



Kent City Health Department
414 E. Main St. POB 5192
Kent, Ohio 44240
HEALTH BOARD MINUTES
October 10, 2018

Board Members Present

Chris Woolverton
Michelle Frederick
Jack Amrhein
Pam Ferguson
Joan Seidel

Absent

Emily Mattern
Jeff Neistadt

Staff Present

Mike Anguilano
Tracy Radovic

Chris Woolverton called to order the Kent City Health Board Meeting of October 10, 2018 at 5:32 p.m.

The Kent City Health Board Meeting minutes from the August 14, 2018, as well as September 19, 2018, were distributed and reviewed prior to the meeting. A motion for approval was requested by Chris Woolverton.

Motion: A motion to approve the minutes from the August 14, 2018 meeting was made by Joan Seidel and seconded by Jack Amrhein. With no objections, the motion passed.

Motion: A motion to approve the minutes from the September 19, 2018 meeting was made by Pam Ferguson and seconded by Michelle Frederick. With no objections, the motion passed.

Statistical Report for September 2018 – No discussion

Expenditures and Encumbrances Report September 2018

Expenditures & Encumbrances for September 2018			
9/5/2018	Justin Smith	Reimbursement for safety shoes per AFSCME Contract	\$125.00
9/5/2018	Ohio Div. of Real Estate	Burial Permit fees for August 2018	\$112.50
9/5/2018	Public Entities Pool of Ohio	Liability Insurance	\$4,156.00
9/11/2018	Columbus Marriott NW	Accommodations for AOHC Conf. 9/26 to 9/28/2018	\$306.20
9/11/2018	OEHA	Fall Conf. Registration Jeff, Justin, Kyle & Jason + 2 member renewals	\$530.00
9/25/2018	OEHA	Fall Conf. Registration for Eric Gorczynski	\$115.00

Motion: A motion to approve the expenditures and encumbrances for the month of September 2018 was made by Pam Ferguson and seconded by Jack Amrhein. With no objections, the motion passed.

COMMUNICABLE DISEASE REPORT - None

HEALTH COMMISSIONER'S REPORT – Due to family emergency, Jeff Neistadt was unable to attend the meeting.

DISCUSSION ITEMS

Backyard Chickens Ordinance passed by Council. Chris Woolverton stated that although he is against the ordinance it was very well put together as to the containment. Jack Amrhein stated that there is a House Bill that is being considered right now that would not only allow chickens but goats, geese and ducks would also be allowed. Council considered this house bill during discussions. It was Council's understanding since an ordinance for chickens has passed and since we are a charter community, adopting the HB would not be enforced.

New complaint intake form (QI Project) – Mike Anguilano stated that as part of our Quality Improvement Plan was to revise the form. We began using the form October 1, 2018. We will use it for 30 days and then evaluate and implement any changes we think are necessary.

ACTION ITEMS

Animal Bite Process and HB 263. A short discussion on the mandatory quarantine period. No further discussions.

Motion: A motion to approve to the Animal bite process was made by Joan Seidel and seconded by Jack Amrhein. With no further discussion the motion passed.

Strategic Plan Review – Chris Woolverton stated a concern with the SWOT analyses. The staff SWOT analysis on page 7 indicates the staff's strengths and weaknesses. One weakness is listed as low immunization rates for ethnic population. There are no ethnic populations in the staff. Mike Anguilano stated that this data was from 2016. Chris stated that this document should be updated to reflect 2016 achievements and update the data to current. Old data from the 2016 SWOT analysis should be listed as achievements on the opening pages.

Motion: A motion to table the Strategic Plan document for amending was made by Jack Amrhein and seconded by Michelle Frederick. With no further discussion the motion passed.

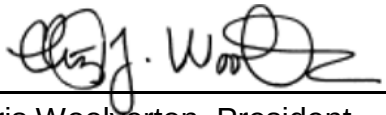
Accreditation Update – Mike Anguilano stated that we have changed our document upload date to be complete by November 20, 2018. Portage County uploaded all of their documents and have a site visit scheduled for March 6, 2019. They are currently meeting their site visitors. That means it will be six to seven months to get a site visit after uploading is complete. Chris Woolverton asked if the site visits are closed meetings. Mike responded that no they are not, but a formal invitation to observe would have to be made by Portage County.

Executive Session - None

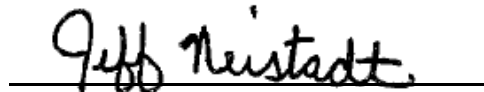
Being no further business to discuss, Chris Woolverton asked for a motion to adjourn.

Motion: A motion to adjourn the health board meeting of October 10, 2018 was made by Jack Amrhein and seconded by Pam Ferguson. With no further discussion the motion passed. Meeting adjourned at 6:02 p.m.

Approved:

A handwritten signature in black ink, appearing to read "Chris Woolverton", written over a horizontal line.

Chris Woolverton, President

A handwritten signature in black ink, appearing to read "Jeff Neistadt", written over a horizontal line.

Jeff Neistadt, Secretary