



Kent City Health Department  
 414 E. Main St. POB 5192  
 Kent, Ohio 44240  
 HEALTH BOARD MINUTES  
 December 8, 2020

**Board Members Present**

Chris Woolverton  
 Jack Amrhein  
 Louise Frederick  
 Michelle Frederick  
 Emily Mattern  
 Pam Ferguson

**Staff Present**

Joan Seidel  
 Michael Anguilano  
 Ameeya Singh

**Guests**

Rosemary Ferraro (PCHD)  
 Dr. Angela DeJulius  
 Bob Walker (PCHD)  
 Jenna Gobrecht

Christopher Woolverton called to order the Kent City Health Board Meeting of December 8, 2020 at 5:30 pm. Joan Seidel started the roll call: Mattern: aye; L. Frederick: aye; Amrhein: aye; M. Frederick: aye; Woolverton: aye; Ferguson: aye

The Kent City Health Board Meeting minutes from the November 10, 2020 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 November meeting was made by Michelle Frederick and seconded by Emily Mattern. With no further discussions or objections, the motion passed.

**Guest Comments** – Jenna Gobrecht introduced herself as a member of Kent State media and that it was her first time attending a Board of Health meeting. Bob introduced himself and said that he would be reviewing changes to be made on the Emergency Response Plan. He added that he is requesting Board approval of the changes.

Ameeya Singh introduced herself and said that she has been doing contact tracing for the Kent City Health Department. Dr. DeJulius asked Ameeya what is the most surprising thing she has seen through tracing. Ameeya said those between the ages of 40 and 55 are in the middle ground where they interact with children and their parents and the multigenerational effects. Jenna asked Ameeya if there are certain age groups that are more or less responsive to contact tracing. Ameeya said it is really unknown until she starts to speak with individuals. She added that most of the Kent State students are willing to comply and provide names of who they have been in contact with. Some people keep very detailed logs of where they have been and what they have done, which makes the work easier. With no other questions, the Board thanked Ameeya for the work she has done and continues to do.

**REPORTS**

**Nursing/PHEP Report** – Rose reviewed the nursing/PHEP report and said that the department continues to be hard at work on COVID-19. The Health District is facing some burn out as the contact tracers continue working. Moving forward there will be a focus on tracing the at-risk populations first. Rose also discussed the plans for the COVID-19 vaccine, once it becomes available to Portage County. There have been many calls and meetings for the planning and operationalizing of the mass vaccination plan. Rose added that childhood vaccination clinics are likely to be put on hold given the rising cases of COVID-19. Dr. DeJulius said that AxessPointe offers vaccinations and PCHD can refer patients to them.

Jenna asked if there is a plan in place to vaccinate students. Rose said who gets vaccinated first is entirely dependent on the state of Ohio's tiered system. Healthcare workers will be getting vaccinated first. There was a discussion regarding the eventual vaccination of the long-term care facilities. Michelle said that they are being asked to schedule a maximum of four patients per hour, given the time it takes to prepare. She added that the process is very time-consuming.

Louise asked if there are any limitations on patients who are symptomatic or who have a known exposure to COVID. Rose said they have not received that info and will not receive it until it is FDA approved.

Bob Walker, the PHEP Coordinator for the Portage County Health District, introduced himself and explained the purpose of the emergency response plan (ERP). The document is being updated to clearly define the roles of the health departments in the county. If a particular disaster takes place in Kent City, the Kent City Health Department would be taking the lead on response. If a disaster happens outside of Kent but still within Portage County, then PCHD would take the lead. Bob iterated that there are a lot of stakeholders involved in the plan. The language for incident command has also been updated to be consistent throughout the document. Bob asked for a proclamation from the Board accepting the changes and wanted to reinforce that it is a living document. Joan noted no matter what the type of disaster marginalized populations have typically fared much worse than those with more resources. Joan said that there have been several comments and revisions. Bob said he would be happy to take back the changes and implement them in the document.

Christopher asked how the coordination of the MRC will be conducted for the COVID-19 vaccine rollout. Bob said he is the coordinator for the MRC and a survey is being planned to sort out who is able to assist. There is concern that members of the MRC are part of the high-risk group.

**Motion:** A motion to approve the Portage County Health District Emergency Response Plan with the proposed edits from the Kent City Board of Health was made by Emily Mattern and seconded by Jack Amrhein. With no objections the motion passed.

Christopher asked Rose about the communicable disease report. Rose said they are trying to keep up on it, but they did create a form for gathering demographic information for cases of STDs.

**Statistical Report for November 2020** – No comments

**Health Department Report** – Joan first provided an update on COVID-19. Portage County has been moved to Level 4/Purple, the highest level in the state's reporting system. While counties are normally given two weeks from the time they turn red to turn things around before moving to purple, the Ohio Department of Health moved Portage County after one week. The health department is asking citizens to reconsider their holiday plans, refrain from gathering, and to continue practicing social distancing and wearing masks. Since the start of the pandemic there have been 1,207 total cases of COVID-19. The health department is currently monitoring 80 cases and there are 127 active cases. The Ohio Department of Health also officially adopted the new CDC guidelines on quarantine and Kent City Health Department will follow the state. There had been plans to have another pop-up testing in the month of December, but those were put on hold. Discussions regarding vaccines, including the mass vaccination plans and the state's approach on who will be vaccinated first, are ongoing.

In terms of inspections, Joan wanted to let the Board know that food inspections are ongoing but housing inspections will be paused while the county is in Level 4/Purple. Complaints will still be addressed though in-person work will be used as a last resort.

**DISCUSSION ITEMS**

**Portage County ERP** - Michelle asked about missing information from Kent State. Christopher said that information will come from Kent State. Michelle also asked about how the community receives information. Christopher said that there is an official Public Information Officer who handles that communication. Dr. DeJulius added that there are a lot of appendices (called annexes in this plan) that goes into more depth on a lot of these questions.

**Membership fee for Association of Ohio Health Commissioners (AOHC)** – Joan wanted to let the Board know about the upcoming fee. This covers a lot of fundamental Health Commissioner educational opportunities, as well as resources and networking.

**Potential KCHD Expansion Space** – Joan said that the department as it stands is a tight fit and there is a concern that employees are too close together and programs could not be expanded. There is a vacant spot on the first floor of the PARTA Gateway that the health department is discussing taking. This area could be used for clinic space, vital statistics, or other health programs. Pam asked if the area is a store front. Joan said that it is and has better accessibility for the community.

**Update of FSO License Renewals** – Joan said that Justin Smith, Chief Sanitarian, wanted to update the Board of Health on license renewals for 2021. Joan said that there is an expectation that the health department will lose 28 FSO licenses and 11 vending machine licenses. Some of these were expected with Kent State reducing and consolidating their licenses. One body art establishment said that they are not going to renew their license this year. The establishment once moved to another location in Kent and renovated will most likely reapply at that time. Three pools have decided to not renew their license either, though this is likely due to the pandemic.

**ACTION ITEMS**

**Expenditures and Encumbrances for November 2020**

<b>Expenditures &amp; Encumbrances for November 2020</b>			
11/2/2020	Kent city Schools	Costs for pop up testing site, building use and Custodian	\$211.50
11/2/2020	Treasurer, State of Ohio	RFE Transmittal Fees October 2020	\$28.00
11/2/2020	Treasurer, State of Ohio	FSO Transmittal Fees October 2020	\$28.00
11/2/2020	Treasurer, State of Ohio	Public Swimming Pools Transmittal Fees	\$135.00
11/2/2020	Division of Real Estate	Burial Permit Fees for October 2020	\$162.50
11/3/2020	Kyle Kelly	Reimbursement for renewal of Pesticide License	\$35.00
11/3/2020	Ace of Kent	Misc. Supplies for Health Dept	\$400.00
11/10/2020	Ohio Dept. of Agriculture	Pesticide License renewal for Justin Smith & Eric Gorczynski	\$70.00
11/16/2020	Justin Smith	Fitness Reimbursement	\$288.24
11/17/2020	Hometown Bank	Facebook ads for Tobacco	\$100.00
11/19/2020	Justin Smith	Shoe Allowance as per AFSCME Article 38	\$125.00
11/25/2020	Auto Glass Systems	Tempered Glass Barriers for Reception Desks	\$1,212.75

**Motion:** A motion to approve the expenditures and encumbrances for November 2020 was made by Pam Ferguson and seconded by Michelle Frederick. With no further discussion the motion passed.

**Resolution for Swimming Pool Fee Increase (Third and Final Reading)**

**Motion:** A motion to approve Resolution 2021-002, increasing pool license fees was made by Jack Amrhein and seconded by Louise Frederick. With no objections

the motion passed by voice vote: Woolverton: aye; Amrhein: aye; Mattern: Aye;  
M. Frederick: aye; L. Frederick: aye.

**Resolution for Body Art Fee Increase (Third and Final Reading)**

**Motion:** A motion to approve Resolution 2021-003, increasing body art license fees was made by Pam Ferguson and seconded by Emily Mattern. With no objections the motion passed voice vote: Woolverton: aye; Amrhein: aye; Mattern: Aye; M. Frederick: aye; L. Frederick: aye

**Adoption of 2021-2026 Strategic Planning Document**

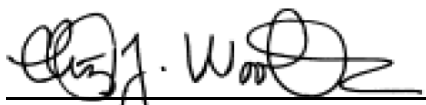
**Motion:** A motion to accept the 2021-2026 Strategic Planning document was made by Emily Mattern and seconded by Michelle Frederick. With no further discussion, the motion passed.

**EXECUTIVE SESSION**

**ADJOURN**

**Motion:** A motion to adjourn the health board meeting of December 2020 was made by Jack Amrhein and seconded by Jack Amrhein. With no further discussion the motion passed. Meeting adjourned at 6:41 p.m.

Approved:

  
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Christopher Woolverton, President

  
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Joan Seidel, Secretary