

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

April 13, 2017

Members Present: Susan Buchwalter, PhD; Robert Lindsay, DO; Carl E. Forrer; Jerry Herman; Ella Kick, PhD; Dennis Tafoya; Brent Brown; Robert Troutman, Rick Hanlon

Staff Present: Nicholas V. Cascarelli, Ed.D., Health Commissioner; Tara McCulloch, Director of Administration, Susan Varnes, Director of Patient Care, Steve Rich; Beth Amstutz-Archer; Danielle Sharpe; Trevor Jones

Guest(s) Present: Jonathon Hamers, Prosecutor's Office; Bobby Warren, The Daily Record,

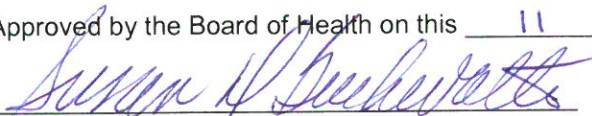
| TOPIC | INFORMATION | BOARD ACTION |
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| Call to Order | The meeting was called to order at 8:04 a.m. by Susan Buchwalter as a quorum was met. | No action needed. |
| Health Commissioner Update Nicholas Cascarelli, Ed.D. | Health Commissioner, Nicholas Cascarelli, presented the Workforce Development Plan to the Board. Nick also presented a Timesheet Storyboard and discussed the Health Department's results from the latest QI team. | No action needed. |
| Environmental Health Agenda | <p><u>2nd Dwelling Medical Variance NEW:</u></p> <p>A. <u>Carl Miller</u>, 9430 Zimmerman Rd., Wooster Ohio 44691. Chester Twp. New medical variance. Existing system installed in 1986. On-lot 1200' of lineal leaching with 2-1000 gallon septic tanks. Approval subject to property passing a compliance inspection that will be completed prior to BOH meeting. If approved annual renewal with inspection required \$50.00. Connection must be with alteration permit.</p> <p><u>2nd Dwelling Medical Variance Renewal:</u></p> <p>B. <u>Alfred Schlabach</u>. 9089 E. Lincoln Way, Orrville, Ohio 44667. East Union Twp. Compliance Inspection passed 3/20/17. Approved per policy.</p> | <p>A. Troutman/Lindsay All in favor</p> <p>B. No action needed.</p> |


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| | <p><u>Septic Variance for OAC 3701-29-18 (C):</u></p> <p>C. <u>Richard Pruitt</u>. 3737 White Oak Lane, Wooster, Ohio 44691. Plain Twp. Request to use septic tank until leach lines installed due to inclement weather. Approved per policy.</p> <p>D. <u>Aden and Betty Hershberger</u>. 17538 Harrison Rd. Navarre, Ohio 44662. Paint Twp. Request to use septic tank until leach lines installed due to inclement weather. Approved per policy.</p> <p>E. <u>Dave Yoder</u>. 17364 Dover Rd. Dundee, Ohio 44624 Paint Twp. Request to use septic tank until leach lines installed due to inclement weather. Approved per policy.</p> <p>Note: Previous local sanitary code allowed this without a variance. New State Sewage Code requires a variance. Per Sub-Committee Meeting January 2015 and discussion with OH this is approved per policy as an administration item.</p> <p><u>Unlicensed FSO/RFE Operations:</u></p> <p>F. License applications mailed by 1/3/17 with 3/1/17 deadline. Phone calls also made. Mailed delinquent letter 3/3/17 with late fee and notice of BOH pending action. List of operating unlicensed RFE/FSO as of BOH meeting 3/9/17 will be furnished. As of this mailing 67 facilities are operating without a license. Per ODA and ODH must immediately refer to Prosecutor. ALL facilities paid as of 3/3/17.</p> | <p>C. No action needed</p> <p>D. No action needed.</p> <p>E. No action needed.</p> <p>F. No action needed.</p> |
| Environmental Health Sub-Committee | There was no meeting. | No action needed. |
| Board of Health Minutes | Minutes from March 9, 2017 were accepted as mailed. | No action needed. |
| Operations Sub-Committee | There was no meeting. | No action needed. |
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| Financial Requests | <p>The Board approved the payment of bills in the amount of \$2,316.87 to be generated on April 13, 2017 (preauthorized) and bills in the amount of \$16,776.23 to be generated for payment on April 20, 2017.</p> <p>The Board approved interagency transaction/payments in the amount of \$925.79.</p> <p>The Board approved Expenditure Reimbursements in the amount of \$11,404.81.</p> | Herman/Forrer All |
| Out-of-Town Travel Reimbursements | The Board approved out-of-town travel. | Tafoya/Kick All |
| Authorize to Advance Funds SWA | The Board approved the amount of \$2000.00 to be advanced out of the General Fund and into the Solid Waste Assist Fund. | Forrer/ Lindsay All |
| Authorization to Transfer Appropriations | The Board approved the financial request to transfer appropriations. | Kick/Herman All |
| Amended Certificate to Increase/Amended Appropriations- Restricted Funds | The Board approved the financial request to increase revenue/amend appropriations to account for a new revenue budget line for Restricted Funds. | Kick/Hanlon All |
| Amended Certificate to Decrease/Reduce Appropriations- General Fund | The Board approved the financial request to decrease/reduce appropriations. | |
| Amended Certificate to Increase/Amended Appropriations- CHIP | The Board approved the financial request to increase revenue/amend appropriations to account for a new revenue budget line, CHIP (Community Health Improvement Plan.) | |
| Receipts & Expenses | The Board reviewed the Revenue and Expense reports for March 2017. | No action needed. |
| Patient Care Update | Director of Patient Care, Susan Varnes presented the February Patient Care update. | No action needed. |

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| | <p>The Health Department launched Phase 2 of Project DAWN. Phase 2 begins training community members on how to administer Narcan. Classes will be offered twice a month.</p> <p>The WIC Grant was released. It is flat-funded this year, being a non-competitive year, with no changes.</p> <p>There is still a continuing trend of fewer people coming to the Walk-In Clinic, Susan feels this is due to the ability to receive many vaccines at Drug Stores, Grocery stores and other places.</p> | |
| Administrative Board Items | There were no Administrative Board items to discuss. | No action needed. |
| Old Business | No old business was discussed. | No action needed. |
| New Business Upgrade Phone System/Equipment- Walnut Street | Tara McCulloch discussed with the Board several options for upgrading the phone system. The Board approved both Options 1 (\$10,122.93) and Option 2 (\$6240.22) with a 10% contingency for an approved total not to exceed \$17,999.47. | Hanlon/Herman All in favor. |
| Public Speaks | No one from the public spoke. | No action needed. |
| Future Meetings | <p>April 25, 2017 Environmental Health Sub-Committee</p> <p>April 28, 2017 Operations Sub-Committee</p> <p>May 11, 2017 Board of Health Meeting</p> | No action needed. |
| Adjournment | The meeting was adjourned as there was no more business. | No action needed. |

Approved by the Board of Health on this 11 day of may, 2017.


Susan Buchwalter, Ph.D.
President, Board of Health


Nicholas Cascarelli, Ed.D.
Health Commissioner