

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

June 14, 2018

Members Present: Susan Buchwalter, PhD; Jerry Herman; Ella Kick, PhD; Robert Lindsay, DO; Robert Troutman; Anne Wiseman; Jack Miller;

Staff Present: Nicholas V. Cascarelli Ed.D., Health Commissioner; Vaughn Anderson, Director of Environmental Health; Susan Varnes, Director of Patient Care; Steve Rich, Marcy Manack; Beth Amstutz-Archer

Guest(s) Present: Marjorie Champ- (Alternate BOH Member)

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order at 8:03 a.m. by Dr. Buchwalter as a quorum was met.	No action needed.
Health Commissioner Update	<p>Health Commissioner, Dr. Cascarelli shared his report for June, 2018:</p> <ul style="list-style-type: none"> • Much of time this month performing Administrative tasks in absence of Director of Finance and HR • No word on Maternal and Child Health or Cribs for Kids grant. • Accreditation <ul style="list-style-type: none"> • Continuing to work on small items not quite complete in the Domains I am responsible for. • Workforce Development and Performance Management - Will be reviewing and revising by end of July • Community Health Improvement Planning – In the process of assessing progress toward objectives listed on the work plan. • Strategic Plan update coming in July. • Significant Meetings/Facilities <p>Dr. Cascarelli attended the public hearing on proposal for new jail earlier this month. If proposal is adopted, much of the current jail will repurposed for ancillary services and for juvenile related court.</p>	No action needed.

Environmental Health Agenda

Second Dwelling or Medical Variance Renewal

Hiram and Geneva Fisher. 6006 Hoffman Rd., Wooster, OH, 44691. Wayne TWP. Compliance Inspection passed 5/23/18.

Approved per policy.
No action needed.

Solid Waste Nuisance

Jonnie Bond. 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. 12/13/2017 Steve Rich inspected and showed no progress. Referred to prosecutor 12/14/2017. No contact from owner/Lawyer at the time of agenda mailing. Vaughn received call from neighbor wanting update and stated she was moving more items onto property. No contact from owner/lawyer. Prosecutor stated they were trying to reach out to her attorney regarding the case. No letter had been sent out yet. No contact from owner/Lawyer. Neighbor called again stating more items and new vehicles including an old ambulance and wanted update. Steve will do a follow-up inspection prior to Board meeting for update. Inspection 2/1/2018 showed no progress and expansion of the

Case Closed
No action needed.

	<p>nuisance. No contact from property owner at the time of mailing. Neighbors called asking for update. Trash is blowing on their property. No Contact from Bond. Subpoena received 5/1/2018 for court hearing on 5/14/2018. Hearing was June 1, 2018. Ms. Bond was fined \$50.00. Case Closed and off of agenda. Health Department will have to start over.</p>	
Environmental Health Sub-Committee	There was no May meeting.	No action needed
Board of Health Minutes	Minutes from May 10, 2018 were accepted.	Herman/Kick All in favor
Operations Sub-Committee	<p>Jerry Herman updated the Board on the items discussed at the Operations Sub-Committee Meeting May 25, 2018.</p> <p><u>Reclassification:</u></p> <p>Cortney Ardrey to be reclassified from Accreditation Coordinator to Community Health Promotion Coordinator (\$17.51 to \$20.00/hr.) effective pay period beginning 6/10/18.</p> <p>Daniel Hackett to be reclassified from Sanitarian 1 to Sanitarian 2 (\$19.61 to \$20.13/hr.) effective pay period beginning 6/10/18.</p> <p><u>Contract for Financial and HR Services:</u></p> <p>Contract for Tara McCulloch for financial and HR services through December 31, 2018. Not to exceed \$5000.00.</p>	<p>Herman/Kick All in favor</p> <p>Herman/Kick All in favor</p>

<p>Financial Requests</p>	<p>The Board approved the payment of bills in the amount of \$3,355.34 to be generated on June 14, 2018 (preauthorized) and bills in the amount of \$57,229.34 to be generated for payment on June 21, 2018.</p> <p>The Board approved Interagency Transactions in the amount of \$8,123.72 and Expenditure Reimbursements in the amount of \$1,794.32.</p> <p>The Board approved the following Water Pollution Control Fund contract payments: Shetler Services \$5,250.00 Greg's Septic Assessment \$3,175.00 Christman Construction \$15,554.00 J&L Environmental Solutions \$1,250.00 and \$300.00</p> <p>The Board also approved transfer of funds from the General Fund into Sewage for the 3% administrative fee from the Water Pollution Control to the Sewage Fund.</p> <p>The Board approved Travel and related expenses.</p>	<p>Troutman/Wiseman All in favor</p> <p>Troutman/Wiseman All in favor</p> <p>Wiseman/Herman All in favor</p> <p>Wiseman/Herman All in favor</p> <p>Kick/Wiseman All in favor</p>
<p>Receipts & Expenses</p>	<p>Revenue and Expense reports for May 2018 were reviewed.</p>	<p>No action needed.</p>
<p>Patient Care Update</p>	<p>Director of Patient Care, Susan Varnes, gave the Patient Care update for May 2018.</p> <p>Susan met with Jamie from the Startzman Clinic to discuss the possibility of moving the health department Orrville Outreach clinic to the Startzman Clinic's Orrville. After one year in Orrville the attendance remains low and various methods to increase attendance has not helped. There is a possibility that other patient care services could be added in addition to immunizations.</p> <p>Susan updated the Board on some staff changes that will be further discussed under Personnel. She has been busy reorganizing the nursing staff.</p>	<p>No action needed.</p>

	<p>Susan was invited by ODH to go to Rittman June 26, 2018. Wayne County was one of only a few counties invited. They will assess I.C.A.R. which stands for Infection Control and Response Initiative.</p> <p>The Nursing Unit will have a new billboard on Route 585 coming into Wooster by CVS. It will feature The Wayne County Health Department's name, phone number, the Public Health logo, some eye-catching graphics of children and elderly, and a catch phrase, "Immunization Experts since 1947." It will be up by the end of the month.</p>	
<p>Administrative Board Items:</p> <p>Personnel</p>	<p>The Board approved the resignation of Jennifer Momchilov, Clerk 1, WIC Intake Specialist, effective at the close of business, June 4, 2018.</p> <p>The Board also approved the resignation of Phyllis Rene Seeds, PHN2, Patient Care, effective at the close of business, June 4, 2018.</p> <p>The Board approved the re-hire of Caitlyn Fridley, Clerk 1, WIC Intake Specialist. \$10.22/hour. Starting date July 16, 2018.</p> <p>The Board approved the appointment of Chrystal Marcum for the position of Director of Finance and Human Resources. \$27.50/hour Starting date June 25, 2018.</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 a contract for WIC FY19 Contract for Sign Language Services- Greenleaf Family Care.</p> <p>The Board approved a contract for WIC FY19 Contract for Breastfeeding Consultation Services- Darcy Cicconetti RNC, IBCLC, CCE.</p> <p>The Board approved Aultman Orrville Hospital Maternity Licensure- Board of Health Approval Certificate.</p> <p>The Board approved Private Water System Program Report- Ohio Department of Health.</p>	<p>Herman/Wiseman All in favor</p> <p>Kick/Herman All in favor</p> <p>Kick/Lindsay All in favor</p> <p>Anne Wiseman abstained.</p> <p>Information received by BOH No action needed.</p>

Public Speaks	No one from the public spoke.		No action needed.
Future Meetings	<p>June 22, 2018 Operations Sub-Committee cancelled</p> <p>July 19, 2018 Board of Health Meeting</p> <p>June 26, 2018 Environmental Health Sub-Committee</p>		No action needed.
Adjournment	The meeting was adjourned at 8:49 a.m. Continuing Education for BOH members immediately followed.		No action needed.

Approved by the Board of Health on this July 19, 2018.



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



Nicholas Cascarelli, Ed.D.
Health Commissioner