

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

June 9, 2016

Members Present: Susan Buchwalter, Robert Troutman, Jerry Herman, Robert Lindsay, Dennis Tafoya, Jack Miller, Rick Hanlon, Ella Kick, Carl Forrer, Brent Brown, Anne Wiseman, Marjorie Shamp (alternate)

Staff Present: Nicholas V. Cascarelli, Vaughn Anderson, Tara McCulloch, Susan Varnes, Steve Rich, Daniel Hacket, Dennis Archer, Alessandra Frey, Roberta James

Guest(s) Present: Bobby Warren, The 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
	Dr. Buchwalter had doughnuts to recognize the fact that Nick Cascarelli obtained his Doctorate of Education. Tara McCulloch introduced Dennis Archer, new part time employee in their building. Vaughn Anderson introduced Daniel Hacket, new sanitarian.	
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"> • Conducted trainings for 5 staff on group facilitation techniques to become QI team facilitators. We will be starting QI teams and I want them to shadow me as a facilitator to learn the process. • Finished a draft of the Strategic Plan. If there are no further suggestions from the board, I am requesting a motion to adopt the Strategic Plan. • I have reached out to the Village Mayors to meet with them to provide an overview of the health departments programs and services. To date I have met with Congress and Dalton. Smithville and Marshallville are scheduled for later this month. • I conducted trainings for the Nursing Unit and the Environmental Units on the basics of performance management. We discussed performance measurement, performance standards, reporting and 	No action needed

	<p>quality improvement as it relates to performance management.</p> <ul style="list-style-type: none"> • Attended the Wayne County Opiate task force on June 3rd. There was a presentation of program done in Colerain Township Ohio, near Cincinnati about program interventions related to opiate addiction that was a collaboration from many local agencies. • Attended the Family and Children First Council Meeting on June 6th. It included a presentation of the Community Health Assessment. Some large areas of concern were obesity, mental health, drug use and underemployment. • After today, most of the Board should have the two hours of continuing education. We will organize a couple more this year to ensure everyone has their two hours. Today we will be having the Board Continuing Education session on the Salmonella outbreak. I would like to commend the staff on their teamwork to protect the citizens of Wayne County. 	
Environmental Health Agenda	<p>Environmental Health Director Vaughn Anderson presented the following Environmental Health agenda items:</p> <ul style="list-style-type: none"> A. Medical Variance Renew: Hiram & Geneva Fisher, 6006 Hoffman Road, Wooster OH. A variance to build an addition to the existing house within 10 feet (7 feet) of the septic tank. B. Jonnie Bond, 8251 Newkirk Road, Shreve OH. Complaint #20150150. Verified complaint for injunctive relief filed Court of Common Pleas. Bond refused delivery, therefore, drafted and filed praecipe to serve by ordinary mail with COM. C. Phillip Cehrs, 3442 Lattasburg Road, Wooster OH. Complaint #20130048. Motion to show cause, Affidavit in support, and proposed Order to Appear were filed with the Court 05/20/16. Hearing in next 30 – 90 days. 	<p>A. Tafoya/Brown All</p> <p>B. No Action</p> <p>C. No Action</p>
Environmental Health Meeting Minutes	None to review	No action needed
Board of Health Meeting Minutes December 10, 2015	Minutes accepted	Kick/Forrer All

Operations Sub-Committee Meeting	Minutes accepted	Wiseman/Brown All
Bills and Interagency Transactions	Board approved WCHD Bills & Interagency Transactions	Ferrer/Kick All
Travel	Board approved Travel Requests	Kick/Tafoya All
Authorization to Transfer Appropriations	Board approved Transfer Appropriations	Brown/Wiseman All
Patient Care Update	<p>Director of Patient Care, Susan Varnes, gave an update regarding the Patient Care Division as follows:</p> <p>A. Preparing WIC Grant. WIC Grant has been with the WCHD for 25 years.</p> <p>B. They have been busy with the recent Salmonella outbreak.</p> <p>C. Laura and staff have been with been busy with PHEP</p>	No action needed
Administrative Items	No items	No action needed
Old Business	Nick Cascarelli presented an estimated projected revenue of various programs that the Board had requested.	No action needed
New Business	<p>A. Tara presented information from the Farmer's Bank regarding an agency credit card. Credit cards issued to WCHD with certain users and would be kept in the safe. Primarily card would be used for travel purposes. Board authorized application for card.</p> <p>B. Board established a credit card limit of \$10,000.00.</p> <p>C. Since Operations recommended to proceed with new vehicle for EH, Vaughn presented information about Chevy Trac for a cash purchase not to exceed \$25,000.00.</p>	<p>A. Kick/Hanlon All</p> <p>B. Ferrer/Brown All</p> <p>C. Wiseman/Kick All</p>

	<p>D. Board approved trading in Ford Escape</p> <p>E. Board made a motion to proceed with contract with Perry Pro Tech for printing and copying and review to Prosecutor.</p> <p>F. Maternal & Child Health Grant for \$60,000.00. Difficult to get Grant but will try with three counties.</p>	<p>D. Hanlon/Kick All</p> <p>E. Kick/Tafoya All</p> <p>F. Forrer/Kick All</p>
Public Speaks	No one from the public spoke	No Action Needed
Upcoming Meetings	<p>June 24, 2016 Operations Sub Committee</p> <p>June 28, 2016 Environmental Health Sub Committee</p> <p>July 14, 2016 Board of Health</p>	No Action Needed
Adjourn	Meeting was adjourned at 9:35 a.m.	Herman/Kick All

Approved by the Board of Health on this 14th day of July, 2016.


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


 Nicholas Cascarelli, Ed.D.
 Health Commissioner