

Kent City Health Department
Schwartz Center #207
800 E. Summit St.
Kent, Ohio 44242

HEALTH BOARD MINUTES
April 12, 2016

Board Members Present

Doug Wagener
Jack Amrhein
Joan Seidel
Pam Freeman
John Gwinn
Marchelle Bobbs

Staff Present

Jeff Neistadt
Tracy Radovic

Visitors

24 Students attended
the meeting sign-in
sheet attached

Doug Wagener, Health Board President called to order the Health Board Meeting of April 12, 2016, at 5:31 p.m.

The minutes from the March 2016 meeting were distributed and reviewed by the Health Board members prior to the meeting.

Motion: A motion to approve the minutes from the March 2016 meeting was made by Pam Freeman and seconded by Jack Amrhein. With no objections, the motion passed.

Open Comments – Twenty four (24) KSU Environmental Health students attended the Health Board Meeting as a requirement for a class. They each introduced themselves.

Statistical Report for March 2016 - No items to discuss. Summary of increase in revenue by Jeff Neistadt.

Expenditures and Encumbrance Report for March 2016

3/4/2016	Treasurer, State of Ohio, Agr.	RFE Transmittal Fees for February	\$896.00
3/4/2016	Division of Real Estate	Burial Permit Transmittal fees for February	\$137.50
3/16/2016	Bailey's Test Strips	Food Service thermometers, pH tape, light meters	\$364.50
3/16/2016	Ohio Environmental Assoc.	Membership dues for Amanda Eaton	\$60.00
3/16/2016	OEHA	Conference Regis. For 5 Health Staff	\$700.00
3/21/2016	Bissler & Sons Funeral Home	Services for indigent Resident Peter Bennett	\$1,000.00

Motion: A motion to approve the expenditures and encumbrances for the month of March 2016 was made by Jack Amrhein and seconded by Joan Seidel. With no objections, the motion passed.

Commissioner's Report

The tobacco control officer ODH visited us last week at the Public Health Fair to see us in action at an event. We discussed the current contract with ODH and starting planning for next year's activities. Of course there is no guarantee with any monies at ODH but it looks very promising for more funding in next year's contract.

Last Wednesday council approved in committee the rental registration and inspection program. The program is now included in our Environmental Health and Housing Maintenance Code. A final vote will take place next Wednesday in Council.

The ODH food service audit finally concluded with our inspectors passing the field portion of the audit review. The board should be happy that we have qualified inspectors on staff even though they are still relatively young in their sanitarian careers. We hopefully will receive the final audit report by the next board meeting as they have 45 days to write the final report.

Becky Lehman from Portage County and Jeff presented this morning to the Police/Fire advisory committee regarding the use of Naloxone for our police force here in Kent. One issue that I was not aware of prior to the meeting this morning was that our County Prosecutor had told our police Chief that the Good Samaritan law that was passed late last year by the State Legislature does not cover Police in the use of Naloxone. I Jeff stated that he believes that opinion alone by the County prosecutor may be inhibiting our police from carrying and using the antidote. Our next step is going to have Jim Silver, our city law director, reach out to the county prosecutor to discuss this issue more in depth.

There has been some follow up to the Robert Wood Johnson Shared Services grant we received about two years ago with the County Health Department, City of Ravenna, and Kent State School of Public policy. The Center for Shared Services is looking to conduct some minor evaluations of the project and lessons learned. At this time we have been told it would be only minimal involvement from our end so we are moving forward with it. Once more information is available, Jeff stated that he will share it with the board.

Ohio is one of three states that have received funding from the newly formed Public Health National Center for Innovations' (PHNCI) which is a Learning Community, currently comprised of three pilot states implementing the systems transformations required to provide the foundational public health services and ensure health equity. The Ohio Public Health Partnership is one of the three states that has received funding. The Ohio Public Health Partnership, a collaboration of five public health associations representing health departments, is working to determine the cost of the core and foundational services necessary to advance the practice of public health in Ohio; maximize the use of shared services; explore a pathway to PHAB accreditation for small health departments; and implement population health services. The Governor's Office of Health Transformation and the Ohio Department of Health is holding a regional forum at the Elks Lodge in Ravenna on May 6th from 10am – 2pm regarding the next State Health Assessment (SHA). This is one of five regional community forums to take place from the end of April through early May. I will send out information regarding the meeting and a place where you can register to attend if interested.

Action Items

Westside Food Mart License – has been operating without a license and selling food for 35 days. Jeff stated he would like them to cease and desist selling food until such a time they get through the plan review process and can be licensed.

Motion: A motion was made by Pam Freeman and seconded by Marchelle Bobbs for the Westside Food Mart to cease and desist selling food until recommendations by the Health Department are met and the proper food license is obtained. Jack Amrhein abstained from vote. With no other objections to this action. The motion passed.

Portage County Mosquito Contract - Mary Helen Smith, from Portage County Health & our Justin Smith have drawn up a contract for Mosquito control in the County.

Motion: A motion was made by John Gwinn and seconded by Joan Seidel to approve the Mosquito Control Contract between City of Kent Health Department and Portage County Health Department. With no objections. The motion passed.

Performance Management Metrics - We have begun to enter our strategic plan items. The staff developed some metrics for the Performance Management Plan. We have decided to use Healthy People 2020 as a reference. These items will be entered in the Performance management dashboard and then tracked and measured.

Motion: A motion was made by Joan Seidel and seconded by Pam Freeman to approve the Performance Management Metrics as outlined by Health Staff. There were no objections. The motion passed.

May Health Board Meeting Cancelled – This is due to the AOHC Combined conference scheduled for that week, which is mandatory for Health Commissioners to attend to receive state subsidy.

AOHC Conference Travel for Jeff Neistadt to attend May 2016

Motion: A motion was made by Pam Freeman and seconded by Jack Amrhein to approve Jeff Neistadt attending the AOHC Conference in May 2016. With no objections. The motion passed.

Live Pest Infestation – Voluntary or Mandatory Closing

Emergency Resolution 2016-003 – Authority for Health Commissioner to close an operation for non-emergency reasons

Motion: A motion was made by Pam Freeman and seconded by Jack Amrhein to approve Resolution 2016–003 giving authority to the Health Commissioner to close an operation for non-emergency reasons. Resolution passed by roll call vote: Amrhein-Aye; Bobbs-Aye; Freeman-Aye; Seidel-Aye; Wagener-Aye; Gwinn-Aye.

ODH Drowning Prevention Project - The Health Department will be working with Pool Operators to get them involved in this Drowning Prevention Project. In case of a pool injury, drowning or near drowning, an injury form is available to be filled out and forwarded to the State.

Motion: A motion was made by Joan Seidel and seconded by Marchelle Bobbs to approve the Kent Health Department Staff to participate in this Drowning Prevention Project with ODH and Local Pool Operators. With no objections. The motion passed.

Discussion Items

Health Department Location - Health Department is moving again to the Cutler Realty Building on at 414 E. Main Street.

CHIP Meetings – There is a meeting next Thursday 11 to 3 at the Ravenna Elks club. Other meeting dates will be forwarded to the Health Board members for considering attending.

New Food Service Handouts – Several new handouts have been developed based on issues that have recently occurred at food service operations.

Executive Session

Executive Session to discuss on personnel matters

Motion: A motion was made by Pam Freeman and seconded by Marchelle Bobbs to enter into executive session at 6:35 p.m. to discuss the Annual Evaluation of the Health Commissioner. Executive Session by roll-call vote: Resolution passed by roll call vote: Amrhein-Aye; Bobbs-Aye; Freeman-Aye; Seidel-Aye; Wagener-Aye; Gwinn-Aye.

Motion: A motion was made by Pam Freeman and seconded by Marchelle Bobbs to return from executive session at 7:03 p.m. Returned from executive session by roll-call vote: Amrhein-Aye; Bobbs-Aye; Freeman-Aye; Seidel-Aye; Wagener-Aye; Gwinn-Aye.

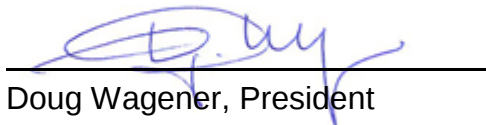
Executive Session - The Board of Health discussed the Health Commissioner's annual review. The Board has unanimously decided to grant Jeff Neistadt an additional week of vacation.

Motion: A motion was made by Marchelle Bobbs and seconded by John Gwinn to grant Jeff Neistadt an additional week of vacation. With no objections the motion passed.

Being no further business to discuss, Doug Wagener asked for a motion to adjourn.

Motion: A motion to adjourn the Health Board meeting of April 12, 2016, was made by Jack Amrhein and seconded by Pam Freeman. With no further discussion the motion passed.

Approved:



Doug Wagener, President



Jeff Neistadt, Secretary