

**WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES**

January 14, 2016

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

Staff Present: Nicholas V. Cascarelli, MHHS., Health Commissioner; Tara McCulloch, MAP, PHR, SHRM-CP; Vaughn Anderson, RS; Susan Varnes, RN; Steve Rich, Roberta James

Guest(s) Present: Marjorie Shamp, Board/HDLC; Jennifer Momchilov, WIC; Cortney Ardrey, Accreditation Coordinator; Bobby Warren, Daily Record

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>A. Commissioner Cascarelli attended the Family and Children First Council meeting on December 4<sup>th</sup> and the sustainability workgroup to look at funding on December 16<sup>th</sup>. He was appointed to continue as chairperson for the FCF Planning Committee.</li> <li>B. Commissioner Cascarelli attended the December AOHC Assoc. of Ohio Health Commissioners meeting. The Director of Health for the ODH told of their plans for legislation.</li> <li>C. Commissioner Cascarelli stated we have received a notice from the Ohio EPA that we are in substantial compliance with our Solid and Infectious Waste and our Construction and Demolition Debris Program. He congratulated EH for the excellent report.</li> <li>D. We have also received notice from ODH that our Public Swimming Pool Program is in substantial compliance and he congratulated EH for this.</li> <li>E. Commissioner Cascarelli also attended the Opiate Task Force Planning Committee Meeting on January 8<sup>th</sup>. We have ordered and received the Narcan kits and Susan has done a great job with facilitating the distribution of the Narcan. She has made contact with Captain Hunter, Sheriff's Office, and Tracy Brown, EMS coordinator for Wayne County, to begin to disseminate the kits through these two entities.</li> <li>F. Commissioner Cascarelli reported he has been working with Cortney Ardrey, the new accreditation coordinator, to get her up to speed on</li> </ul>	No action needed

	<p>accreditation.</p> <p>G. Tentative Board CEU topics are: Feb. – Communicable Disease, March – Solid Waste, April – Public Health Emergency Preparedness</p>	
Environmental Health Agenda	<p>Environmental Health Director Vaughn Anderson presented the following Environmental Health agenda items:</p> <p>A. Well Variance: Lemoine Peart, 1510 West Sterling Road, Burbank OH, Canaan Twp. Owner wants to add bedroom/room on main floor of an existing 2-story home to make it handicap accessible. New addition best in area of well. 4" from existing well. Due to hardship and well still serviceable staff recommends approval.</p> <p>B. Walk In Variance: 5944 Akron Road, Smithville OH, Green Twp. They need a variance for a discharge system. Only location for the discharge pipe is between home and property line that would be within 10ft. The lot is so narrow no other location. System replaces a failed system. Due to hardship staff recommends approval.</p> <p>C. Solid Waste Nuisance: Ward Smith, 3980 South Firestone Road, Shreve OH, Plain Twp. Open dumping and improper storage of solid waste, etc. Director Anderson verified Ward contacted contractor. As of 01/05/16 property not abated but improvement was observed. Ward called and stated he and contractor had a "falling out" and has since hired a new contractor that has already begun to assist but Vaughn could not verify this at the time. Ward has until 02/11/16 for final abatement or issue declared a nuisance and be referred to prosecutor or hearing scheduled for Board cleanup. If no progress by 01/14/16 schedule hearing or refer to prosecutor. Ken Eng, RS inspected and stated the issue has been abated. Vaughn abated the nuisance. No further action.</p> <p>D. Failed Operation and Maintenance Sewage Inspection: Jennifer O'Brien or Craig Murray, 5237 E. Sterling Road, Creston OH, Canaan Twp. Director Anderson has been in contact with owner but due to wife health issues he is not living at property. He stated he has a service call scheduled for 01/11/16 to have system repaired if possible. Recommended to table until next BOH meeting. Vaughn verified with contractor that motor needs replaced. This will take some time for the tank needs pumped and new electric run and motor must be ordered. Staff recommends owner pump tank prior to next BOH meeting and if so give till 3/10/2016 BOH meeting to have motor up and running or refer to prosecutor. If tank isn't pumped by 2/11/16 then refer to prosecutor then.</p> <p>E. HB 110 Semi-Public Sewage Inspection: R &amp; B Transmission, Inc., 4475 Lincoln Way East, Wooster OH, Wooster Twp. Abated owner paid.</p>	<p>A. Lindsay/Tafoya All</p> <p>B. Forrer/Lindsay</p> <p>C. Abated All</p> <p>D. Forrer/Wiseman All</p> <p>E. Abated All</p>

	<p>F. Solid Waste Nuisance: Wayne Lemaster, 2223 Sylvan Road, Wooster OH, Wooster Twp. Steve Rich gave an update and gave recommendation for property 60 days to clean up due new owner actually being legally recorded. Some progress. New owner stated they will have it cleaned up. Decided to table until 3/10/16 BOH meeting. Carl Forrer stated they don't need deed in hand to start cleaning up because Vaughn was told they needed before going on property.</p> <p>G. Solid Waste Nuisance: Phillip Cehrs, 3442 Lattasburg Road, Wooster OH, Chester Twp. Vaughn stated no progress and read email from assistant prosecutor that motion was filed for Cehrs to serve out his remaining jail sentence.</p>	<p>F. Wiseman/Brown All</p> <p>G. No Action</p>
Environmental Health Meeting Minutes	None to approve	No action needed
Board of Health Meeting Minutes December 10, 2015	The Board approved the minutes of the Board of Health meeting for December 10, 2015.	Forrer/Wiseman All
Operations Sub-Committee Meeting	None to approve	
Payment of Bills	Board approved invoices for payment.	Herman/Brown All
Travel	The Board approved travel	Kick/Herman All
Authorization to Transfer Appropriations	The Board approved Authorization to Transfer Appropriations, Authorization to Reduce Appropriations, and Authorization to Appropriate Funds.	Kick/Herman All
Receipts & Expenses December 2015	The Board reviewed the Revenue and Expense reports for December 2015. Tara stated receipts are right where they should be and Expenses are a little under because just not as many expenses right now.	No action needed
Patient Care Update	<p>Director of Patient Care, Susan Varnes, gave an update regarding the Patient Care Division as follows:</p> <p>A. Working on the annual report. They are preparing year end reports and statistics.</p>	No action needed

	<p>B. Susan thanked Bobby Warren for the nice article in the Daily Record.</p> <p>C. The PHEP Grant for 2017 was just posted.</p> <p>D. There is a lot of training being done regarding the WIC program. We are going from coupons to Debit cards for clients. Buehlers is the only vendor not up to date regarding new WIC debit card program in the county.</p>	
Administrative Items	Nothing to approve	No action needed
Old Business	Tara is working on employee classifications.	No action needed
New Business	Nick and Susan discussed the Medicaid Administrative Claiming (MAC). Time studies are done and formulas used regarding clients/patients. They reimburse us according to time study based on formulas. Money received goes into the general fund. Recommended to approve contract.	Kick/Forrer All
Public Speaks	Bobby Warren thanked Susan for reaching out to him to make Patient Care articles available and is always willing to help. Additionally, he commented on the good work her staff does and he appreciates it.	No Action Needed
Upcoming Meetings	<p>01/22/16 Operations Sub Committee Health Dept., 203 S. Walnut, Lower Level Conf. Rm.</p> <p>01/26/16 Environmental Health Sub Committee Admin. Bldg., 428 W. Liberty, 2<sup>nd</sup> Fl. Conf. Rm.</p> <p>02/11/16 Board of Health Admin. Bldg., 428 W. Liberty, 2<sup>nd</sup> Fl. Conf. Rm.</p>	No action needed
Adjourn	Meeting was adjourned at 8:48 a.m.	Herman/Wiseman All

Approved by the Board of Health on this 11<sup>th</sup> day of February, 2016.



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



Nicholas Cascarelli, M.H.H.S.  
Health Commissioner