

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

July 14, 2016

Members Present: Susan Buchwalter, Robert Troutman, Robert Lindsay, Rick Hanlon, Ella Kick, Carl Forrer, Brent Brown
 Staff Present: Nicholas V. Cascarelli, Vaughn Anderson, Tara McCulloch, Steve Rich, Danielle Sharpe, Roberta James
 Guest(s) Present: Bobby Warren (The Daily Record), Karen Scott, Kristy Scott, Kim McVey

TOPIC	INFORMATION	BOARD ACTION
<p align="center">Call to Order</p> <p align="center">James Carmichael, Commissioner</p> <p align="center">New Employee</p>	<p>The meeting was called to order at 8:05 a.m. by Susan Buchwalter.</p> <p>Nick asked for a moment of silence to honor Jim Carmichael, who passed away on July 13, 2016.</p> <p>Tara introduced Danielle Sharpe, Clerk 1</p>	<p align="center">No action needed</p>
<p align="center">Health Commissioner Update</p> <p align="center">Nicholas Cascarelli, M.H.H.S.</p>	<p>Health Commissioner Nicholas Cascarelli gave an update of his recent activities as follows:</p> <ul style="list-style-type: none"> • We will be receiving an additional subsidy payment from the Ohio Department of Health for \$15,000 to help with IT costs and accreditation preparation. As of July 1, they were going to begin to charge us for internet access. We have gone in with the county internet access as it was much cheaper. We did have to purchase new hardware which the subsidy will defray those costs. • Conducted trainings for the rest of the staff on performance management. Each unit will be developing a performance management measures to be included in performance management system. • I met with Smithville Mayor on June 15th. We discussed operations of the Health Department as well as Priority Setting and Strategic Planning. 	<p align="center">No action needed</p>

	<ul style="list-style-type: none"> • I wrote the Maternal and Child Health Grant application and turned it on June 27th. We requested \$112,000 to conduct various activities in Wayne, Ashland and Holmes. • Attended the Wayne County FCF Planning Committee Meeting on June 29th. Based upon the Community Health Assessment, the committee decided to focus on Drug Abuse, Mental Health, Transportation and Poverty. Other areas of concern from the Community Health Assessment such as obesity and health care access will be addressed in the community Health Improvement planning from the Health Department. <p>After today, ODH Director Hodges will be stopping by to visit the Health Department. This is part of an initiative where he would like to visit as many health departments as possible. I will take him on a tour of the Walnut St. Building and time permitting here at Environmental Health.</p>	
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Environmental Health Agenda

Environmental Health Director Vaughn Anderson presented the following Environmental Health agenda items:

A. 2nd Dwelling or Medical Variance Renew:

Wain Neunschwander, 2176-2220 Good Road, Orrville – Passed 06/28/16.

Doug Ingold, 9540 Berner Road, Rittman – Passed 06/24/16

Homer Hostetler, 7188 North Crown Hill Road, Orrville – Update will be given at BOH meeting. Vaughn stated passed compliance inspection by RH.

A. Approved by Policy

B. Forrer/None-died

B. Septic Variance: Karen Scott, 1783 Steiner Road, Creston. Applicant wants to move a "tiny house" onto existing property owned by William & Kimberly McVey – they have granted permission. Instead of installing a septic system the owner is asking for a variance to have a 25 gallon grey water holding tank that would be pumped every 3-4 weeks by a registered hauler. There is No black water owner uses a composting toilet. Tiny house would be on property for max two years and then removed. Staff recommends a letter from current property owner stating permission for her to be on the property with a deadline of 09/30/18 and an agreement be provided from the septic hauler stating they are servicing the grey water tank with proof of pumping provided to the Health Department. The variance will be renewed with a \$50.00 inspection prior to approving the annual variance to ensure no nuisance before September 30, 2017. The variance expires September 30, 2018. Vaughn checked with the state and the "tiny house" is considered a dwelling. It is not a mobile home or camper.

Karen Scott presented her side of the situation. She only intends to reside in the "tiny house" for a period of two years until her daughter graduates in 2018 when she will move south. She will be using a composting toilet and will only generate grey water from washing dishes, clothes, and shower, etc. The amount of waste she will generate will be minimal. She presented a letter from the owner of the land and they are in agreement and she will be gone in two years. Also she had information from a septic hauler. She is only temporary.

Brent Brown discussed future incidences of other potential tiny houses and thanked Karen for coming forward. Concern was brought up about neighbors complaining but tiny house would be by barn.

	<p>This particular variance is a temporary situation so that's why staff supported it. Discussion if this would set precedence. Anderson felt no since each variance has its own conditions. Discussion on whether tiny home could go to a camp ground or MHP. It was too big for camp ground and not considered a MHP.</p> <p>Carl Forrer made a motion to deny this variance. The motion died.</p> <ol style="list-style-type: none"> 1. Motion made for "tiny house" to be temporary for maximum 2 years and have a 25 gal grey water holding tank and a maximum of two years with letter from property owner and service agreement from hauler. 2. Additional motion was made to state holding tank be a minimum of 25 gal. 3. Additional motion also made that tank be attached to bottom of unit. <p>C. Septic Variance: James Mackey, 7599 Hutton Road, Smithville. Mr. Mackey living in a mobile home without an approved septic system and is not connected to a well or other water source. Owner has an approved plot plan and applied and paid for a septic permit. Had a new 1,000 gallon septic installed, inspected, and approved. He had no money and limited means of income to install leach lines which require pumping. He has complied with all requirements, passed all inspections, paid his \$50.00 renewal fee and has provided pumping records. Staff recommends approval of maximum five years total. Variance expires 05/31/18 in which he will need to install rest of system. EH sub-committee wants owner to apply for grant/loan in 90 days of variance approval to complete installation. He has applied and accepted grant. Variance for two more year with no more variances. End May 31, 2018.</p> <p>D. Septic Variance: Plain Lutheran Church, 4830 Blachleyville Road, Wooster. Staff recommends a variance of sewer line to be 3 – 4 feet from building due to existing building and cemetery..</p>	<p>1. Troutman/Lindsay-all in favor except Forrer Voted no.</p> <p>2. Forrer/Lindsay All</p> <p>3. Hanlon/Forrer All</p> <p>C. Hanlon/Forrer All</p> <p>D. Troutman/Brown All</p>
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Environmental Health Meeting Minutes	June meeting minutes to be reviewed at August meeting.	No action needed
Board of Health Meeting Minutes June 9, 2016	Minutes were accepted	Kick/Forrer All
Operations Sub-Committee Meeting	Ella Kick presented Sub-Committee minutes and they were accepted Agency business card was discussed and accepted Strategic Plan discussed (for five years) Mileage reimbursement increase from 0.445 to 0.45 per mile	Troutman/Forrer All Kick/Forrer All Kick/Lindsay All Kick/Brown All
WCHD Bills & Interagency Transactions	Board approved WCHD Bills & Interagency Transactions/Payments	Kick/Lindsay All
Travel	Board approved Travel & Related Expenses	Kick/Lindsay All
Authorization to Transfer Appropriations	Board approved Transfer Appropriations	Kick/Forrer All
Authorization of Advance Funds Receipts & Expenses	Board approved Authorization of Advanced Funds Dr. Buchwalter reviewed receipts and expenses	Brown/Forrer All No action needed
Patient Care Update	Dr. Buchwalter presented the Patient Services monthly statistical report	No action needed
Administrative Items	Board accepted resignations of Dennis Archer and Jan Stangelo	Kick/Lindsay All

	Board accepted new hires of Danielle Sharpe and Stacey Shaheden	Kick/Hanlon All
Old Business	No old business	No action needed
New Business	Nick spoke about ODH Notice of Funding Opportunity (NFO) Renewal Contract for Breastfeeding Consultation Services was accepted	Kick/Forrer All Kick/Brown All
Public Speaks	No one from the public spoke at this time	No Action Needed
Upcoming Meetings	July 22, 2016 Operations Sub Committee July 26, 2016 Environmental Health Sub Committee August 11, 2016 Board of Health	No action needed
Adjourn	Meeting was adjourned at 9:45 a.m.	Brown/Lindsay All

Approved by the Board of Health on this 11th day of August, 2016.


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


 Nicholas Cascarelli, Ed.D.
 Health Commissioner