

MEMORANDUM

TO: BOARD OF HEALTH MEMBERS  
FROM: NORBERT KLOPSCH  
SUBJECT: JULY 14, 2020 MEETING  
DATE: JULY 8, 2020

Greetings from City Hall!

We meet at 5:30 p.m. next Tuesday, July 14 in the Great Room at the OCC, as we did on May 26. Below is our protocol regarding face masks:

- Everyone must wear a face mask upon entering the OCC and Great Room.
- Chairs will be set up in a large circle, with more than six feet separation. Once everyone is seated, they may remove their masks, at their discretion.
- Everyone must wear a face mask upon departing the OCC.

Enclosed are:

- The meeting agenda.
- Minutes of our May 26, 2020 meeting.

Dr. Kyle Ramey, Oakwood School Superintendent, will join us to share information on evolving plans to open our schools next month. Also, Chief Alan Hill, our Public Safety Director, will join us to discuss safety department operations during this pandemic. Additionally, Carol Collins, our Leisure Services Director, will join us to provide an update on the operation of Gardner Pool parks and playgrounds. Karen Earley will assist Carol. Karen is our Leisure Services Program Supervisor and oversees all pool operations.

cc: Dr. Steve Enseleit, Health Commissioner  
Dr. John Ewing, Assistant Health Commissioner/Medical Director  
Paul Scaglione, R.S., Sanitarian

BOARD OF HEALTH  
AGENDA  
JULY 14, 2020

- I. CALL TO ORDER
- II. MINUTES OF PREVIOUS MEETING
- III. REPORT FROM CHAIR
- IV. REPORT FROM SANITARIAN
  - COVID-19 Cases in Oakwood and Montgomery County
- V. REPORT FROM HEALTH COMMISSIONER
- VI. REPORT FROM ADMINISTRATOR/CITY MANAGER
  - Operation of Gardner Pool, Parks and Playgrounds
  - Safety Department Operations
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
  - Opening of Oakwood Schools
  - Use of Face Masks
- IX. ADJOURN

THE MINUTES OF THE MEETING OF THE BOARD OF HEALTH, CITY OF OAKWOOD,  
STATE OF OHIO

The meeting was conducted on Tuesday, May 26, 2020 in the Great Room at the Oakwood Community Center, 105 Patterson Road.

In attendance were:

Dr. David Denka, D.O., Chair  
Mrs. Diane Scott, R.N., Member  
Mr. Paul Scaglione, R.S., Sanitarian

Dr. Steve Enseleit, M.D., Health Commissioner  
Mayor William D. Duncan, President

Excused absent were Dr. Sallie Wilson, D.O., Vice Chair; Dr. Elizabeth Maimon, DVM, M.P.H., Member; Dr. Bill Coyne, D.D.S., Member; and Mr. Norbert Klopsch, Administrator/City Manager.

Also in attendance were Law Director Rob Jacques and Leisure Services Director Carol Collins.

The meeting began at 5:35 p.m. Dr. Denka noted that a quorum was not present and that no Board action would be taken; instead, the meeting would simply be informational in nature. The following agenda items were discussed:

Minutes of Previous Meetings: Minutes from the January 28, 2020 meeting were reviewed and no corrections were noted. However, no motion was made for approval due to the lack of quorum.

Report from Chair: No report.

Report from Health Commissioner: Dr. Enseleit commented on the worldwide attention and response to the COVID-19 coronavirus, as well as its impact on local hospital admissions and the lack of elective procedures.

Report from Board Administrator/City Manager: Mr. Klopsch was unable to attend, but asked Mr. Jacques and Ms. Collins to brief the Board on the following items:

- Financial Audit: Mr. Jacques noted that 2019 audits have been completed for the city of Oakwood and Oakwood's local health district. The final report has not been received, but our auditors have informed us that both audits resulted in a clean report. This was the first year that the Oakwood Health District has been audited due to a change in state law declaring boards of health to be separate public offices. Although the Oakwood Health District was audited separately, we anticipate receiving a single audit report to cover both the City and the Oakwood Health District.
- Gardner Pool Plan: Mr. Jacques briefly commented on the city's experience with the COVID-19 coronavirus to date, noting that only one city employee had been diagnosed with the virus so far. City employees made the most of a difficult situation, continuing to provide essential governmental services through the pandemic. We anticipate reopening city facilities to the public on Monday, June 1, 2020.

Mr. Jacques and Ms. Collins then discussed the COVID-19 coronavirus protocols that will be implemented when Gardner Pool is opened to the public on Saturday, June 6, 2020. Major changes from normal operations include:

- Swimming will be limited to 2-hour sessions, with mandatory sanitization of restrooms, showers, and high-touch surfaces between sessions;
- An online reservation system will be implemented to manage occupancy limits;
- Plexiglass barriers will be installed at the pool entrance counter and concession stand;
- Deck and furniture layouts will be adjusted to promote social distancing;
- Masks will be recommended but not required for patrons;
- Masks will be required for certain employees except where appropriate social distancing can be maintained or when behind plexiglass barriers, and they will be prohibited where they interfere with safety (*i.e.*, lifeguards on-duty, those engaged in submerged swimming, etc.); and
- The concession stand will be serving mostly pre-packaged food to keep room temperatures manageable for those wearing masks. The only “cooked” items will be popcorn and soft pretzels.

Copies of the written protocol were distributed to the Board, as well as copies of signage that will be used throughout Gardner Pool facility. The Board was supportive of the city’s approach. Mr. Scaglione noted that the county’s inspection of Gardner Pool was scheduled for June 5, and that passing the inspection would also constitute the county’s approval of the COVID-19 coronavirus protocol.

Report from Sanitarian: No report, but Mr. Scaglione reiterated that the county’s inspection of Gardner Pool is scheduled for June 5, and that passing the inspection would also constitute the county’s approval of the COVID-19 coronavirus protocol.

Old Business:

- ASIST Training Program: Dr. Denka noted that Dr. Wilson had emailed him to say that this training program would be rescheduled, probably in October.

New Business:

- None.

There being no other business, the meeting adjourned at 6:10 p.m.

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Chair

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Secretary

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Commissioner of Health