

**WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES**

November 8, 2018

**Members Present:**

Susan Buchwalter, PhD; Jerry Herman; Brent Brown; Carl Forrer; Robert Lindsay, DO; Jack Miller; Robert Troutman; Anne Wiseman

**Staff Present:**

Nicholas V. Cascarelli Ed.D., Health Commissioner; Vaughn Anderson, Director of Environmental Health; Chrystal Marcum, Director of Finance and Human Resources; Jason Murvine; Beth Amstutz-Archer

**Guest(s) Present:**

Barbara Biro, Prosecutor's Office


TOPIC	INFORMATION	BOARD ACTION
<p>Health Commissioner Update</p>	<p>Nicholas Cascarelli, Health Commissioner updated the Board.</p> <ul style="list-style-type: none"> <li>• He met with Attorney Monica Miyashita to set up a 501(c)3.                             <ul style="list-style-type: none"> <li>◦ We have received \$80 from the Wayne County Housing Coalition for our Cribs for Kids program.</li> <li>◦ The 501c3 would be primarily used to manage donations like this one and to apply for health grants that only 501c3 are allowed to apply for.</li> </ul> </li> <li>• Accreditation                             <ul style="list-style-type: none"> <li>◦ We have sent documentation for 30 of the over 100 measures for accreditation.</li> </ul> </li> <li>• Nick met with Orrville Chamber of Commerce president Lori Reinbolt. The Health Department will join in 2019. We have belonged to Wooster Chamber for years. He spoke with Rittman's Chamber of Commerce Director briefly.</li> <li>• Susan and Nick discussed Electronic Medical Records with a collaboration of several health departments who went in together and started a collaborative for billing and EMR. The collaborative is an offshoot of AOHC and is already credentialed with most major insurers.</li> <li>• Nick started meeting with contractors to redesign our website. It was last designed in 2013.</li> </ul>	<p>No action needed.</p>

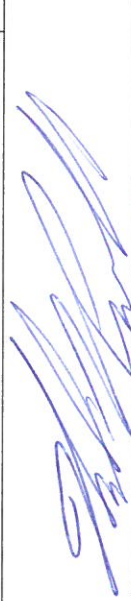
<p>Second Reading and Public Hearing Proposed Regulation 184</p>	<p>The Board of Health entered into a public hearing at 8:24a.m. Vaughn Anderson, Director of Environmental Health discussed the Second Reading of Proposed Regulation 184, to be effective January 1, 2019. There were no members of the public present at the hearing.</p> <p>The Board of Health exited the public hearing at 8:25a.m.</p> <p>The Board of Health approved the second Reading of Proposed Regulation 184.</p>	<p>Wiseman/Brown</p> <p>Yea: Wiseman, Brown, Forrer, Miller, Buchwalter, Lindsey, Herman, Troutman</p> <p>Herman/Troutman</p> <p>Yea: Troutman, Herman, Lindsey, Buchwalter, Miller, Forrer, Brown, Wiseman</p> <p>Brown/Wiseman</p> <p>Yea: Wiseman, Brown, Forrer, Miller, Buchwalter, Lindsey, Herman, Troutman</p>
<p>Environmental Health Meeting</p>	<p><b>Septic Variance</b></p> <p>1. <u>Aden and Emma Raber</u>. 12919 Goudy Rd., Orrville, OH 44667.</p> <p><b>Rabies Violations</b></p> <p>2. <u>Jennifer Baker</u>. 222 Fairlawn Ave., Rittman, OH 44270. <u>Katelynn Freeze</u>. 148 Wright St., Rittman, OH 44270.</p> <p>The minutes from October 26, 2018 were accepted.</p> <p>The Ethics Committee held a discussion during the Environmental Health Meeting on October 26, 2018.</p> <p>Nick updated the Board. It has been recommended if we have several fees to adjust, that Vaughn separate them into separate resolutions.</p> <p>Barbara Biro, from the Prosecutor's Office noted that within the minutes, abstainment counts towards the quorum count but not does count as a "yea" vote.</p>	<p>1. Herman/Wiseman All in favor</p> <p>2. Herman/Wiseman All in favor</p> <p>Wiseman/Lindsey All in favor</p> <p>No action needed.</p>
<p>Environmental Health Agenda</p>	<p>There was no Environmental Health Agenda.</p>	<p>No action needed.</p>

Board of Health Minutes	The Board of Health minutes from October 11, 2018 were accepted.	Troutman/Herman All in favor
Operations Sub-Committee	<p>Jerry Herman updated the Board.</p> <ol style="list-style-type: none"> <li>1. The Board approved the Clerk 1 part-time position to a full-time Position.</li> <li>2. The Board approved the request to close early on December 14, 2018 after the staff holiday party/luncheon.</li> <li>3. The Board approved the request to close of the Walnut Street offices on December 24, 2018.</li> </ol> <p>The Operations Sub-Committee meeting minutes from October 26, 2018 were accepted.</p>	<p>1. Herman/Brown All in favor</p> <p>2. Herman/Wiseman All in favor</p> <p>3. Herman/Wiseman All in favor</p> <p>Herman/Forrer All in favor</p>
Financial Requests	<p>Chrysal Marcum, Director of Finance and Human Resources discussed the Financial Requests with the Board.</p> <ol style="list-style-type: none"> <li>1. The Approval of Bills and Interagency Transactions was approved.</li> <li>2. The Approvals of Water Pollution Control Loan Fund Payments were approved.</li> <li>3. The Authorization to Transfer Funds from General Fund Transfer-Out to Sewage Transfer-In was approved.</li> <li>4. The Approval of Travel and Related Expenses was approved.</li> <li>5. The Authorization to Transfer Appropriations from General Fund to accommodate expenses through 2018 was approved.</li> </ol>	<p>1. Wiseman/Troutman All in favor</p> <p>2. Wiseman/Forrer All in favor</p> <p>3. Wiseman/Herman All in favor</p> <p>4. Herman/Wiseman All in favor</p> <p>5. Forrer/Troutman All in favor</p>
Receipts & Expenses	Revenue and Expense reports through October, 2018 were reviewed.	No action needed.
Patient Care Update	Susan Varnes, Director of Patient Care gave the Patient Care Update:	No action needed.

	She discussed WIC's Management Evaluation and Patient Care's quarterly statistical report.	
Administrative Board Items	<p><u>Status Change:</u> Danielle Sharpe, Clerk 1, moved from part-time to full-time beginning October 29, 2018.</p> <p><u>Promotion:</u> Stacey Ramseyer, Nursing Supervisor, at \$25.00/hour effective November 7, 2018.</p> <p><u>New Hire:</u> Jason Murvine, Sanitarian in Training, at \$16.24/hour, effective October 31, 2018.</p>	Troutman/Lindsey All in favor
Old Business	Vaughn Anderson, Director of Environmental Health and Barbara Biro from the Prosecutor's Office updated the Board on Jonnie Bond. Complaint was filed October 2, 2018. Perfected service October 30, 2018. At the December BOH meeting we can file for a motion for judgment.	No action needed.
New Business	There was no New Business to discuss.	No action needed.
Public Speaks	No one from the public spoke.	No action needed.
Future Meetings	<p>11/27/18 Environmental Health Sub Committee/Ethics</p> <p>11/30/18 Operations Sub Committee</p> <p>12/13/18 Board of Health</p>	No action needed.
Adjourn	The meeting was adjourned at 9:01 a.m. as there was no further business to discuss.	Wiseman/Herman All in favor

Approved by the Board of Health on December 13, 2018.

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

  
 Nicholas Cascarelli, Ed.D.  
 Health Commissioner