

Kent City Health Department
414 E. Main St. POB 5192
Kent, Ohio 44240

HEALTH BOARD MINUTES
October 10, 2017

Board Members Present

Chris Woolverton
Jack Amrhein
Joan Seidel
John Gwinn

Absent

Pam Ferguson
Michelle Frederick

Staff Present

Jeff Neistadt

Chris Woolverton called to order the Health Board Meeting of October 10, 2017 at 5:36 p.m.

The minutes from the September 12, 2017 meeting were distributed and reviewed by the Health Board members prior to the meeting. Chris Woolverton requested an amendment to the motion regarding the MOU for receiving mosquito chemicals. The word “by” should be placed in front of Chris Woolverton’s name.

Motion: A motion to approve the minutes of September 12, 2017 as amended by Chris Woolverton, was made by Joan Seidel and seconded by Jack Amrhein. With no objections, the motion passed.

Open Comments – No visitors

Statistical Report for September 2017

Expenditures and Encumbrances Report for September 2017

Expenditures & Encumbrances for September 2017			
9/5/2017	Ohio Division of Real Estate	Burial Permit Fee Transmittal for August 2017	\$135.00
9/5/2017	Treasurer, State of Ohio	FSO Transmittal Fees for August 2017	\$112.00
9/5/2017	Treasurer, State of Ohio	RFT Transmittal Fees for August 2017	\$28.00
9/5/2017	Public Entities Pool of Ohio	Liability Insurance	\$4,200.00
9/5/2017	OEHA	Fall Conference Registration Jeff, Kyle & Eric	\$345.00
9/5/2017	OEHA	Fall Conference Registration Justin & Jason	\$230.00
9/11/2017	ODA	Pesticide Commercial applicator license JS, JN, KK, EG	\$140.00
9/29/2017	Jeff Neistadt	Reimbursement for expenses incurred at AOHC Conf.	\$246.10

Motion: A motion to approve the expenditures and encumbrances for the month of September 2017 was made by Jack Amrhein and seconded by John Gwinn. With no objections, the motion passed.

Commissioner's Report

Chris Woolverton, Dr. Stiffler, and Jeff Neistadt attended the annual AOHC meeting in Columbus. Two presentations from the meeting that were worth sharing were included in the Health Board Packet. One presentation was from Andrea Boxill, MA, LCDCCII, Deputy Director, Governor's Cabinet Opiate Action Team, Ohio Department of Mental Health and Addiction Services. The presentation dealt with the opioid addiction problem and how we got here and how we attempt to get out of this. The other presentation was from Brian C. Castrucci, MA, Chief Program and Strategy Officer, de Beaumont Foundation. His presentation had to do with workforce and how we attempt to solve problems by creating more intense problems.

The latest results from Justin's Level 2 food safety training was included in your packet. Overall, the training was well received and there were some nice quotes from attendees on how great of a resource the Kent Health Department is.

There was a recent study that concluded that the failure to vaccinate and reach herd immunity was the cause of the measles outbreak in the US a couple of years ago. Our interns as part of the academic health department vaccine project are currently compiling information from health care providers as well as students via focus groups on why individuals are not receiving all of their required vaccinations.

Some active legislative bills of interest to local public health include: HB 65 (revise food survey methodology): HB 263 (dogs on patios): participating as interested parties. HB 299 (ODH to assume lead abatement authority): AOHC actively opposing. Action possible in House this fall on all bills.

We just completed deliverable one from our tobacco control policy grant and there were some interesting results that I would like to share:

- College Towers experienced an increase in outdoor smokers since the recent smoking ban on Kent State's campus. KSU Employees are coming onto their property to smoke.
- Marijuana smoke seems to be a bigger issue in apartments rather than tobacco.
- Public housing was more likely to have less strict policies or not at all
- Almost all the housing facilities I called and visited did not have smoking cessation resources for their residents, but a few were interested in having them. Jeff stated he would volunteer to distribute cessation resources to those who were interested.
- It was a surprise to hear that some of the facilities allowed smoking in the hallways, not only does this force residents to breathe in smoke, it can turn away tenants from moving in.

DISCUSSION ITEMS

Retail Food Standards Grant Applications – Jeff stated that two grant applications were submitted, one was for a national training grant to send staff to NEHA Training it's for \$3000. The second grant is for \$16,500 to look at our foodborne illness risk factors. Jeff stated that he would like to go back into the Health Space data since we have 3 or 4 years of data collected, and really look at the number of risk factors we had, and if our re-inspections are making any

difference, and then reducing risk factors over time and looking at our interventions and developing prevention measures.

Public Health Accreditation Coordinator Position – The Accreditation Coordinator Position going full time has been approved by Dave Coffee and Dave Ruller. It is now in the hands of Civil Service.

Emergency Preparedness Bags – These were purchased with PHEP Grant Funds. Each board member gets an Emergency preparedness bag to take home.

ACTION ITEMS

Resolution 2018-001 First Reading of Food Service Program fees Food Service fees are recommended to be the following:

Risk Classification	Local Fee	State Fee	Total License Fee
Risk Class 1 <25,000 sq. ft.	\$217.00	\$28.00	\$245.00
Risk Class 2 <25,000 sq. ft.	\$245.00	\$28.00	\$273.00
Risk Class 3 <25,000 sq. ft.	\$472.00	\$28.00	\$500.00
Risk Class 4 <25,000 sq. ft.	\$602.00	\$28.00	\$630.00
Risk Class 1 >25,000 sq. ft.	\$317.00	\$28.00	\$345.00
Risk Class 2 >25,000 sq. ft.	\$334.00	\$28.00	\$362.00
Risk Class 3 >25,000 sq. ft.	\$1191.00	\$28.00	\$1219.00
Risk Class 4 >25,000 sq. ft.	\$1260.00	\$28.00	\$1288.00
Mobile FSO/RFE	\$250.00	\$28.00	\$278.00
Vending	\$23.25	\$6.00	\$29.25
Temporary FSO/RFE (Commercial)	\$100.00	\$0	\$100.00
Temporary FSO/RFE (Non-Commercial)	\$50.00	\$0	\$50.00

Motion: A motion to approve the First Reading of Resolution 2018-001 Food Service Program fees was made by Jack Amrhein and seconded by Joan Seidel. With no further discussion the motion passed by roll call vote; Seidel, Aye; Amrhein, Aye; Gwinn, Aye; Woolverton, Aye.

Medical Director Agreement – The annual Medical Director Contract is up. The contract agreement with Dr. Stiffler will remain the same as last year, with no cost increases.

Motion: A motion to approve the Medical Director Agreement was made by John Gwinn and seconded by Jack Amrhein. With no further discussion the motion passed.

Shared Drive Policy – We have a shared drive that all Health department staff can access. Jeff stated that some staff members were saving documents to their personal computer instead of the shared drive. This policy is a reminder to everyone to save documents so they are accessible to everyone.

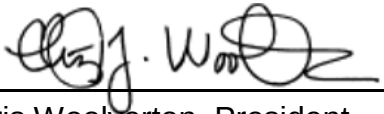
Motion: A motion to approve the Shared Drive Policy was made by Jack Amrhein and seconded by John Gwinn. With no further discussion the motion passed.

Executive Session – No executive session needed

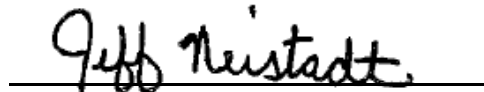
Being no further business to discuss, Chris Woolverton asked for a motion to adjourn.

Motion: A motion to adjourn the health board meeting of October 10, 2017, was made by and seconded by. With no further discussion the motion passed. Meeting adjourned at 6:21 p.m.

Approved:



Chris Woolverton, President



Jeff Neistadt, Secretary