



Kent City Health Department
414 E. Main St. POB 5192
Kent, Ohio 44240
HEALTH BOARD MINUTES
August 14, 2018

Board Members Present

Chris Woolverton
Joan Seidel
Jack Amrhein
Emily Mattern

Absent

Pam Ferguson
Michelle Frederick

Visitors

Rose Ferraro, PCHD Nursing Director

Staff Present

Jeff Neistadt
Tracy Radovic
Mike Anguilano

Chris Woolverton called to order the Kent City Health Board Meeting of August 14, 2018 at 5:32 p.m.

The Kent City Health Board Meeting minutes from the July 16, 2018 were distributed and reviewed prior to the meeting. Chris Woolverton requested to amend the minutes as follows: page two (2), health commissioner's report, 4th paragraph line 4. The statement "developed by the Safety Ambassadors", was not correct and should be deleted. A motion for approval of the minutes with the amendment was requested by Chris Woolverton.

Motion: A motion to approve the minutes as amended from the meeting July 16, 2018 was made by Joan Seidel and seconded by Jack Amrhein. With no objections, the motion passed.

Statistical Report for July 2018 – Jeff Neistadt stated that grant funds are increasing. Housing and food revenue is also increasing. The food serve safe classes are bringing in revenue as well as all the plan reviews at KSU, as they are revamping a lot of their food service operations.

Expenditures and Encumbrances Report for July 2018

Expenditures & Encumbrances for July 2018			
7/2/2018	Treasurer, State of Ohio	FSO transmittal fees for June 2018	\$84.00
7/2/2018	Division of Real Estate	Burial permit transmittal fees for June 2018	\$165.00
7/2/2018	Jeff Neistadt	Reimbursement for expenses incurred during NEHA	\$182.28
7/11/2018	National Restaurant Assoc.	ServSafe exam answer sheets	\$3,574.66
7/12/2018	ThermoWorks	4 dishwasher testers	\$204.59
7/12/2018	Treasurer, State of Ohio	Vital Stats technology fee transmittal Apr - June 2018	\$33,747.36
7/16/2018	Jeff Neistadt	Reimbursement for R.S. license renewal fees	\$93.50

Motion: A motion to approve the expenditures and encumbrances for the month of July 2018 was made by Joan Seidel and seconded by Emily Mattern. With no objections, the motion passed.

HEALTH COMMISSIONER'S REPORT

Kent has several new large housing complexes that are going to be built and licensed by this department shortly. One is at the old BW3 building on Franklin Avenue. This building will consist of 58 residential units with a blended mix of 1 and 2 bedroom units as well as micro units. The other property is located on that corner as well where Ramella's pizza was located. This new building will include 16 licensed units as well as a Mediterranean Restaurant, bakery and wine bar.

Kent will also have a few new restaurants opening, Grazers moving to Main Street, Kenko's which is the new sushi and Asian food, as well as a new take out Chinese restaurant called Pho-King located next to Little Caesars.

There may be two licensing issues that may come in front of the board shortly. The gulf gas station was written a cease and desist letter as they are selling pre-packaged sandwiches without a proper license and the University Inn Drive-thru now has milk and ice cream but are refusing to get licensed because Portage County Health doesn't license their other drive thru. Any business that sells food, especially refrigerated food such as milk and ice cream needs to obtain a proper food permit from the local health department.

I would like to commend and with board approval write a letter as such to the Venice Café, Little City Grill, Tree City Coffee, and Mr. Beder in general for taking the lead here in the City to eliminate plastic straws in their operations. Plastic straws are available on request for customers but are not automatically provided to the patron.

The health department has been approached by the City of Streetsboro to perform some mosquito surveillance as well as treatments. We are working out a contract for services but they have had positive West Nile Virus in mosquitoes and want to be proactive in helping their residents. So far this year, we have had over 44 positive pools for mosquitoes but have yet to have a human case as of today. Experts do expect there to be a number of human cases in NE Ohio as this has been a record year for positive pools.

OPEN COMMENTS

Rose Ferraro, Nursing Director for the Portage County Health Department attended the meeting to provide updates on several reports. Rose distributed the 2017 communicable disease report to the health board members. She indicated that the list of the top 5 concerns in communicable disease have all increased. Number one was influenza. Rose stated they will try to do better this year with flu shots and offer flu clinics. They are planning some drive-thru flu clinics for 2018. They are also scheduling shot clinics at the schools.

Emergency Response Plan is still being updated. Rose stated that she was surprised by some of the requests by Ohio Department Health.

Rose stated she had been working with Kent State University pre-med students to develop an educational brochure on gun safety. The Ravenna City Police Department gave the Portage County Health Department 500 gun locks to distribute as part this educational effort.

DISCUSSION ITEMS

Ohio Accreditation Report done by OSU. On page 6 there is a graph that shows where accreditation for local health departments (LHD's) is currently at. The very large and urban Health Departments that have money and resources have applied or have been accredited already. There are currently 17 health departments currently accredited in Ohio. Most LHD's are now in the application stage and uploading documents. Kent is in really good shape, we only have 30 more documents to select and we are uploading documents.

Tobacco 21 Ordinance was approved by Council but still needs to be put to a vote. Each establishment that sells tobacco products will be visited by a Sanitarian and signs will be delivered for the establishment to post. Citations will be handled by Health Department staff. Chris Woolverton stated concern with the health department being understaffed with this new ordinance and recommended the Health Commissioner put a business case together to justify a new employee to handle enforcement of this program if needed.

Academic Health Department. Mike Anguilano stated that the health department will be doing an intern program again this school year. He has been working on getting a group of 7 of mixed MPH students and undergrads to work on 3 projects. 1. Tobacco grant; 2. Improving the access to care; 3. Accreditation and assisting with domains and document upload. Mike stated he hopes to have the groups finalized soon and have a work plan in place for them.

ACTION ITEMS

Overtime policy for health department staff. Jeff Neistadt began a short discussion on overtime and asked for Health Board member's opinion as to their experience. The policy for Health Department staff also needs consider the city's policy in the General Compensation Plan as well as the AFSCME contract.

Dog bite process and HB 263. Jeff stated that our current written process for animal bites is from 2013. With the passage of HB 263 we anticipate more dog bites as this bill allows dogs on patios of food service operations. Jeff stated that he would like the health board members to review the current policy and provide feedback and recommendations for additional steps to take since the new law will be going into effect. Chris Woolverton stated that this will be an action item for the next meeting. Absent health board members need to be contacted and made aware of this written process review.

AOHC 2018 Fall Conference September 26 through September 28, 2018. Jeff stated that this conference is mandatory for health commissioners to receive the state subsidy.

Motion: A motion to approve travel expenditures and reimbursements including but not limited to hotel accommodations, registration, and food etc., for the Health Commissioner to attend the mandatory AOHC Fall Conference in September, was made by Joan Seidel and seconded by Emily Mattern. With no further discussion the motion passed.

Jeff Neistadt stated in addition, the medical director also needs to attend. Chris Woolverton stated if he can clear his calendar he will attend as well.

Motion: A motion to approve travel expenditures and reimbursements including but not limited to hotel accommodations, registration, and food etc., for the Kent Medical Director and 2 health board members to attend the AOHC Fall Conference in September was made by Joan Seidel and seconded by Jack Amrhein. With no further discussion the motion passed.

Approval of the lease between the health department and KSU. The health department building Lease was amended to allow the health department to stay in the building through June 2019.

Motion: A motion to approve the Kent City Health Department Lease with KSU was made by Joan Seidel and seconded by Jack Amrhein. With no further discussion the motion passed.

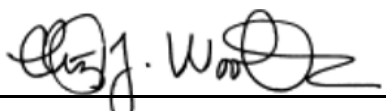
September 11, 2018 Board of Health Meeting. Jeff stated he would like to move the next health board meeting since he has another important meeting scheduled for the same time. A meeting planner will be sent out to all board members with a couple reschedule dates to choose from.

Executive Session - None

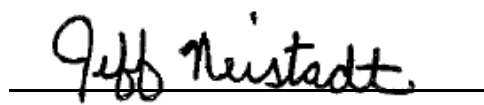
Being no further business to discuss, Chris Woolverton asked for a motion to adjourn.

Motion: A motion to adjourn the health board meeting of August 14, 2018 was made by Emily Mattern and seconded by Joan Seidel. With no further discussion the motion passed. Meeting adjourned at 6:42 p.m.

Approved:



Chris Woolverton, President



Jeff Neistadt, Secretary