

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

December 14, 2017

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

Staff Present: Nicholas V. Cascarelli Ed.D., Health Commissioner; Tara McCulloch, Director of Finance and Human Resources; Susan Varnes, Director of Patient Care; Vaughn Anderson, Director of Environmental Health; Steve Rich, Beth Amstutz-Archer

Guest(s) Present: Andrea Uhler, Prosecutor's Office; Ken Gable, Marjorie Shamp- Alternate BOH Member

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order at 8:06a.m. by Dr. Buchwalter as a quorum was met.	No action needed.
Health Commissioner Update	<p>Health Commissioner, Dr. Cascarelli presented his Health Commissioner Report for December 2017.</p> <ul style="list-style-type: none"> • Finishing up missing documentation for accreditation. One area of weakness that will need addressed is some data collection pieces. Especially as they relate to making changes in programming or policy. • We will be receiving monies from the Ohio Department of Health (\$12,500) for agreeing to go on the 3 year hospital cycle for Community Health Assessment and Improvement Planning. Aultman and Wooster Community will cycle in 2019. We have to accomplish this by 2020. • Dr. Cascarelli began looking at information regarding starting up a 501c3 arm to the health department. We would need some monies for application to the State, an EIN for tax exempt status, etc. It would also be advisable to consult an attorney or an accountant with experience in 501c(3) start-ups. 	No action needed.

	<ul style="list-style-type: none"> • Researched other health districts that changed location or planning to change location. All of them consulted with an architect as kind of a starting point to see how much space they needed, costs, etc. • No city or village contacted us showing interest in the funding from NACCHO in conjunction with CDC for municipalities to purchase or update a water fluoridation system. 	
<p>Third Reading Proposed Regulation 183</p>	<p>Third reading and adoption of proposed Regulation 183. Effective 1/1/18.</p>	<p>A. Herman/Forrer Yeas: Wiseman, Forrer, Kick, Lindsay, Herman Abstained: Miller, Tafoya, Troutman, Hanlon</p>
<p>Environmental Health Agenda</p>	<p>Well Variance</p> <ul style="list-style-type: none"> • <u>Kenneth Gable</u>. 9811 Rohrer Rd., Orrville, Ohio, 44667. Green TWP. Variance request for Private Water System OAC 3701-28-07 (D) to allow a dwelling extension within 6-7 feet of an existing well. Code states 10ft minimum during well construction. The extension is a master bedroom, full bath and laundry room. Current dwelling has all bedrooms upstairs along with the full bathroom. The main floor has a combination ½ bathroom with utility items. Owner has bad back and needs main floor master bedroom and bathroom. House is old so building up isn't an option. Dwelling to remain 4 bedrooms (one room is an office). Sanitarian observed suitable distance from well and new addition to still service the well. Staff recommends approval. 	<ul style="list-style-type: none"> • Hanlon/Wisman All in favor


	<p>Solid Waste Nuisance</p> <p><u>Jonnie Bond</u>. 1245 Jentes Rd., Wooster, Ohio, 44691. Wayne TWP. Complaint #20170151. Repeat Enforcement for individual but different property. We have cleaned up 2 of her properties in the past that she owned or otherwise controlled. Violation of Regulation 98 and open dumping of trash and solid waste OAC 3745-27-05 + 60 and ORC 3734.03. Orders to correct violations mailed, hand delivered or discussed with owner and/or her attorney 8/29/17, 8/30/17, 9/27/17, 9/28/17, 10/4/17 and 10/5/17. Re-inspections showed limited to no progress on 10/5/2017. Pictures and complaint summary included. One extension was requested by her attorney and granted. Due to no further progress and repeat offender staff recommends refer to BOH and declare public health nuisance ORC 3707.01. No progress observed 10/23/2017. Jonnie and her attorney came to EH-Subcom to explain why issue has not been addressed. They stated money still tied up in litigation. No plan or time schedule to cleanup property was proposed by them. See EH-Subcom minutes for more detailed discussion. Staff recommended EH Subcom refer to BOH and declare public health nuisance. Re-inspection update to be given at meeting. Mailed Board Order 11/10/2017 and emailed letter to attorney 11/13/2017 with read receipt and reply email on 11/13/2017. Re-inspection to be completed 12/13/2017 with update to Board. If not abated, refer to prosecutor.</p> <p>Steve Rich went to the property on 12/13/17, not abated. Vaughn showed pictures to the Board. Ms. Bond's attorney sent a letter to the Board to say he couldn't make the meeting due to the weather and other circumstances. Prosecutor gave update. Motion made to refer to the Prosecutor's office.</p>	<ul style="list-style-type: none"> • Motion to refer to Prosecutor: Wiseman/Forrer All in favor
Environmental Health Sub-Committee	There was no November meeting.	No action needed
Board of Health Minutes	Minutes from November 9, 2017 were approved as mailed.	No action needed

Operations Sub-Committee	<p>Jerry Herman updated the Board on the items discussed at the Operations Sub-Committee Meeting November 17, 2017.</p> <p>Facilities Committee Update 2018 WCHD Budget</p>	Kick/Troutman All in favor
Financial Requests	<p>A. The Board approved the payment of bills in the amount of \$2,340.65 to be generated on December 14, 2017 (preauthorized) and bills in the amount of \$40,564.40 to be generated for payment on December 21, 2017.</p> <p>The Board approved Interagency Transactions in the amount of \$903.48 and Expenditure Reimbursements in the amount of \$6,560.77.</p> <p>B. The Board approved Travel and related expenses.</p> <p>C. The Board approved Transfer of Appropriations</p> <p>D. The Board approved Reduction of Appropriations</p> <p>E. The Board approved Amended Certificate Decrease</p> <p>F. The Board approved Transfer of Funds</p> <p>G. The Board approved the following Water Pollution Control Fund Payments:</p> <p>Greg's Septic Assessment in the amount of \$935.00 Greg's Septic Assessment in the amount of \$1,275.00 Shetler Services in the amount of \$4,400.00</p>	<p>A. Herman/Hanlon All</p> <p>B. Kick/Troutman All</p> <p>C. Hanlon/Kick All</p> <p>D. Kick/Herman All</p> <p>E. Kick/Herman All</p> <p>F. Forrer/Kick All</p> <p>G. Herman/Lindsay All</p>
Receipts & Expenses	Revenue and Expense reports for November 2017 were reviewed.	No action needed.
Patient Care Update	Director of Patient Care, Susan Varnes, gave the Patient Care update for October, 2017.	No action needed.

	<p>Susan attended the State WIC Director's Meeting. The WIC clinic will eventually transition to a walk-in basis, with a trial in March, 2018, one day a week.</p> <p>There have been two confirmed Communicable Disease outbreaks in the past month which are labor intensive for staff. One Hand Foot and Mouth and One Noro Virus.</p> <p>Susan noted that increased Walk-In hours for STD Clinic and added appointment availability have led to an increase in appointments and an increase in revenue.</p>	
<p>Administrative Board Items: Personnel</p>	<p>The Board approved the following Voluntary Separations:</p> <p>Melanie Jones, Public Health Nurse 2, effective at close of business November 20, 2017.</p> <p>Alessandra Frey, Public Health Nurse 2, effective at close of business December 29, 2017.</p>	<p>Kick/Wiseman All</p>
<p>Old Business</p>	<p>There was no Old Business to discuss.</p>	<p>No action needed.</p>
<p>New Business</p>	<p>The Board approved renewing the MCH Contract for FY2018 with Holmes County Health Department.</p>	<p>Forrer/Kick All</p>
<p>Executive Session Personnel</p>	<p>Entered into Executive Session to discuss Personnel at 8:52a.m.</p> <p>Executive Session adjourned at 9:34a.m.</p>	<p>Troutman/Lindsay</p> <p>Yea: Troutman, Herman, Lindsay, Tafoya, Miller, Hanlon, Kick, Forrer, Wiseman</p> <p>Yea: Troutman, Herman, Lindsay, Tafoya, Miller, Hanlon, Kick, Forrer, Wiseman</p>

	<ul style="list-style-type: none"> The Board approved the 2018 budget. Including a 3% wage increase for staff and wage adjustment to \$31.36/hour for Directors Vaughn Anderson and Tara McCulloch, effective PPB 12/10/17. The Board approved the contract for Nicholas Cascarelli, Health Commissioner for one year, effective 1/1/18-12/31/18. The contract includes a 3% wage increase effective 1/1/18. 	<ul style="list-style-type: none"> Ferrer/Troutman All Tafoya/Wiseman All
Public Speaks	No one from the public spoke.	No action needed.
Future Meetings	<p>December 22 ,2017 Operations Sub-Committee, Facilities Committee to meet immediately after.</p> <p>January 11, 2018 Board of Health Meeting</p> <p>December 26, 2017 cancelled Environmental Health Sub-Committee</p>	No action needed.
Adjournment	The meeting was adjourned at 9:45 am.	No action needed.

Approved by the Board of Health on this January 11, 2018.


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


 Nicholas Cascarelli, Ed.D.
 Health Commissioner