one-year delay with the Federal hemp ban.

Discussion:

A. Pop Up Pantry

- a. Looking at other options of how to improve the pantry
 - i. Melissa Zullo offered to get information from Mobile Flashes.
 - ii. United Way will be contacted.
 - iii. Looking at finding a calendar of other pantries to offer a better time for ours.

B. Proposed increase in AOHC dues

- a. Needs planned into future budgets.
- b. Could possibly double.

C. Mosquito Grant

- a. Concerning that this is a vital service to the community.
- b. Needs to be brought to City Council to see if we can somehow get it funded.

D. Moving July Board Meeting

- a. Will discuss with board members a possible better date and will coordinate accordingly.

E. Triad of Leadership

- a. Possible contract with other Health Departments.
- b. Look into webinars for Board Members to do for continuing education.

c. Look at how this and bylaws can be more cohesive.

Action Items:

A. February, March and April 2026 Expenditures and Encumbrances

Expenditures - February 2026			
2/2/2026	Ohio Division of Real Estate	Burial Permit Fees January 2026	\$1,368.00
2/2/2026	Ace of Kent	Cleaning Supplies	\$39.15
2/2/2026	Ace of Kent	Insect Repellent, Drano	\$59.34
2/12/2026	Precision Monogramming	AFSCME Article 38.03 Shirt Allowance Heather Harouff	\$251.59
2/16/2026	Staples	Envelopes for Licences	\$130.19
2/19/2026	Sanofi	Vaccine - MMR	\$1,185.78
Expenditures - March 2026			
3/2/2026	Ohio Division of Real Estate	Burial Permit Fees February 2026	\$969.00
3/5/2026	Amazon	Batteries, Envelopes, Binder Clips, Envelope Moistener	\$69.20
3/17/2026	Cleveland Psychological Testing	Psychological Testing	\$28.00
3/18/2026	Amazon	Soap; Soap Refills	\$150.15
3/18/2026	Treasurer, State of Ohio/Dept of Health	FSO Transmittal Fees December 2025	\$28.00
3/18/2026	Treasurer, State of Ohio/Dept of Health	FSO Transmittal Fees January 2026	\$560.00
3/18/2026	Treasurer, State of Ohio/Dept of Health	FSO Transmittal Fees February 2026	\$2,140.00
3/18/2026	Treasurer, State of Ohio/Dept of Health	RFE Transmittal December 2025	\$28.00
3/18/2026	Treasurer, State of Ohio/Dept of Agriculture	RFE Transmittal January 2026	\$140.00
3/18/2026	Treasurer, State of Ohio/Dept of Agriculture	RFE Transmittal February 2026	\$672.00
3/19/2026	Ohio Health Combined Conference	Ohio Public Health Conference Registration - Jalessa Caples	\$250.00
3/20/2026	Public Health Accreditation Board	Annual Accreditation Services Fee	\$5,600.00
3/26/2026	Hometown Bank	ServSafe Online Course	\$212.50
Expenditures - April 2026			
4/7/2026	Public Health Combined Conference	Ohio Public Health Conference Registration for Angela DeJulius	\$250.00
4/7/2026	Ohio Division of Real Estate	Burial Permit Fees March 2026	\$1,026.00
4/7/2026	Treasurer, State of Ohio/Dept of Health	FSO Transmittal Fees March 2026	\$1,120.00
4/7/2026	Treasurer, State of Ohio/Dept of Agriculture	RFE Transmittal Fees March 2026	\$112.00
4/7/2026	Amazon	HP LaserJet M507 Printer Toner	\$344.52
4/16/2026	Amazon	Printable Address Labels	\$48.42
4/20/2026	Treasurer, State of Ohio	Vital Statistics Fees Jan-Mar 2026	\$31,449.44
4/21/2026	Amazon	Copy Paper	\$199.56
4/29/2026	Amazon	Printable Business Cards	\$108.72
4/29/2026	Amazon	Laminating Paper	\$35.14
4/30/2026	Hometown Bank	Hotel for Jalessa Caples for OPHCC	\$188.57

Motion: A motion to approve the expenditures for February, March and April 2026 was made by Lyndsay Nowak and a second by Melissa Zullo. The motion passed.

Motion: A motion to approve the voting of Board of Health President and Vice President was made by Chris Hook and a second by Evan Howe. The motion passed.

Motion: A motion to approve the revised Board of Health Bylaws was made by Evan Howe and a second by Chris Hook. The motion passed.

Motion: A motion to approve Hope Jones to review Administrative Code and Board of Health Bylaws was made by Chris Hook and a second by Evan Howe. The motion passed.

Motion: A motion to approve Jalessa Caples to take over financials of the Work Force Development Grant was made by Evan Howe and a second by Michelle Frederick. The motion passed.

Motion: A motion to approve Joan Seidel’s retirement was made by Lyndsay Nowak and a second by Melissa Zullo. The motion passed.

Motion: A motion to approve Jalessa Caples as Interim Health Commissioner was made by Evan Howe and a second by Melissa Zullo. The motion passed.

Motion: A motion to approve Jalessa Caples, Interim Health Commissioner and Kyle Kelly, Sanitarian to be representative and alternate for the Public Entities Pool of Ohio (PEP) was made by Evan Howe and a second by Michelle Frederick. The motion passed.

Motion: A motion to approve Interim Health Commissioners Compensation memo and Status form for Jalessa Caples was made by Evan Howe and a second by Chris Hook. The motion passed.

Motion: A motion was made by Chris Hook to move into executive session to consider personnel matters and was seconded by Melissa Zullo. Evan Howe asked to be excused from executive sessions. With no objections, the business meeting closed at 1849 and executive session was entered. The motion passed.

Motion: A motion to reconvene regular meeting was made by Melissa Zullo, second by Lindsay Nowak at 1916. Roll call vote, all in favor: Chris Hook, Louise Frederick, Melissa Zullo, Michelle Frederick, and Lindsay Nowak. The motion passed.

Motion: A motion to approve the updated job description and proceed with the hiring process for the position of Health Commissioner was made by Melissa Zullo, second by Lindsay Nowak. The motion passed.

At 1917 a motion to end executive session was made by Chris Hook and a second by Michelle Frederick. Roll call vote to leave executive session: *Michelle Frederick “YES”, Melissa Zullo “YES”, Chris Hook “YES”, Lyndsay Nowak “YES”*. With no objections, executive session closed.

Approved:

Louise Frederick, President

Date

Jalessa Caples, Secretary

Date



KENT CITY HEALTH DEPARTMENT STATISTICAL REPORT 2026

HEALTH DEPT. \$ COLLECTED	May-26	YTD 2026	May-25	YTD 2025
Vital Statistics	\$ 16,894.65	\$ 87,925.83	\$ 29,805.00	\$ 138,201.00
Retail Food Establishments	\$ -	\$ 16,720.00	\$ 180.00	\$ 20,323.50
Food Service Operations	\$ 3,746.93	\$ 98,703.03	\$ 2,230.00	\$ 90,098.06
Recreational Water- Pools & Spas	\$ 2,252.50	\$ 11,497.50	\$ 1,360.00	\$ 11,890.00
Housing	\$ 13,800.00	\$ 35,600.00	\$ 13,552.00	\$ 36,509.50
Body Art Establishments	\$ -	\$ -	\$ -	\$ 1,500.00
Solid Waste Haulers	\$ 350.00	\$ 350.00	\$ 600.00	\$ 950.00
Tobacco Retail Establishments	\$ -	\$ 7,400.00	\$ 2,840.00	\$ 13,340.00
Trash Ticketing	\$ 150.00	\$ 430.00	\$ 20.00	\$ 90.00
Smoke-Free Investigation	\$ -	\$ -	\$ -	\$ 525.00
Nat'l Env. Health Assoc.- FDA Grant	\$ -	\$ -	\$ -	\$ 19,000.00
Tobacco Use Grant	\$ -	\$ -	\$ -	\$ 21,400.00
EPA Grant for Vector Control	\$ -	\$ -	\$ -	\$ -
Workforce Development Grant	\$ -	\$ -	\$ -	\$ -
Healthy Eating & Active Living (HEAL) Grant	\$ -	\$ 3,750.00	\$ -	\$ 3,750.00
Americorps (VISTA) Grant	\$ -	\$ -	\$ 5,451.97	\$ 27,487.17
State Subsidies	\$ -	\$ 15,412.99	\$ -	\$ 17,781.31
Medicaid Administrative Claiming	\$ -	\$ -	\$ 7,668.34	\$ 16,002.96
Nurse Clinic	\$ 569.12	\$ 2,157.82	\$ 121.83	\$ 3,408.92
Miscellaneous:				
Other	\$ -	\$ 20.00	\$ -	\$ -
Copy Fees	\$ -	\$ 1.00	\$ 6.00	\$ 31.00
Mailing Fees	\$ 272.00	\$ 814.95	\$ 810.00	\$ 3,903.00
Overpayment/NSF Fees	\$ -	\$ 33.67	\$ -	\$ -
TOTAL COLLECTED	\$ 38,035.20	\$ 280,816.79	\$ 64,645.14	\$ 501,191.42
TO STATE				
Vital Statistics	\$ 3,355.87	\$ 69,764.00	\$ -	\$ 62,498.08
Burial Permit Fees	\$ 845.50	\$ 5,025.50	\$ 97.50	\$ 502.50
Retail Food Establishments	\$ -	\$ 896.00	\$ -	\$ 1,092.00
Food Service Operations	\$ 186.00	\$ 4,146.00	\$ 84.00	\$ 4,012.00
Recreational Water- Pools & Spas	\$ 215.00	\$ 1,260.00	\$ 160.00	\$ 1,340.00
TOTAL	\$ 4,602.37	\$ 81,091.50	\$ 341.50	\$ 69,444.58
TOTAL ASSETS	\$ 33,432.83	\$ 199,725.29	\$ 64,303.64	\$ 431,746.84

KENT CITY HEALTH DEPARTMENT STATISTICAL REPORT Continued

	May-26	YTD 2026	May-25	YTD 2025
PERMIT/License				
Retail Food Establishments	0	31	1	40
Food Service Operations	0	130	6	151

Food Service Operations- Vending	0	2	0	6
Recreational Water- Pools & Spas	0	14	2	17
Housing	35	116	30	111
Body Art Establishments	0	0	0	2
Solid Waste Haulers	1	1	12	19
Tobacco Retail Establishments	0	16	2	24

TOTAL **36** **310** **53** **370**

MOSQUITO CONTROL *(Information was not available at time of report.)*

	Intern	Staff	Total		
Surveillance Hours	0.0	0.0	0.0	50.0	50.0
Larvicide Hours	0.0	0.0	0.0	35.0	35.0
Adulticide Hours	0.0	0.0	0.0	3.0	3.0
Office Hours	0.0	0.0	0.0	0.0	39.3
Sites Visited		0	0	36	36

COMPLAINTS

Received	5	48	13	55
Abated	5	48	13	55

COMMUNICABLE DISEASE 17 54 17 176

IMMUNIZATIONS- COVID 0 0 0 0

Child	0	0	0	0
Adult	0	0	0	0

IMMUNIZATIONS- INFLUENZA 0 5 0 3

Child	0	0	0	3
Adult	0	5	0	0

IMMUNIZATIONS- OTHER 0 5 0 0

Child	0	0	0	0
Adult	0	5	0	0

VITAL STATISTICS- Certified Copies Issued

Birth Certificates	401	1936	749	2774
Death Certificates	471	2031	486	2811



Mission: Healthy people, Thriving Community, and a Safe Environment.

June Health Commissioner Report

June 9th, 2026

1. Nursing Report
 - a. Communicable Disease – no vaccines given for the month of May

2. Community Outreach –
 - a. Lanika was about to secure some diapers from the Heart of Ohio Diaper Bank in Canton. With plans to distribute them to the community, has even had one referral from the Diaper Bank for someone in our community
 - b. 5/30/26 two VISTAs attended PMHA resource fair
 - c. 6/20/26 plan on attending Historic Southend Juneteenth Block Party
 - d. 5/27/26 food pantry occurred. 20 boxes were provided by KSU, and 20 were given out to the public
 - Waiting to hear back from KSU in July to discuss continuing into the fall
 - e. Not planning on tabling the Heritage Fest this year due to low staffing and it being a weekday holiday that staff are off work (7/3/26)

3. Environmental

- Summer is the business time of year for Environmental Health Staff
 - Swimming pool inspections
 - Food truck festivals (Heritage fest, Craft beer, Art & Wine, Dog Days, etc.)
 - Increased Housing Inspections
 - Dog Bites
 - Mosquito Control
 - Trash Complaints and Trash Truck Inspections
- EH has been short staffed since November (33% of staff)
 - Short staffing updates:
 - Mosquito control will have to be scaled back significantly
 - Less thorough inspections
 - Less quantity of inspections
 - a. 38 less FSO inspections in March 2026 compared to 2025
 - b. 31 less FSO inspections in April 2026 compared to 2025
 - Complaint response time has been delayed
 - Cancelled Servesafe Class
 - a. Loss of about \$2,000 annual revenue
 - b. This service better educates restaurant staff, leading to fewer foodborne illnesses and outbreaks
 - Delay in roll out of CPU inspection program (Tyler)
 - Exploring options for short staffing dilemma
 - a. Attempted to hire a part time summer REHS through OPHA
 - b. Didn't work out due to contractor not communicating with OPHA staff
 - Concerns about EH staff being able to support PHAB efforts and documentation collection/creation due to short staffing
- e. Smoke Free Workplace – Looking at pausing the program due to lack of EH staff and time to complete complaint inspections, along with low revenue brought in by the program
 - About 4 complaints per year yielding around \$400
 - Temporarily give back to the state, can retake program at any time once staffing is stable

- f. Solid Waste and Water Quality – House on Sunnybrook has a failing septic system will work with PCHD through established contact.
 - g. Vector Control – No spraying will be happening this year due to lack of larvicide, decrease the number of traps to 1/3 of previous years
 - Lack of funding & staffing to complete tasks
 - Counting and sorting of specimens will be completed by a Walsh PhD student
 - h. Nuisance complaints- no updates.
4. Vital Statistics – no updates
5. Grants –
- a. Looking at applying for the Portage Foundation Grant to be able to purchase more carts for the community. Influx of people coming to the health department just for carts, looking at new ways of distribution.
6. Accreditation –
- a. 5/21/26 attended a PHAB webinar: Preparing Accredited Health Departments for the PHAB Refreshed Standards & Measures (2026) Transition. Discussed additional training and tools available to help with transition to new standards and measures
 - b. 6/23/26 will be attending PHAB webinar: Refreshed Standards & Measures Informational Webinar
7. Other –
- a. Current AOHC fees: \$1,370

Kent City Health Department

Communicable Disease Report: May 2026

Comparison Period: May 2025 and May 2026 | Data Source: ODH Ohio Disease Reporting System

Executive Summary

- A total of 18 reportable communicable disease cases were recorded for Kent City in May 2026, compared with 16 cases in May 2025. This represents an increase of 2 cases, or 12.5%.
- The May 2026 increase occurred despite the absence of COVID-19 cases in the May 2026 file; seven COVID-19 cases were reported in May 2025.
- Chlamydia infection remained the most frequently reported condition in May 2026, accounting for 12 of 18 cases (66.7%).
- Sexually transmitted infections, including chlamydia and gonococcal infection, accounted for 14 of 18 cases (77.8%) in May 2026.
- May 2026 also included two chronic hepatitis B records, one chronic hepatitis C record, and one invasive Group A Streptococcal infection record; these conditions did not appear in the May 2025 comparison file.

Data Source and Methods

This report summarizes reportable communicable disease records from the ODH Ohio Disease Reporting System. The comparison uses cases with Date Reported to Local Health Department (LHD) during May 2025 and May 2026.

Table 1. Reportable Conditions, May 2025 vs. May 2026

Reportable condition	May 2025	May 2026	Numeric change	Percent change	Share of May 2026 cases
Chlamydia infection	8	12	4	50.0%	66.7%
Gonococcal infection	1	2	1	100.0%	11.1%
COVID-19	7	0	-7	-100.0%	0.0%
Hepatitis B (including delta) - chronic	0	2	2	New in 2026	11.1%
Hepatitis C - chronic	0	1	1	New in 2026	5.6%
Streptococcal - Group A - invasive	0	1	1	New in 2026	5.6%
Total	16	18	2	12.5%	100.0%

Interpretation: Total reported cases increased modestly from May 2025 to May 2026. The increase was driven by more STI reports and by viral hepatitis and invasive Group A Streptococcal infection records in May 2026, while COVID-19 reports declined from seven cases in May 2025 to zero in May 2026.

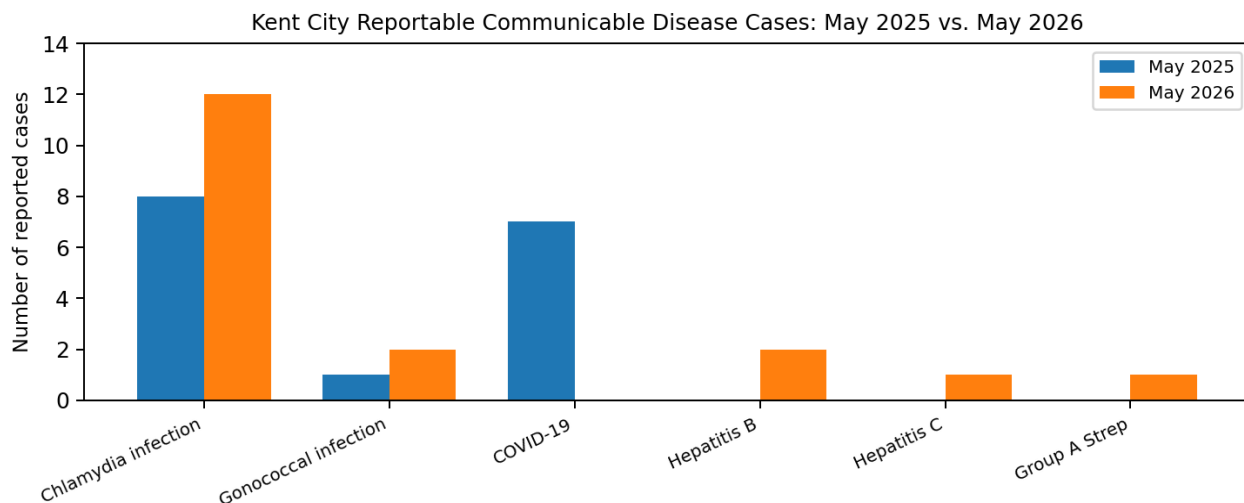


Figure 1. Reported communicable disease cases by condition, May 2025 and May 2026.

Table 2. Disease Group Summary

Disease group	May 2025	May 2026	Numeric change	Percent change
STIs (chlamydia/gonorrhea)	9	14	5	55.6%
Respiratory illness (COVID-19)	7	0	-7	-100.0%
Viral hepatitis	0	3	3	New in 2026
Invasive bacterial disease (Group A Strep)	0	1	1	New in 2026

Table 3. Case Classification Status

Classification status	May 2025	May 2026	May 2025 share	May 2026 share
Confirmed	12	15	75.0%	83.3%
Probable	4	2	25.0%	11.1%
Suspected	0	1	0.0%	5.6%

Epidemiologic Interpretation

Overall communicable disease activity: Kent City recorded slightly more reportable communicable disease cases in May 2026 than in May 2025. Total reported cases increased from 16 to 18. Because counts are small and reflect only two monthly snapshots, the year-over-year increase should be interpreted cautiously.

COVID-19 and respiratory disease reporting: COVID-19 accounted for 7 of 16 May 2025 records but did not appear in the May 2026 file. A zero count in this monthly file should not be interpreted as proof of no community transmission; it may reflect lower disease activity, testing patterns, reporting practices, or case ascertainment.

Sexually transmitted infections: STIs represented the largest disease burden in May 2026. Chlamydia infection was the leading condition, with 12 reported cases, and there were 2 gonococcal infection cases. Continued attention to testing, timely treatment, partner notification, and prevention education remains warranted.

Viral hepatitis: May 2026 included two chronic hepatitis B records and one chronic hepatitis C record, while no viral hepatitis records appeared in the May 2025 comparison file. Chronic hepatitis reports often represent newly identified or newly reported existing infections rather than infections acquired during the reporting month; follow-up should emphasize linkage to care, counseling, and documentation completion.

Invasive Group A Streptococcal infection: The May 2026 file included one confirmed invasive Group A Streptococcal infection record. Because severe invasive bacterial infections can progress rapidly, public health follow-up should ensure appropriate case investigation, documentation, and infection-control guidance as applicable.

Recommended Public Health Actions

1. Continue STI surveillance, case follow-up, treatment verification, partner services, and prevention messaging, with emphasis on chlamydia and gonorrhea.
2. Continue monitoring respiratory disease and COVID-19 reporting trends even though no COVID-19 cases appeared in the May 2026 file.
3. Ensure appropriate follow-up for chronic hepatitis B and chronic hepatitis C records, including confirmatory documentation, counseling, and linkage to care as applicable.
4. Ensure complete follow-up for the invasive Group A Streptococcal infection record, including case investigation and documentation of any recommended public health measures.

Limitations

- This report uses two one-month comparison periods only. It does not assess longer-term trends or seasonality.
- Counts are small; therefore, percentage changes can appear large and should be interpreted cautiously.
- The report does not include population denominators, so case rates were not calculated.
- Reported cases may be affected by testing access, reporting delays, case definition changes, provider reporting practices, and data entry timing.

Conclusion

In May 2026, Kent City had slightly more reported communicable disease cases than in May 2025. STIs remained the dominant reportable disease category, accounting for more than three-fourths of May 2026 cases. COVID-19 reports were absent from the May 2026 ODRS monthly file, but viral hepatitis and invasive Group A Streptococcal infection records appeared in May 2026 and should receive appropriate follow-up. Continued attention to STI prevention and follow-up, hepatitis linkage to care, respiratory illness surveillance, and timely investigation of invasive bacterial infections is recommended.

Expenditures - May 2026

5/1/2026	Ohio Division of Real Estate	Burial Permit Fees April 2026	\$817.00
5/12/2026	Jalessa Caples	Travel for Bike Helmets	\$198.80
5/12/2026	Jalessa Caples	Travel for AOHC	\$194.97
5/13/2026	Treasurer, State of Ohio/Dept of Health	FSO Transmittal April 2026	\$108.00
5/14/2026	Minuteman Press	Sara Slanina Business Cards	\$48.33
5/28/2026	Amazon	Swiffer, Clipboards	\$36.03

**AMENDMENT TO MEMORANDUM OF UNDERSTANDING
BETWEEN**

Kent State University, College of Public Health

AND

Kent City Health Department

Effective Date: May 15, 2025

This Amendment to the existing Memorandum of Understanding (MOU) between Kent State University, on behalf of the College of Public Health ("University" or "KSU CoPH"), and the Kent City Health Department ("City" or "KCHD") is entered into for the purpose of outlining a specific joint activity in accordance with Section 2 of the original MOU related to field placements and research collaboration.

1. Purpose

This Amendment formalizes a joint activity agreement under the MOU to provide epidemiological services through a structured student placement. A PhD-level student ("Superuser") will lead and oversee a cohort of Master's-level students ("End Users") engaged in public health data analysis and reporting at KCHD. This collaboration aims to enhance practical training and community service in public health surveillance and reporting.

2. Scope of Joint Activity

Under this agreement, the Superuser will:

- Receive training and gain proficiency in the Ohio Disease Reporting System (ODRS).
- Train and supervise Master's-level students in the generation of monthly communicable disease reports and other data-driven public health reports.
- Ensure timely and accurate completion of data analysis and visualizations.
- Provide regular updates and seek guidance from a designated KCHD point of contact.
- Track and report project time and activities for all participating KSU CoPH personnel.

End Users will:

- Participate in unpaid internships in alignment with existing KSU internship policies.
- Conduct data analysis and reporting under the Superuser's supervision.

- Adhere to established deadlines, specifically for monthly communicable disease reports submitted six days prior to each Board of Health meeting.
- Maintain regular communication with the Superuser and designated representatives at KCHD and KSU CoPH.

3. Responsibilities of Kent State University College of Public Health

KSU CoPH will:

- Recruit and assign a qualified PhD candidate to serve as Superuser.
- Identify and facilitate the placement of eligible Master's-level students.
- Provide monthly invoices for Superuser compensation.
- Cover the cost of two Microsoft Office licenses required for KCHD email access for the project.

4. Responsibilities of Kent City Health Department

KCHD will:

- Compensate the Superuser at a rate of \$30.00/hour, up to 10 hours per week unless additional hours are approved in writing.
- Provide necessary access to workspace, ODRS, laptops, office supplies, and relevant datasets.
- Share the schedule of Board meetings and related reporting deadlines.
- Specify reporting needs and review student work, offering timely and constructive feedback.

5. Compensation and Budget Certification

KCHD certifies the availability of funds not to exceed \$6,000.00 annually for this activity, as confirmed by the City of Kent's Budget and Finance Director.

6. Term and Termination


This activity agreement is effective retroactively from **May 15, 2025**, and shall remain in effect through **May 15, 2026**, unless renewed or terminated earlier. Either party may terminate this agreement with a **30-day written notice**. Upon termination, the Superuser shall be entitled to compensation for services performed through the notice period upon submission of a final invoice. No reimbursement will be provided for previously paid software licenses.

7. General Terms

This Amendment shall be governed by the terms of the original MOU and subject to applicable laws and institutional policies, including those related to confidentiality, intellectual property, and liability. It does not modify or supersede any other part of the existing MOU except as explicitly stated herein.

Executed by the parties as of the dates indicated below:

For Kent City Health Department:



Louise Frederick

President, Board of Health



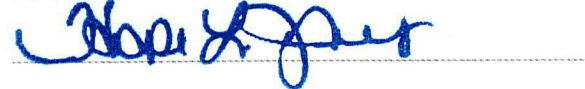
Joan Seidel

Health Commissioner

For Kent State University College of Public Health:

[Sonia Alemagno, Dean]

APPROVED AS TO FORM:



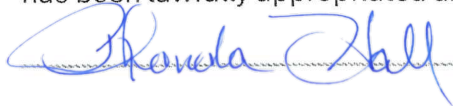
Hope Jones

City of Kent Law Director

Date: 6-12-25

CERTIFICATE OF DIRECTOR OF BUDGET AND FINANCE:

It is hereby certified that the amount of **\$6,000.00** required to meet the contract obligations has been lawfully appropriated and is available in the Health Department Fund #110.



Rhonda Hall

City of Kent Budget and Finance Director

Date: 6/12/2025

EPIDEMIOLOGY SERVICES AGREEMENT
between
Portage County Combined General Health District

and

Kent City Health Department/Kent City Board of Health

This Agreement is entered into this ___ day of _____, 2026, by and between the Portage County Combined General Health District ("Portage County Health District" or "PCHD") and the Kent City Board of Health ("Kent City Health Department" or "KCHD").

WHEREAS, the parties desire to collaborate to ensure the provision of public health epidemiology and communicable disease control services to residents of the City of Kent; and

WHEREAS, Ohio law requires local health departments to investigate, report, and control communicable diseases and public health threats pursuant to the Ohio Revised Code, Ohio Administrative Code, and directives of the Ohio Department of Health;

NOW, THEREFORE, the parties agree as follows:

SECTION 1. PURPOSE

The purpose of this Agreement is to provide epidemiology, communicable disease control, surveillance, outbreak response, reporting, and consultation services for the residents of the City of Kent through the professional staff of the Portage County Health District.

SECTION 2. TERM

This Agreement shall become effective on _____, 2026, and shall continue through _____, 2027, unless terminated pursuant to this Agreement. Term of the agreement is for one year-and may be renewed upon mutual written consent.

SECTION 3. SCOPE OF SERVICES

Portage County Health District shall provide epidemiology services through its Epidemiologist, Public Health Nurses, and other qualified personnel as necessary.

Services shall include:

A. Communicable Disease Surveillance and Investigation

1. Receive, review, and investigate reportable communicable diseases reported through the Ohio Disease Reporting System (ODRS).
2. Conduct case investigations and contact tracing activities in accordance with Ohio Department of Health requirements.

3. Conduct investigations of Class A, Class B, and Class C reportable diseases as required by Ohio Administrative Code Chapter 3701-3.
4. Coordinate with healthcare providers, laboratories, schools, long-term care facilities, childcare centers, correctional facilities, and other entities as necessary.
5. Implement disease control measures as directed by applicable Ohio law and Ohio Department of Health guidance.

B. Outbreak Investigation and Response

1. Investigate suspected and confirmed outbreaks of communicable disease.
2. Conduct epidemiologic analysis and develop outbreak summaries and recommendations.
3. Coordinate response efforts with Kent City Health Department, Ohio Department of Health, healthcare providers, and community partners.
4. Provide technical assistance regarding infection prevention and control measures.

C. Surveillance and Reporting

1. Maintain surveillance activities utilizing ODRS, OPHCS, and other state-approved systems.
2. Monitor disease trends and emerging public health threats affecting Kent residents.
3. Provide quarterly written reports summarizing:
 - Reportable disease activity;
 - Outbreak investigations;
 - Significant disease trends;
 - Public health concerns requiring attention.
4. Immediately notify the Kent Health Commissioner of any significant outbreak, public health emergency, or event requiring urgent action.

D. Epidemiological Analysis

1. Conduct data analysis to identify trends, clusters, disparities, and emerging public health concerns.
2. Develop reports, summaries, dashboards, and presentations upon request.
3. Provide epidemiologic support for community health assessment, community health improvement planning, and grant-related activities as mutually agreed upon.

E. Consultation and Technical Assistance

1. Provide consultation to Kent City Health Department staff regarding communicable disease control and epidemiologic issues.
2. Provide technical assistance regarding disease surveillance systems, reporting requirements, and public health investigations.
3. Assist with interpretation of communicable disease regulations and Ohio Department of Health guidance.

F. Emergency Preparedness and Response

1. Provide epidemiologic support during public health emergencies, outbreaks, and other incidents requiring disease surveillance or investigation.
2. Participate in response coordination activities as requested by Kent City Health Department.

SECTION 4. ACCESS TO STATE SYSTEMS

Portage County Health District shall provide training and technical assistance for Kent City Health Department personnel requiring access to ODRS, OPHCS, or other applicable surveillance systems.

SECTION 5. CONFIDENTIALITY

The parties shall comply with all applicable federal and state confidentiality laws, including HIPAA, Ohio Revised Code provisions regarding protected health information, and Ohio Department of Health requirements.

All communicable disease records shall remain confidential and shall only be disclosed as permitted by law.

SECTION 6. REPORTING RELATIONSHIPS

Services shall be provided in coordination with the Kent Health Commissioner and Medical Director. Portage County Health District shall maintain professional independence regarding epidemiologic findings and recommendations while collaborating with Kent leadership regarding public health actions.

SECTION 7. COMPENSATION

Kent City Health Department shall compensate Portage County Health District for services provided under this Agreement in an amount of Thirty Thousand Dollars (\$30,000) annually. Invoices shall be submitted quarterly and shall include a summary of services provided during the billing period.

SECTION 8. LIABILITY AND INSURANCE

Each party shall maintain insurance coverage as required by law and shall be responsible for the acts and omissions of its own officers, employees, and agents.

Nothing in this Agreement shall be construed as a waiver of any immunity or defense available under Ohio law.

SECTION 9. RECORDS

Portage County Health District shall maintain records necessary to document services performed under this Agreement and shall make such records available to Kent City Health Department upon reasonable request, subject to applicable confidentiality requirements.

SECTION 10. TERMINATION

Termination of the epidemiology services agreement may be with or without cause by providing 30 days written notice to the other party, and either party may terminate

immediately for a material breach if such breach is not cured within 15 days following written notice.

Upon termination, KCHD shall compensate PCHD for all services rendered through the effective date of termination.

SECTION 11. NONDISCRIMINATION

The parties agree to comply with all applicable federal and state nondiscrimination laws and regulations.

SECTION 12. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and may only be amended in writing approved by both Boards of Health.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

EPIDEMIOLOGY and PUBLIC HEALTH NURSING SERVICES AGREEMENT

between

Portage County Combined General Health District

and

Kent City Health Department/Kent City Board of Health

This Agreement is entered into this ___ day of _____, 2026, by and between the Portage County Combined General Health District ("Portage County Health District" or "PCHD") and the Kent City Board of Health ("Kent City Health Department" or "KCHD").

WHEREAS, both parties are boards of health organized under the laws of the State of Ohio and are charged with protecting and promoting the public health of their respective jurisdictions; and

WHEREAS, KCHD desires to obtain epidemiology and public health nursing services to support communicable disease control, disease surveillance, immunization services, and public health response activities; and

WHEREAS, PCHD possesses the personnel, expertise, and infrastructure necessary to provide such services;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

SECTION 1. TERM OF AGREEMENT

This Agreement shall become effective on _____, 2026, and shall continue through _____, 2027, unless terminated pursuant to this Agreement. Term of the agreement is for one year-and may be renewed upon mutual written consent.

The Agreement may be renewed upon mutual written agreement of both parties.

SECTION 2. SERVICES TO BE PROVIDED

PCHD shall provide epidemiology and public health nursing services to KCHD through qualified personnel including, but not limited to, epidemiologists, registered nurses, public health professionals, and administrative support staff.

A. Epidemiology Services

PCHD shall provide the following epidemiological services:

1. Communicable Disease Surveillance and Investigation

- Review and investigate reportable diseases reported through the Ohio Disease Reporting System (ODRS).
- Conduct case investigations and disease follow-up activities in accordance with Ohio Administrative Code Chapter 3701-3 and Ohio Department of Health guidance.
- Coordinate with healthcare providers, laboratories, schools, childcare facilities, long-term care facilities, correctional institutions, and other entities as necessary.
- Implement disease control recommendations and interventions as appropriate.
- Provide consultation regarding communicable disease management and prevention.

2. Outbreak Investigation and Response

- Investigate suspected and confirmed outbreaks occurring within the City of Kent.
- Conduct epidemiologic analysis and develop recommendations for disease control.
- Coordinate outbreak response activities with KCHD, Ohio Department of Health, healthcare providers, and community partners.
- Assist with public communications related to disease outbreaks as requested.

3. Surveillance and Reporting

- Monitor reportable disease activity and trends.
- Maintain surveillance utilizing ODRS, OPHCS, ImpactSIIS, and other state-approved systems.
- Prepare quarterly summary reports for KCHD.
- Notify KCHD promptly regarding outbreaks, unusual disease activity, public health emergencies, or other events of epidemiologic significance.

4. Data Analysis and Technical Assistance

- Analyze disease trends and emerging public health threats.
- Assist with community health assessment activities, public health accreditation requirements, and grant-related reporting as requested.
- Provide epidemiologic consultation and technical assistance to KCHD staff.

B. Public Health Nursing Services

PCHD shall provide public health nursing services under the supervision of licensed registered nurses in accordance with Ohio law and accepted public health nursing standards.

1. Immunization Clinics

PCHD shall provide one (1) public immunization clinic per month within the City of Kent.

Services shall include:

- Vaccine administration by qualified nursing personnel.
- Vaccine eligibility screening.
- Vaccine education and counseling.

- Documentation and reporting of immunizations.
- Compliance with all applicable vaccine storage and handling requirements.

Vaccines may include, but are not limited to:

- Childhood vaccines
- Adolescent vaccines
- Adult vaccines
- Seasonal influenza vaccine
- COVID-19 vaccine
- Other vaccines available through state or federal programs

2. Vaccine Program Management

PCHD shall:

- Maintain vaccine inventory and accountability.
- Comply with Vaccines for Children (VFC) requirements, where applicable.
- Maintain required vaccine storage and handling standards.
- Enter immunization records into ImpactSIS and other required systems.

3. Public Health Nursing Consultation

PCHD nursing staff shall provide consultation regarding:

- Vaccine-preventable diseases
- Immunization schedules and requirements
- Disease prevention strategies
- Public health nursing best practices

4. Communicable Disease Support

Public health nurses may assist with:

- Case investigations
- Contact tracing activities
- Disease prevention education
- Community outreach activities
- Outbreak response activities

C. Emergency Response Support

PCHD shall provide epidemiology and public health nursing support during public health emergencies, outbreaks, mass vaccination events, and other incidents requiring public health response.

Such support shall be provided within available staffing and resource capacity.

SECTION 3. RESPONSIBILITIES OF KENT CITY HEALTH DEPARTMENT

KCHD shall:

1. Designate a point of contact for coordination of services.
2. Provide suitable clinic space for monthly immunization clinics.
3. Assist with promotion and public notification of clinic services.

4. Maintain a licensed physician to serve as Medical Director.
5. Provide timely access to records and information necessary for service delivery.
6. Cooperate with PCHD staff during investigations and public health response activities.

SECTION 4. CONFIDENTIALITY

The parties shall comply with all applicable federal and state laws governing confidentiality, including but not limited to:

- HIPAA
 - Ohio Revised Code provisions governing protected health information
 - Ohio Department of Health confidentiality requirements
- Protected health information shall be disclosed only as authorized by law.

SECTION 5. RECORDS

PCHD shall maintain records documenting services provided under this Agreement.

Records containing protected health information shall remain confidential and shall be maintained in accordance with applicable record retention requirements.

Both parties shall comply with Ohio Public Records Law as applicable.

SECTION 6. COMPENSATION

KCHD shall pay PCHD Forty-Five Thousand Dollars (\$45,000.00) annually for services provided under this Agreement.

Payment shall be made in four quarterly installments of Eleven Thousand Two Hundred Fifty Dollars (\$11,250.00) upon receipt of invoice from PCHD.

Invoices shall include a summary of services provided during the billing period.

PCHD employees shall remain employees of the PCHD and are solely compensable by PCHD.

SECTION 7. INDEPENDENT STATUS

Employees of PCHD shall remain employees of PCHD and shall not be considered employees of KCHD for any purpose.

PCHD shall be solely responsible for compensation, benefits, supervision, and personnel matters relating to its employees.

SECTION 8. INSURANCE AND LIABILITY

Each party shall maintain insurance coverage or self-insurance coverage as required by Ohio law.

Each party shall be responsible for the negligent acts or omissions of its own officers, employees, and agents.

Nothing in this Agreement shall be construed as a waiver of any immunity, defense, or limitation of liability available under Ohio law, including Chapter 2744 of the Ohio Revised Code.

SECTION 9. NONDISCRIMINATION

The parties shall comply with all applicable federal and state civil rights laws and shall not discriminate on the basis of race, color, religion, sex, age, national origin, disability, veteran status, genetic information, or any other protected status.

SECTION 10. TERMINATION

Termination of the “epidemiology and public health nursing services agreement” may be with or without cause by providing 30 days written notice to the other party, and either party may terminate immediately for a material breach if such breach is not cured within 15 days following written notice.

Upon termination, KCHD shall compensate PCHD for all services rendered through the effective date of termination.

SECTION 11. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the parties and supersedes all prior discussions or agreements regarding the services described herein.

Any amendment to this Agreement shall be in writing and approved by both Boards of Health.

Memorandum of Understanding

Harm Reduction and Infection Control Program

This agreement, entered into between the Kent City Health Department, hereinafter referred to as KCHD, and Axess Family Services, hereinafter referred to as AFS, shall be in effect from 6/1/2026 and renew annually. The agreement will be re-evaluated with an option for renewal 60 days prior to its termination.

KCHD responsibilities:

Under the authority granted in Ohio Revised Code Section 3707.57, KCHD hereby authorizes and delegates to AFS, as a health and safety benefit for the community, the operation of a harm reduction and infection control program to prevent drug overdose deaths and reduce the spread of bloodborne infectious diseases in the community.

AxessPointe responsibilities:

AFS shall be responsible for developing, establishing, housing, staffing, supplying, and operating the comprehensive harm reduction program.

1. AFS will be responsible for all program costs, which may include accepting grant funds from the Mental Health and Recovery Board or other third parties.
2. AFS will be responsible for all program-related accident and injury liability for program staff and clients.
3. AFS will be responsible for obtaining and tracking all associated program supplies.
4. AFS will be responsible for staffing the program during mutually agreed upon, regular hours of operation.
5. AFS will ensure compliance with bloodborne pathogen standards and disposal of all potentially infectious materials.
6. AFS will maintain the confidentiality of program clients and, where possible, will permit clients to remain anonymous.
7. AFS will offer STD testing and prevention services; HIV and Hepatitis B/C testing and prevention education; Hepatitis A and B vaccination; overdose prevention education and distribution of opioid overdose reversal kits; and referrals with direct linkage to substance use disorder treatment programs, primary care, and dental services.
8. AFS will comply with all applicable requirements under Ohio Revised & Administrative Code, federal law, and all relevant Kent City Ordinances.
9. AFS shall comply with all reporting requirements to the Ohio Department of Health and shall report to KCHD the number of clients served, the number of each service provided, referrals made, and clinical outcomes when known.

Mark Frisone, CEO
Axess Family Services

Date

Jalessa Caples, Interim Health Commissioner
Kent City Health Department

Date