

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES
February 14, 2019

Members Present: Jerry Herman; Brent Brown; Carl Forrer; Rick Hanlon; Ella Kick, Robert Lindsay, DO; Jack Miller; 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; Bob Hempel
Guest(s) Present: Marjorie Shamp (Alternate BOH Member); Barbara Biro- Prosecutor's Office

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Jerry Herman at 8:02 a.m.	No action needed
Hearing	<p>The Board entered the Hearing at 8:02 a.m.</p> <p>Board Order to Abate 11225 Stratton Rd. West Salem, Ohio, 44287. John and Debra Franks. Property owners did not attend the hearing.</p> <p>Vaughn Anderson, Director of Environmental Health shared Exhibits A,B,C. Exhibit A: 10/3/17. Public Health Nuisance Complaint, from Anonymous. Wayne County Health Department Complaint Investigation Form dated 10/2/17. Exhibit B: 6/6/18. Letter to Debra Franks, Property owner, from Bob Hempel, Public Health Sanitarian, Wayne County Health Department. Exhibit C: 1/11/19 & 1/17/19. Sent by Certified Mail, a letter to John H. Franks and Debra Franks, Property owners. Board of Health Orders and Citation for Hearing. Both certified letters were returned as unclaimed. Letters were also mailed regular mail.</p> <p>Vaughn also shared pictures of the solid waste, trash/garbage, and a burn pile located on the property dated 1/8/19, some clean up can be seen. 1/10/19, a picture of the posted letter, Official Notice/Nuisance Investigation, dated 1/11/19. 2/6/19, A picture of the posted letter on the ground and more pictures of the solid waste located on the property. Property was declared a Public Health Nuisance by The Wayne County Board of Health at meeting dated December 13, 2018 and January 10, 2019.</p> <p>Motion to proceed with clean up.</p>	<p>Forrer/Wiseman Rollcall: Wiseman, Forrer, Kick, Hanlon, Miller, Troutman</p> <p>Brown/Lindsey Rollcall: Troutman, Miller, Hanlon, Kick, Forrer, Wiseman</p>

	<p>The Hearing adjourned at 8:12 a.m.</p> <p>The BOH meeting began at 8:13 a.m.</p>	<p>Brown/Hanlon Rollcall: Wiseman, Forrer, Kick, Hanlon, Miller, Troutman</p> <p>No action needed</p>
Health Commissioner Update	<p>Nicholas Cascarelli, Health Commissioner, shared his February, 2019 update:</p> <ul style="list-style-type: none"> • Accreditation update, Nick shared the Performance Management dashboard summaries for EH and Admin. Susan's report will be incorporated later. • Nick spoke at the Wayne County Republican Women's organization on January 14 to discuss health department programs and services. • Web design update. • The annual District Health Advisory Council Meeting will take place March 4th. Several board members terms are up, Nick has notified those board members. • The operations committee meeting will serve as the nominating committee at the next meeting on February 22nd. Please let another operations committee member know if you are interested in being the president or vice president of the board or if you would like to nominate someone. 	<p>No action needed</p>
Environmental Health Meeting Minutes	<p>The minutes from the January 22, 2019 meeting were accepted as mailed.</p> <p>Septic Registration Variance OAC 3701-29-03 (C) (5) CEU's earned in 2019 to be applied towards 2019 registration.</p> <ol style="list-style-type: none"> 1. Jim Frizell- Burkey Excavating, Inc., 5690 Geyers Chapel Rd., Smithville, OH 44608. 	<ol style="list-style-type: none"> 1. Miller/Hanlon All in favor

	<ol style="list-style-type: none"> 2. Jason Rogers- Rogers Excavating, 10216 Erie Ave S.W., Beach City, OH 44608. Septic Tank Variance 3701-29-18 (C) (6) Due to weather property owner(s) to use septic tank as a temporary holding tank until leach lines can be installed. 3. Mike Ickes, 2671 W. Old Lincoln Way, Wooster, OH 44691. 4. Daniel Winthrow, 1333 Oil City Rd., Wooster, OH 44691. 5. Aaron Riedel, 11065 Franchester Rd., West Salem, OH 44287. Resolution No. 02-14-2019 6. Resolution No. 02-14-19 was approved for the Water Pollution Control Loan Fund WPCLF Contract 7. The Water Pollution Control Loan Fund Contract was approved. Amish Privy and Grey Water Systems OAC 3701-29-12 (H) for cast in place privy and 55-gallon barrels for grey water systems and 3701-29-15 (H) for grey water leach lines. 8. Staff recommends the BOH approve these as individual variances as a policy and retro approve those systems already installed, similar to what the BOH does to approve medical variances. (See attachment A). 	<ol style="list-style-type: none"> 2. Miller/Wiseman All in favor 3. Miller/Hanlon All in favor 4. Miller/Wiseman All in favor 5. Miller/Brown All in favor 6. Miller/Brown All in favor 7. Miller/Wiseman All in favor 8. Miller/Forrer All in favor
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	<p style="text-align: center;">New Business</p> <p>9. Staff recommends, in the case of late variance registrations, in 2020 the BOH approves a policy for a \$100.00 variance fee for late registrations for Haulers, Installers and Service Providers. The fee was previously waived but staff now has to do more work in tracking CEU's not earned or earned in the same time period. This would be a policy change.</p> <p style="text-align: center;">Correction</p> <p>Please note there was a correction needed, as the minutes reflected p.m. when the meeting ended at 9:18 a.m.</p>	<p>9. Miller/Kick All in favor</p> <p>No action needed</p>
<p>Environmental Health Agenda</p>	<p>Vaughn Anderson, Environmental Health Director, discussed the Environmental Health Agenda.</p> <ol style="list-style-type: none"> 1. Septic Variance- Amish Privy and Grey Water Systems, Vaughn shared a list of properties requesting variances for approval. 2. Solid Waste Nuisance- 18445 Krug Rd. Update on clean up. 3. Solid Waste Nuisance- 1245 Jentes Rd. Prosecutor Update. 	<ol style="list-style-type: none"> 1. No action needed 2. No action needed 3. The BOH referred Carl's suggestions back to the EH Subcommittee.
<p>Board of Health Minutes</p>	<p>The minutes from January 10, 2019 were accepted as mailed.</p>	<p>No action needed</p>
<p>Operation Sub-Committee Meeting Minutes</p>	<p>The minutes from January 25, 2019 were accepted as mailed.</p> <p>Chrystal Marcum, Director of Finance and Human Resources discussed the Pre-approved Utility amounts for 2019. The BOH approved the proposed amounts.</p>	<p>Herman/Kick All in favor</p>

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 Authorization to Transfer Funds was approved. 3. The Approval of Travel and Related Expenses was approved. 	<ol style="list-style-type: none"> 1. Wiseman/Kick All in favor 2. Wiseman/Kick All in favor 3. Wiseman/Hanlon All in favor
Receipts & Expenses	<p>The Receipts and Expenses through January 2019 were reviewed.</p>	<p>No action needed</p>
Patient Care Update	<p>Susan Varnes, Director of Patient Care, gave the Patient Care Update. Walk-In Clinic numbers are up, STD Clinic is up, likely due to STD being incorporated into the Walk-In Clinic. WIC case load is down, a discussion was help about how WIC determines case load.</p>	<p>No action needed</p>
Administrative Board Items	<p>There were no Administrative Board items.</p>	<p>No action needed</p>
Old Business	<p>There was no Old Business to discuss.</p>	<p>No action needed</p>
New Business	<ol style="list-style-type: none"> 1. Wooster Community Hospital Maternity Licensure was approved. 2. Environmental Health Activities by Program by Political Subdivision. Vaughn Anderson discussed his spreadsheet. 	<ol style="list-style-type: none"> 1. Wiseman/Brown Rolcall: Forrer, Kick, Hanlon, Miller, Wiseman, Brown 2. No action needed

Future Meetings	<p>2/26/19 Environmental Health Sub-Committee</p> <p>2/22/19 Operations Sub Committee</p> <p>3/14/19 Board of Health</p>	No action needed
Executive Session	<p>The Board entered Executive Session at 9:36 a.m. Nicholas Cascarelli, asked that the Directors stay for the Executive Session.</p> <p>The Executive Session ended at 10:15 a.m.</p> <p>A motion was made to suspend Sally Hofstetter for up to 3 days pending the outcome of the pre-disciplinary conference. Clemans Nelson will be present at the hearing in accordance with our policy, providing a write-up to the Board at the next Board meeting.</p>	<p>Kick/Brown</p> <p>Rollcall: Hanlon, Miller, Troutman, Wiseman, Brown, Forrer</p> <p>Hanlon/Wiseman</p> <p>Troutman, Miller, Hanlon, Kick, Brown, Wiseman</p> <p>Kick/Wiseman</p> <p>Miller, Hanlon, Kick, Forrer, Brown, Wiseman, Troutman</p>
Adjourn	The meeting was adjourned at 10:19 a.m. as there was no further business to discuss.	No action needed

Approved by the Board of Health on March 14th, 2019.


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


 Nicholas Cascarelli, Ed.D.
 Health Commissioner