

**WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES**

August 11, 2016

Members Present: Susan Buchwalter, Jerry Herman, Robert Lindsay, Dennis Tafoya, Jack Miller, Ella Kick, Carl Forrer, Brent Brown, Anne Wiseman

Staff Present: Nicholas V. Cascarelli, Vaughn Anderson, Tara McCulloch, Susan Varnes, Steve Rich, Roberta James

Guest(s) Present: Bobby Warren (The Daily Record), Marjorie Shamp

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order at 8:00 a.m. by Susan Buchwalter.	No action needed
Health Commissioner Update Nicholas Cascarelli, M.H.H.S.	<p>Health Commissioner Nicholas Cascarelli gave an update of his recent activities as follows:</p> <ul style="list-style-type: none"> <li>• ODH Director Hodges visited after last Board meeting. There was a very nice article in the Daily Record.</li> <li>• Cortney is finishing up the Community Health Assessment. We added some additional data sources and put it together in a format acceptable to the Public Health Accreditation Board.</li> <li>• Turned in an application for \$25,000 to the Ohio Department of Health to help pay for the Community Health Improvement Plan. Regardless of we receive funding or not, we are forging ahead. I am planning to convene various community stakeholders to serve as a steering committee for the Community Health Improvement Plan. Susan, Cortney and I will facilitate the process in building upon those pieces that will be coming out of the Family and Children First council.</li> <li>• The directors are fine tuning those items to be included in their portions of the performance management system. They have solicited staff comments and I will be putting it together and adding additional measures to our performance management system.</li> </ul>	No action needed

- I am also working on a standard communications plan for the agency. We will be standardizing non-emergency communications. This would include items such as a standard format for news releases, incorporating our brand on all documents coming out of this agency. This will also include procedures related to communicating with the public, communications within the agency, utilization of our web site and other social media and integrating our regular means of communications, i.e. the *Primary Prevention* newsletter, client newsletter and the *News For You* (our new internal newsletter) into the plan.
  
- Meetings attended
  - Family and Children First Council General, Planning, Communications and Executive meetings.
  - Opiate Task Force Support and Executive committee meetings.
  - Wooster Healthy Living
  - Community Action Wayne Medina – Mobility manager with Susan

Environmental Health Agenda

Environmental Health Director Vaughn Anderson presented the following Environmental Health agenda items:

A. 2<sup>nd</sup> Dwelling or Medical Variance New

Ervin & Nancy Cole, 5061 Dover Road, Apple Creek OH

The Cole's son, David Cole, has a medical handicap. Therefore, they are asking to place a 2<sup>nd</sup> mobile home on their lot. Their son can live there with assistance at all times in regards to cooking, cleaning, and general medical maintenance. When David no longer needs to live this way the mobile home will be removed. Inspected annually with \$50.00 renewal fee. Trash tank will need pumped within 30 days of approval/before settling MHP. System is aerator which use to have a 2 MHP home already tied into it with an extra septic tank. Has not been that way for years. Maximum a two bedroom MHP is allowed. Staff and EH Sub-Committee recommends approval.

A. Kick/Wiseman  
All

B. 2<sup>nd</sup> Dwelling or Medical Variance Renewal

Candice Richards, 4744 Fox Lake Road, Smithville OH

Variance approved per policy

B. Brown/Tafoya  
All

C. Septic Variance

David Dotterer, 6113 Sterling Road, Sterling OH

Mr. Dotterer needs to design a replacement septic system. Soils only allow for a mound system. However, due to the flood plain a Variance is needed. The type of system needed is a mound installation which requires a variance since not all below grade. The mound will be installed in a portion of the flood plain in front of the residence which has the least amount of flood plain. Below grade is not possible due to soils. Only other option is to install NPDES which is last resort or mound in ALL of the flood plain which would also require a variance. Only about 30' of mound will be in flood plain. This will help facilitate a lot split. Staff recommends approval.

C. Wiseman/Herman  
All

D. Failed Operation & Maintenance Sewage Inspection

1. Rita Rice, 11087 Pleasant Home Road, Rittman OH

D1. Forrer/Tafoya  
All

	<p>Have/had failed several inspections with little to no contact. Repeat offense from 2015. Staff recommends BOH declare a PHN and refer to prosecutor if not abated. Re-inspection fees will be assessed to property. Owner had contacted Vaughn stating unit is at Hackworth and has been repaired but he doesn't have the money to pay. He now has secured a job and believes the unit will be installed by 08/11/16. Vaughn explained he will still be on Board agenda but needs to have the re-inspection completed prior to avoid further enforcement. Aerator was NOT installed or repaired. Board to declare a public health nuisance and send orders.</p> <p>2. Chad Weber, 108 North Maple Street, West Salem OH</p> <p>E. Solid Waste Nuisance Edward &amp; Betsy Duncan, 7579 Ickes Road, Wooster OH</p> <p>F. Solid Waste Nuisance Bradley May, 211 Greeley Street, West Salem OH</p> <p>G. Solid Waste Nuisance Steve Rufener, 12286 Shondel Road, Rittman OH</p> <p>There has been some progress but still not abated. Property owner was asked to attend meeting to give a reason why a hearing should not be scheduled. Did not attend. No contact. Board already declared a public health nuisance 7/14/2016. Hearing is now scheduled for next meeting.</p> <p>H. Solid Waste Nuisance M &amp; T Bank, 6604 Second Street, Sterling OH</p> <p>I. Solid Waste Nuisance Jonnie Bond, 8251 Newkirk Road, Shreve OH</p> <p>Neighbors thanked department for cleanup. Foreclosure initiated.</p>	<p>D2. Abated</p> <p>E. Abated</p> <p>F. Abated</p> <p>G. Herman/Brown All</p> <p>H. Abated</p> <p>I. Abated</p>
--	--	--

	<p>J. Solid Waste Nuisance</p> <p>Phillip Cehrs, 3442 Lattasburg Road, Wooster OH</p> <p>Prosecutor to go after foreclosure. Prosecutor is filing another enforcement action against property.</p>	No Action required.
Environmental Health Meeting Minutes	June and July Minutes were accepted	No action needed
Board of Health Meeting Minutes July 14, 2016	Minutes were accepted	Forrer/Brown All
Operations Sub-Committee Meeting	Minutes were accepted	No action needed
WCHD Bills & Interagency Transactions	Board approved WCHD Bills & Interagency Transactions/Payments	Wiseman/Herman All
Travel	Board approved Travel & Related Expenses	Kick/Forrer All
Authorization to Transfer Appropriations	Board approved Authorization to Transfer Appropriations	Kick/Wiseman All
Approval WCHD Pre-Authorized Bills & Utility Purchase Orders	Board approved WCHD Pre-Authorized Bills & Utility Purchase Orders	Kick/Tafoya All
Authorization to Transfer Appropriations	Board approved Authorization to Transfer Appropriations	Kick/Wiseman All
Receipts & Expenses	Dr. Buchwalter reviewed receipts and expenses	No action needed

Patient Care	Director of Patient Care, Susan Varnes, discussed vaccines and boosters for 7 <sup>th</sup> and 12 <sup>th</sup> grade students. A letter has been sent to school nurses. A rather lengthy discussion was held on flu vaccine clinics. There are not as many clinics due to doctor office's and drug stores, etc. administrating flu shots. However, nurses have many other areas where their time is utilized. The department has tried to be competitive in their pricing and offer high dose for the elderly. Mr. Brown suggested more advertising be done to regain revenue. Dr. Buchwalter suggested advertising more about adult dose for flu vaccine. Susan Varnes reported marketing letters have been sent to 50 businesses letting them know that services and clinics are provided. Separate letters have been sent to drug treatment centers, etc. to inform them of our services. A project called Project Don with opiate kits were dispersed last year. They worked closely with the Sheriff's Office and first responders. Dr. Buchwalter suggested for next year maybe looking into on site clinics at businesses with the employer paying the costs. Susan Varnes also discussed the Ziki issue.	No action needed
Administrative Items	Board accepted the resignation of Dea Most, Nutritionist effective 08/18/16	Kick/Wiseman All
Old Business	No items	No Action Needed
New Business	HB110 Semi Public septic system renewal contract	Herman/Brown All
Public	No one from the public	No Action Needed

Upcoming Meetings	08/23/16 Environmental Health Sub Committee 08/26/16 Operations Sub Committee 09/08/16 Board of Health	No Action Needed
Adjourn	Meeting was adjourned at 9:25 a.m.	No Action Needed

Approved by the Board of Health on this 8<sup>th</sup> day of September, 2016.



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



Nicholas Cascarelli, Ed.D.  
Health Commissioner