

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

December 13, 2018

Members Present:

Susan Buchwalter, PhD; Jerry Herman; Brent Brown; Carl Forrer; Ella Kick, Robert Lindsay, DO; Jack Miller; Dennis Tafoya; 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; Susan Varnes, Director of Patient Care; Beth Amstutz-Archer

Guest(s) Present:

Marjorie Champ- (Alternate Board Member), Barbara Biro- Prosecutor's Office, Mark Bodziony-public

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Dr. Susan Buchwalter at 8:00 a.m.	No action needed
Health Commissioner Update	<p>Nicholas Cascarelli, Health Commissioner, shared his December, 2018 update:</p> <ul style="list-style-type: none"> • Accreditation- we have sent documentation for 60 of the over 100 measures • Stacey Ramseyer, our new nursing supervisor, will do a talk for 75-80 Wooster Chamber of Commerce members on staying healthy in the workplace on December 19th. • Nick will be taking part in the Orrville Chamber of Commerce Health and Safety Fair on January 9th. • We have received over \$2300 in donations for Cribs for Kids program. • Nick attended the NE Ohio AOHC meeting where the new format of the annual financial report that we must submit to the state each year. The new format will help us and other health districts do a better job of determining the cost of doing business. • Nick has met with 2 contractors to redesign our website. We received one estimate to date and he will be contacting 2 others. 	No action needed

<p>Third Reading and Adoption of Regulation 184</p>	<p>Proposed Regulation 184 was read for the third time and adopted. It will be effective January 1, 2019.</p>	<p>Brown/Forrer</p> <p>Yeas: Wiseman, Brown, Forrer, Kick, Miller, Lindsay, Herman, Bob</p> <p>Tafoya abstained because he is regulated by Regulation 184.</p>
<p>Environmental Health Meeting Minutes</p>	<ol style="list-style-type: none"> 1. <u>Septic Variance</u> Rover Pipeline Compressor Station #2, 1085 North Elyria Road, Wooster, OH 44691. 3701-29-18 (C) (6) Approved per policy. 2. <u>Solid Waste Public Health Nuisance</u> John and Debra Franks, 11225 Stratton Road, West Salem, OH 44287. Staff recommends refer to BOH and declare a PHN under ORC 3701.01. Staff also recommends proceeding under ORD 3701.02 and scheduling a hearing for the next BOH meeting, January 10, 2019. 3. <u>Solid Waste Public Health Nuisance</u> Dennis Henning, 18446 Krug Road, Dalton, OH 44618. Staff recommends refer to BOH and declare a PHN under ORC 3701.01. Staff also recommends proceeding under ORD 3701.02 and scheduling a hearing for the next BOH meeting, January 10, 2019. <p>The minutes from the November 27, 2018 Environmental Health Subcommittee Meeting were accepted.</p>	<ol style="list-style-type: none"> 1. Miller/Herman All in favor 2. Miller/Forrer All in favor 3. Miller/Tafoya All in favor <p>Brown/Wiseman All in favor</p>
<p>Public Speaks</p>	<p>Mark Bodziony, a member of the public, and neighbor to Henning's property, spoke at the meeting. Mr. Bodziony thanked the Health Department and The Board of Health for their efforts.</p>	<p>No action needed</p>


<p>Environmental Health Agenda</p>	<p>Vaughn Anderson, Environmental Health Director, discussed the Environmental Health Agenda.</p> <p>1. Walk-In Septic Variance</p> <p><u>Ammon Miller</u>, 10311 Old Lincoln Way, Orrville, OH 44667. Staff recommends approval. 3701-29-18 (C) (6) Approved per policy.</p> <p>2. Rabies Enforcement</p> <p><u>Jennifer Baker</u>, 222 Fairlawn Avenue, Rittman, OH 44270 Dog was vaccinated.</p> <p>3. Solid Waste Nuisance</p> <p><u>Jonnie Bond</u>, 1245 Jentes Road, Wooster, OH 44691. The Prosecutor's Office gave an update. Hearing to be scheduled. Bond hired an attorney and is contesting our case.</p> <p>4. Rabies Enforcement</p> <p><u>Katelynn Freeze</u>, 148 Wright street, Rittman, OH 44270. The Prosecutor's Office gave an update, because the bite was not substantiated, the item is abated.</p> <p>The minutes from the November 13, 2018 meeting were accepted.</p>	<p>1. Forrer/Kick All in favor</p> <p>2. Abated</p> <p>3. No action needed at this time.</p> <p>4. Abated</p> <p>No action needed</p>
<p>Ethics Committee Meeting Minutes</p>	<p>Jack Miller updated the Board on the discussion held at the November 13, 2018 Ethics Committee Meeting.</p> <p>The minutes were accepted.</p>	<p>No action needed</p> <p>Herman/Troutman All in favor</p>

Board of Health Minutes	The Board of Health Meeting Minutes from November 8, 2018 were accepted as mailed.	No action needed
Operation Sub-Committee Meeting Minutes	The Operations Sub-Committee Meeting Minutes from November 30, 2018 were accepted noting a correction in the dates for the budget items.	Troutman/Wiseman All in favor
Financial Requests	<p>Chrystal Marcum, Director of Finance and Human Resources discussed the Financial Requests with the Board.</p> <ol style="list-style-type: none"> 1. The Approval of Bills and Interagency Transactions was approved. 2. The Approvals of Water Pollution Control Loan Fund Payments were approved. 3. The Authorization to Transfer Funds from General Fund Transfer-Out to Sewage Transfer-In was approved. 4. The Amended Certificate Decrease was approved. 5. The Reduction of Appropriations was approved. 6. The Authorization to Transfer Appropriations was approved. 7. The Authorization to Transfer Funds was approved. 8. The Approval of Travel and Related Expenses was approved. 	<ol style="list-style-type: none"> 1. Herman/Kick All in favor 2. Troutman/Tafoya All in favor 3. Troutman/Tafoya All in favor 4. Forrer/Tafoya All in favor 5. Kick/Herman All in favor 6. Kick/Wiseman All in favor 7. Tafoya/Kick All in favor 8. Herman/Brown All in favor

Receipts & Expenses	The Receipts and Expenses through November, 2018 were reviewed.	No action needed
Patient Care Update	<p>Susan Varnes, Director of Patient Care, gave a Patient Care Update:</p> <p>The Orrville Outreach Clinic that has been held at a church, will be relocating to the Orrville Boys and Girls Club the second week of March, 2019.</p> <p>The new Nursing Supervisor, Stacey Ramseyer, started in her new position on November 7, 2018</p> <p>The New WIC Supervisor, Wendy Anderson, began her training on December 3, 2018.</p> <p>Susan attended the WIC Director's Meeting November 29, 2018.</p> <p>Patient Care will begin receiving new revenue within our current services. When the new MCH Nurse starts, they will do the billing for the Letters of Approval, which can be billed as nursing hours.</p>	No action needed
Administrative Board Items	<u>Promotion:</u> Wendy Anderson, WIC Supervisor, beginning December 3, 2018.	Forrer/Brown All in Favor
Old Business	There was no Old Business to discuss.	No action needed
New Business	<p>The Medical Director Contract for Kathryn Helmuth was approved.</p> <p>The Associate Medical Director Contract for Amy Joliff was approved.</p> <p>Both Contracts are effective January 1, 2019 until December 31, 2019.</p> <p>A contract for Tara McCulloch for Financial and Human Resources Services was approved. The contract is effective January 1, 2019 – August 31, 2019.</p>	<p>Tafoya/Forrer All in favor</p> <p>Tafoya/Forrer All in favor</p> <p>Kick/Lindsey All in favor</p>

<p>Executive Session</p>	<p>The Board of Health went into Executive Session at 8:45 a.m.</p> <p>The Board of Health exited Executive Session at 9:36 a.m.</p> <p>The Board of Health will continue Nicholas Cascarelli's contract with a 3% increase, effective January 1, 2019.</p> <p>The Board thanks Nick for his service the last year and appreciates his efforts.</p>	<p>Forrer/Kick</p> <p>Yeas: Troutman, Herman, Lindsey, Tafoya, Miller, Kick, Forrer, Brown, Wiseman</p> <p>Forrer/Kick</p> <p>Yeas: Wiseman, Brown, Forrer, Kick, Miller, Tafoya, Lindsey, Herman, Troutman</p> <p>Herman/Brown All in favor</p>
<p>Future Meetings</p>	<p>12/25/18 Environmental Health Sub-Committee No agenda per Vaughn</p> <p>12/28/18 Operations Sub-Committee No agenda per Chrystal</p> <p>1/10/18 Board of Health</p>	<p>No action needed</p>
<p>Adjourn</p>	<p>The meeting was adjourned at 9:38a.m. as there was no further business to discuss.</p>	

Approved by the Board of Health on January 10th, 2019.


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



Nicholas Cascarelli, Ed.D.
 Health Commissioner