



Kent City Health Department  
201 E. Erie Street 2nd  
Kent, Ohio 44240  
HEALTH BOARD MINUTES  
February 9, 2021

**Board Members Present**

Chris Woolverton  
Jack Amrhein  
Pam Ferguson  
Michelle Frederick  
Emily Mattern

**Staff Present**

Joan Seidel  
Michael Anguilano

**Guests**

Dr. Angela DeJulius  
Tracy Radovic  
Rosemary Ferraro

**Board Members Absent**

Louise Frederick

Christopher Woolverton called to order the Kent City Health Board Meeting of February 9, 2021 at 5:33 pm. Joan Seidel started the roll call: Mattern: aye; Ferguson aye; Amrhein: aye; M. Frederick: aye; Woolverton: aye.

**Motion:** A motion to excuse Louise Frederick from the February 9, 2021 Kent City Board of Health meeting was made by Jack Amrhein and seconded by Pam Ferguson. With no objections, the motion passed.

The Kent City Health Board Meeting minutes from the January 2021 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 January meeting was made by Michelle Frederick and seconded by Emily Mattern. With no further discussions or objections, the motion passed.

**REPORTS**

**Nursing/PHEP Report** – Rosemary Ferraro, Director of Nursing at the Portage County Health District, said her team has primarily been vaccinating people. She thanked Joan for assisting in the vaccine efforts. Rose said the district has been inundated with cases and ODH contact tracers took a bulk of the cases to help alleviate the pressure. They did not finish the cases, so PCHD has had to go back and follow through. Dr. DeJulius added that the reduction in other communicable diseases may be due to the extra public health precautions taken. Joan added that the department has only seen one positive flu case. Rose wanted to mention that all schools in Portage County have been scheduled for their COVID vaccines. Joan and some KCHD staff will assist with Kent City Schools. Pam asked when the vaccine clinic for Kent schools will be. Rose said it is penciled in for February 22<sup>nd</sup>. Pam wanted to express her gratitude to Rose for the work being done with the vaccine.

**Statistical Report for January 2020** – Joan wanted to make note of an error in the food service fees that were paid in December but could not be deposited until January. The fee schedule altered some of this.

**Health Department Report** – Joan first provided an update on COVID-19. Portage County remains at Level 3/Red and seems to be staying there for a while. Kent has seen 8 deaths and over 1,900 cases since the beginning of the pandemic. Pop-up testing was held at the KSU Fieldhouse and 293 students and community were tested. COVID-19 vaccine is ongoing and tier 1B is starting to receive their doses. Joan said she assisted Portage County Health District at their Saturday clinic. Joan also presented the 2020 Epidemiology report to Kent City Council. A community video was also made about people's experiences with COVID-19 from the nursing and citizen perspectives. KCHD also continues to actively participate in the weekly media briefings with Portage County Health District and Portage County EMA. Christopher asked how the Kent State students are still the bulk source of the cases considering the low positivity percentage the University is reporting. Joan said the percentage is derived from on-campus testing, not off-campus.

Food and housing inspections are ongoing, but HB 6 has delayed license fees until July 1, 2021. OEHA is fighting this, as it adjusts the cost-analysis for every health department. Joan and Justin are still doing bar compliance checks. For housing, in-person inspections have resumed with some restrictions. For housing complaints, a telephone call will be the first step, with virtual inspections as the next choice and in-person being the last resort.

Tracy Radovic, Portage County Registrar, went over the new system the health department has employed to allow customers online access to birth and death certificates. The electronic system, called Permittium, went live February 1. Tracy said it is going very well so far and the department has done about 25 certificates already.

Joan said that there were three indigent deaths, with one of those individuals dealing with homelessness and chronic addiction.

## **DISCUSSION ITEMS**

**Nursing Contract** – Joan said that the 2020 nursing contract with Portage County has been signed and is now with the city budget and finance department.

**COVID-19 Subgrants** - All of the grants are on hold right now while the Ohio Department of Health gets a new chief epidemiologist. KCHD subgrants through the county, so once the state has a new one and moves forward with the grants we will know.

**Cutler Space** – Joan said that the first-floor space in the PARTA building, previously Cutler Reality, is being discussed and contracts are currently being reviewed with the Law Department. No walls will be built and a small footprint will be kept. Christopher asked how privacy will be kept. Joan said it will be the same as other clinics and make sure to have proper layered clothing and tables being spaced apart as well. Michelle wanted to mention that

additional signage is necessary, as it is not entirely clear where the health department is located.

**ACTION ITEMS**

**Expenditures and Encumbrances for January 2021**

<b>Expenditures &amp; Encumbrances for January 2021</b>			
1/4/2021	Parta	Blanket - Rental Lease and Parking	\$22,280.00
1/4/2021	Justin Smith	Reimbursement for renewal of NEHA membership	\$100.00
1/4/2021	Justin Smith	Reimbursement for renewal of OEHA membership	\$63.00
1/4/2021	OEHA	Membership renewal for Eric Gorczynski	\$30.00
1/4/2021	OABH	Membership renewal for Kent City Health Department	\$200.00
1/5/2021	Bissler & Sons	Cremation Services for indigent Kent resident 2020 #4	\$1,000.00
1/5/2021	Division of Real Estate	Burial Permit fee transmittal for December 2020	\$235.00
1/5/2021	Kyle Kelly	Reimbursement for renewal of Sanitarian License for 2021	\$93.50
1/6/2021	Ryan Alternative Staffing, Inc.	Blanket - Contact tracer staffing and Epidemiology staffing	\$15,000.00
1/6/2021	Friends Services, Co.	Blanket - Office Supplies	\$2,000.00
1/6/2021	Friends Services, Co.	Blanket - Office Supplies	\$500.00
1/6/2021	Lowe's Company	Blanket - Misc. Supplies for Health Dept	\$300.00
1/6/2021	Metzgers/Ace of Kent	Blanket - Misc. Supplies for Health Dept	\$800.00
1/6/2021	Vehicle Maintenance	Blanket - Maintenance of KHCD Vehicles	\$1,800.00
1/6/2021	Angela DeJulius, MD	Blanket - Medical Director Quarterly Payments	\$4,500.00
1/7/2021	Treasurer, State of Ohio	Vital Stats Technology fees October - December	\$33,373.28
1/7/2021	Bissler & Sons	Cremation Services for Indigent Kent resident 2021 #1	\$1,000.00
1/13/2021	Healthspace USA	EHS Annual Licenses for 5 users 2021	\$1,500.00
1/13/2021	Ohio Restaurant Assoc.	Association Dues 2021 for Justin Smith	\$110.00
1/14/2021	NALBOH	Membership renewal for 2021	\$200.00
1/19/2021	Eric Gorczynski	Reimbursement for renewal of Sanitarian License for 2021	\$93.50
1/22/2021	Shorts-Spicer-Crislip Funeral	Services for 2 indigent Kent residents #2 & #3	\$2,000.00

	Home		
1/25/2021	Swift First Aid	Blanket- First Aid kit replacement items	\$100.00

**Motion:** A motion to approve the expenditures and encumbrances for January 2021 was made by Pam Ferguson and seconded by Michelle Frederick. With no further discussion the motion passed.

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

Subcommittees were created to handle particular goals and strategies. Joan wanted to emphasize, for the nursing subcommittee, that the goal is to provide more services to the city while not competing with the county but augment it. Chronic disease management is also an emphasis. Joan said that the full document should be approved, not the documents from each subcommittee. No motion is necessary.


**Tobacco Policy Requiring Quitline Number at Point-of-Sale**

**Motion:** A motion to approve the draft policy requiring the Quitline be available at all point-of-sale areas in all tobacco vendors in the city of Kent was made by Emily Mattern and seconded by Michelle Frederick. With no further discussion the motion passed.

**ADJOURN**

**Motion:** A motion to adjourn the health board meeting of February 2020 was made by Jack Amrhein and seconded by Pam Ferguson. With no further discussion the motion passed. Meeting adjourned at 6:29 p.m.

Approved:

  
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Christopher Woolverton, President

  
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Joan Seidel, Secretary