



Kent City Health Department
414 E. Main St. POB 5192
Kent, Ohio 44240
HEALTH BOARD MINUTES
July 9, 2019

Board Members Present

Christopher Woolverton
Joan Seidel
Jack Amrhein
Pam Ferguson
Emily Mattern
Michelle Frederick

Staff Present

Mike Anguilano
Justin Smith

Christopher Woolverton called to order the Kent City Health Board Meeting of July 9, 2019 at 5:34 p.m.

The Kent City Health Board Meeting minutes from the May 14, 2019 meeting were distributed and reviewed prior to the meeting. A motion for approval was requested by Christopher Woolverton.

Motion: A motion to approve the minutes from the May 14, 2019 meeting was made by Emily Mattern and seconded by Pam Ferguson. With no objections, the motion passed.

Statistical Reports for May/June 2019 – Jack asked about a \$21,000 change in food service and if it is related to licenses. Justin said many retail establishments were changed to food service operations, but will look into it. There was some grant money that was not obtained this year. Christopher asked if the health department plans to reapply for those funds (FDA). Justin said he plans to. Justin also wanted to make everyone aware of the MAC claiming change. MAC is trying to consider lease/utilities as fringe payments and backdate previous claims. Christopher said the Health Board would be willing to talk with them or write a letter. Per the request last board meeting, larviciding and man hours have been added under the “mosquito” category. Christopher asked about the tobacco grant money and if it will be accounted for. Mike said the grant period just ended so the funds should be added soon.

Health Department Report – Justin wanted to provide an update on the EPA grant. \$25,000 payment has been received. He will be purchasing handouts and adulticide with the remaining funds.

Justin provided an update on the tobacco grant. An introductory webinar is scheduled for the new '19-'20 grant as well as a training in Columbus later in August. Justin adds that Lovelight and Kent City School district have reached out to the health department to talk about vaping. Christopher asked if a health education piece can be put together. Mike said he has some ideas in mind to educate parents in particular. Justin added that the health department is preparing to do a second round of compliance checks for Tobacco 21. Michelle asked if the health department is only going back to the vendors who failed the first time. Mike said yes, for the time being. Justin has received a complaint about stores still selling to individuals under

even the age of 18. Christopher asked if a complaint could serve as a failure. Michelle says that is second-hand knowledge and cannot be counted. Michelle asked what happens after a second failure. Mike responds that the store is rechecked and, with failure, given a \$1,000 fine.

Justin and Mike are attending a mental health training sponsored by Coleman Professional Services. It is a public education program and costs \$25 per person.

Justin let the Board know that ODH completed their assessment of our pool inspection program and we passed. The audit took place at the pool at Kent Roosevelt High School.

Justin submitted for some funding for the Hepatitis A outbreak and received \$1,975 from ODH. Justin would like to host a training for first responders for the city of Kent and has reached out to HR about the feasibility. Portage County would provide the nurses per the nursing contract. Christopher recommended to put a piece in the next Tree City Bulletin about Hepatitis A to inform the public.

Justin wanted to make the Board aware that ODH signed a new contract with HealthSpace to keep it for another year. The state is also providing a license for a performance management system called Clear Impact. The previous system the health department was using, The Dash, is no longer being serviced. Mike did a tutorial of the system and feels it will be more than necessary for our small health department, but is worth using simply because it is free.

Justin said ODH contacted the health department about reports being due for state subsidies, which caught him and Mike off guard. Being so far along in accreditation helped substantially. Justin said it was due in March. Christopher asked if the health department has a master calendar of due dates and requirements. Justin said there is a calendar in place and he is being added to the ODH system to receive notifications.

It has been brought to the health department's attention that the two solid waste sites in the city need to be inspected. The Kent City yard waste site and Kent State site are both outside of the minimum standard. Portage County Health District approached the health department about contracting out the service. Christopher asked if they have a scrap tire program. Justin they have a rudimentary program for it. Christopher asked if contracting would be necessary. Justin said he would like to avoid it and feels that the health department has the capability to run a small program for the two sites. Justin and Christopher both expressed concern over the mosquito breeding capabilities of the waste sites.

Justin reiterated the MAC claiming issue and says that he and Tracy are working on fixing the issue. With the lack of money received from MAC, Justin says there would be no point in doing the time study with such a lack of funding. Christopher asked if Justin could draft a letter for the Board to sign to send to ODH about the MAC claiming.

Justin wanted to make everyone aware of new operators coming into the city. Barrio plans to open in the next few weeks with two garage doors facing Water Street. Justin is concerned about the fly activity and may require air curtains on both of those doors. River Merchant is planning to open in the near future too, but has not submitted any plans yet. Skullz Salon is opening as the city's first microblader and requires a body art license. Latitude Pools, the student housing across from Kent State, is adding a pool and hot tub. Justin said a hotel is planned in the future and asked if the Board would be willing to explore a hotel inspection

program. Justin also says DP Dough, a calzone place, is going in the space previously occupied by Dave's Cosmic Subs. There is no expected opening date.

Justin wanted to thank Kyle Kelly for his work done during Heritage Fest. Jack added a shout out to both Justin and Mike for being at Heritage Fest for nearly the entire day. Justin would like to be more involved in Heritage Fest and asked the Board for any ideas on future festivals. Justin suggested a mobile hand-washing sink. Michelle suggested Purell on each table with a health department's logo.

PHEP/NURSING REPORT – Justin said he has not heard anything about the reported E. Coli case. Joan said a reported malaria case was actually not malaria.

COMMUNICABLE DISEASE REPORT – Justin said he would like to see the 11 vaccines over the past two months go up and will look into it.

DISCUSSION ITEMS

OEHA Conferences – Justin would like to send as many people as possible to OEHA as opposed to a few people going to NEHA. Justin is also trying to pursue food safety professional certifications for the sanitarians with the excess funds from not going to NEHA.

Future Building – Justin, Mike, and Tracy walked through the PARTA building. The Kent City IT is going over the logistics of getting city internet over there. Justin has asked the City Manager to explore the lease.

Project DAWN – Justin received some emails from ODH and would like to explore the possibility of having Project DAWN at the health department. Christopher says to keep in mind the amount of man power needed. Mike says the health department would like to explore it at the very least. Michelle says it is not a big draw. She was in the class with herself and the students she brought.

PHAB Site Visit – Mike would like to ask the Board of Health for suggestions on who to invite to the site visit in November. Currently there is a list of individuals he and Justin have come up with. Christopher recommended new Kent State President Todd Diacon and Health Service Director Julie Volcheck as well as AxessPointe and Townhall II. Pam suggested George Joseph from Kent City Schools, as well as individuals from Children's Advantage. Christopher asked if anyone from University Hospitals would be willing to join. Jack suggested Claudia from PARTA as well. Christopher also suggested the Dean for the College of Public Health and the Dean for the College of Nursing. Joan asked where the meeting will be held. Christopher said the basement of the fire department and the

Working with AxessPointe – Mike has had some meetings with AxessPointe about inserting some questions into their EMR survey related to tobacco cessation. Mike would like to collaborate with them and acquire some tobacco data that could be used for grant deliverables and assess some social determinants of health.

ACTION ITEMS**Expenditures and Encumbrances for May/June 2019**

Expenditures & Encumbrances for May 2019			
5/1/2019	Star Printing Co.	Binding of Death Records	\$180.00
5/1/2019	Treasurer, State of Ohio	Food Service Transmittal Fees for April 2019	\$28.00
5/1/2019	Treasurer, State of Ohio	Retail Food Transmittal Fees for April 2019	\$56.00
5/1/2019	Division of Real Estate	Burial Permit Fee transmittal for April 2019	\$157.50
5/6/2019	Justin Smith	Reimbursement for expenses incurred during OEHA	\$124.83
5/10/2019	Kent State University	Rekeying of exterior door locks	\$293.30
5/10/2019	Kent State University	Lease Payments for Jan - May 2019	\$5,206.30
5/16/2019	Brothers Distribution, Inc.	Ps6100 F16v & PS12120 F2 12v batteries	\$875.20
5/16/2019	Univar, USA	Spheratax, Altosid 30 day, Altosid XR Ingot, larvicid oil	\$2,980.46
5/22/2019	Amazon LLC	Special Event Equipment- Canopy, Cart, Table, Tablecloth, Table Runner w/logo	\$421.44
5/23/2019	Garment Specialties	Tee Shirts	\$382.70
5/28/2019	Amazon LLC	Sealed Lead Acid Battery Chargers UPG D1724, 6- 2 Packs	\$108.48
5/28/2019	Bissler & Sons	Indigent Services for Kent resident	\$745.00
5/28/2019	Treasurer, State of Ohio	Swimming Pool Transmittal Fees for 2019	\$1,365.00
5/28/2019	Gehm & Sons	Blanket PO for dry ice for mosquito trapping	\$350.00
5/30/2019	Kent State University	Lease Payments for June 2019	\$1,041.26

Expenditures & Encumbrances for June 2019			
6/3/2019	Kent State University	Parking Passes	\$458.64
6/3/2019	Treasurer, State of Ohio	Food Service Transmittal fees for May	\$112.00
6/3/2019	Treasurer, State of Ohio	Retail Food Establishment transmittal fees for May	\$28.00
6/3/2019	Division of Real Estate	Burial Permit fee Transmittal for May 2019	\$137.50
6/5/2019	Metro Regional Transmit	Signs for Parta Busses for tobacco cessation, policy & youth	\$974.00
6/5/2019	Akron Tractor & Equipment	2 Stihl SR450 Sprayers	\$1,151.92
6/5/2019	Clarke Mosquito Control	4 cases of Naturlar DT Tablets - residential	\$1,351.53
6/18/2019	Garment Specialties	100 KCHD Garment Patches	\$186.00
6/26/2029	Precision Monogramming	Special Event Shirts for employees and Health Board	\$427.50

Motion: A motion to approve the expenditures and encumbrances for the months of May and June 2019 was made by Pam Ferguson and seconded by Jack Amrhein. With no objections, the motion passed.

Mental Health Training

The training is put on by the Mental Health and Recovery Board and Coleman Professional Services. Justin and Mike would be the staff members to attend.

Motion: A motion to approve two staff members to attend the mental health training was made by Jack Amrhein and seconded by Joan Seidel. With no objections, the motion passed.

Tobacco Grant Training

For the upcoming tobacco grant, ODH is hosting a required two-day training in Columbus. Mike and Justin would also be attending this meeting August 13-14.

Motion: A motion to approve of two health department employees expenses for the two-day tobacco training in Columbus was made by Pam Ferguson and seconded by Emily Mattern. With no objections, the motion passed.

Tobacco Cessation Classes at Kentway

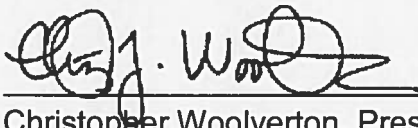
Mike has been working with Kentway on providing Tobacco Cessation classes for their tenants. Portage County Health District provides these classes and listed out the cost to host this five-week class. The cost is \$408.80 per week, or \$2,044.00 for the entire program. This would be covered with grant funds from ODH and satisfies several deliverables for the upcoming grant.

Motion: A motion to approve of \$2,400 of grant funds being used for tobacco cessation classes at Kentway was made by Jack Amrhein and seconded by Joan Seidel. With no objections, the motion passed.

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

Motion: A motion to adjourn the health board meeting of July 9, 2019 was made by Jack Amrhein and seconded by Joan Seidel. With no further discussion the motion passed. Meeting adjourned at 7:10 p.m.

Approved:

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

Christopher Woolverton, President

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

Justin Smith, Interim Secretary