

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

November 10, 2016

Members Present: Ella Kick, PhD., RN; Marjorie Shamp, Anne Wiseman, RN, BSN.; Robert Lindsay, DO; Carl E. Forrer; Jerry Herman;; Susan Buchwalter, PhD.; Bob Troutman; Dennis Tafoya; Brent Brown

Staff Present: Nicholas V. Cascarelli, Ed.D., Health Commissioner; Vaughn Anderson, RS; Tara McCulloch, MAP, PHR, SHRM-CP; Beth Amstutz;

Guest(s) Present: Andrea Uhler, Probation Office; Bobby Warren, The Daily Record, Dan Giffin, from the public

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order at 8:00 a.m. by Susan Buchwalter as a quorum was met.	No action needed.
Health Commissioner Update Nicholas Cascarelli, M.H.H.S.	<p>Nick has been working a lot on our new Maternal and Child Health Grant. He met with our ODH consultant to address special conditions with our work plan and our budget. He spent time with our contractors to make sure they do the edited their work plans and understanding the reporting requirements. Enclosed is a flyer for our new Cribs for Kids program that we have started.</p> <p>Convened three meetings of the T3 team. This is our first official Quality Improvement team. We are looking at improving the process for processing timesheets. We are looking to streamline the process to make it easier for all users from the beginning to the end of the process. The team members are Tara McCulloch, Beth Amstutz-Archer, Pam Armstrong, Trevor Jones, and Marcy Manack. Cortney Ardrey is co-facilitating with Nick.</p> <p>Meetings convened Wayne County Community Health improvement Steering Committee on October 31st. Leaders from Social service agencies and hospital systems were invited and attended. Nick will be facilitating the group using a process called MAPP (Mobilizing Action for Planning and Partnerships).</p> <p>Accreditation team meeting. Evaluated our current progress toward accreditation and action steps to complete items that still need completed.</p> <p>Meetings Attended: Opiate Task Force.</p>	No action needed.

	<p>Executive Steering November 7th Support committee November 9th Wooster Health Living on October 18th.</p> <p>Retired PERS member group on November 3rd. Nick spoke to them regarding health department programs and services. He focused on vaccines. He gave them additional materials regarding Shingles, Pneumococcal, High-dose Flu and TDaP. Nick also spoke to the importance of childhood vaccines as many in the room were concerned because some of their adult children are not getting their grandchildren properly vaccinated.</p>	<p>No action needed.</p>
<p>Environmental Health Agenda</p>	<p>Environmental Health Director Vaughn Anderson presented the following Environmental Health agenda items:</p> <p>A. Sewage Variance</p> <p>Terry Carr. 5971 Doylestown Rd., Seville, Ohio. Milton TWP. Requesting a variance for a new septic system (NPDES Tank) to be installed within 5-6 feet of property line and 5-6 feet of driveway. Code requires 10 feet. Existing failing septic system (tank) is already located in this area. This is the best location for a new septic tank due to where the sewer lines are located. Septic installer agrees. Tank can be serviced. Attachments with map shown. Staff recommends EH Sub-Committee approval.</p> <p>B. Sewage Variance</p> <p>Chad Lehman. 10246-10260 McQuaid Rd., Orrville, Ohio, 44667. East Union TWP. Requesting a variance to have a new manufactured home moved onto property to replace an old one and set within 3-5 feet of existing septic tank. Existing property. Due to well location, utility infrastructure and size of new manufactured home the best location is the described placement area(not existing spot due to size). The septic has already an extra tank and staff feels keeping this tank is better than removing it (it is the tank for the variance). Septic pumper gave letter also stating tank can still be serviced. Property is on a yearly operational inspection. Staff recommends approval.</p>	<p>A. Motion: Shamp 2nd: Kick All in favor</p> <p>B. Motion: Shamp 2nd: Kick All in favor</p>

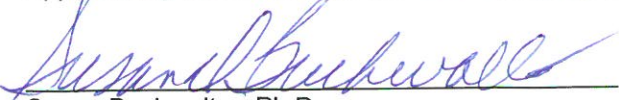
	<p>C. Solid Waste Nuisance</p> <p>Mary & Dan Giffin, 7188 Eby Rd. Smithville OH 44677. Green Township.</p> <p>Mary is the property owner but her son is handling the cleanup. Complaint verified by Bob Hempel on 4/29/16. Violation of Regulation 98. Orders to abate delivered 5/2/16. 5/27/16 re-inspection showed some progress. Extended 30 days. 6/23/16 Dan called Vaughn. A verbal compliance plan was agreed. He is to have the solid waste violation corrected no later than 7/31/16. Final staff extension. 8/12/16 re-inspection and no progress. Hand delivered NOV with referral letter to come to EH Sub-Committee meeting. Dan also called and Vaughn explained the issue and procedure. Pictures were included. EH Sub-Committee meeting on 8/23/16, Carl Forrer abstained from any discussion on this matter. Dan was at the meeting. Vaughn stated he has spoken to Dan Giffin. Most of the waste appears to be from prior tenant and Dan is cleaning up. Vaughn wants a final date so it doesn't drag on. Dan says he is trying but his mom's health has delayed clean up. Also, he has found so many tires it is becoming difficult. Vaughn gave him some contractors that can help. Vaughn recommended issue be referred to the 10/13/16 Board of Health meeting for enforcement. Thus allowing his some extra time to clean up since he is making an effort. This is a final extension. Dan stated he understood and will have cleaned up including the "sewage barrel" under trailer. A progress inspection will occur on or before 9/8/16 with a final deadline to abate before 10/13/16. Rick Hanon made a motion to refer case to Board of Health on 10/13/16 and if not abated declare a public health nuisance. Dr. Lindsay seconded and with all members in attendance agreeing. Letter hand delivered to both addresses by staff of 8/31/16 and 9/12/16. Compliance inspection completed the morning of 10/13/16, Vaughn Anderson presented pictures to the Board to show the Giffins are sorting through the garbage and separating out the recyclables. Because they are sorting, it is taking longer to clean up. Motion to declare a public health nuisance and order to have it cleaned up prior to 11/10/2016. Vaughn inspected the property on 11/09/16 and states the property is 90% cleaned up Vaughn showed pictures of the progress.</p> <p>Dan Giffin was present at the meeting. Vaughn recommended installing a fence to block the view of the recyclables to prevent others from dumping on the property. The Board of Health motioned to defer until the next Board of Health meeting because of the clean-up progression.</p>	<p>C. Motion to defer: Tafoya 2nd: Brown</p> <p>Tabled until next BOH Meeting</p> <p>All in favor Carl Forrer abstained from voting</p>
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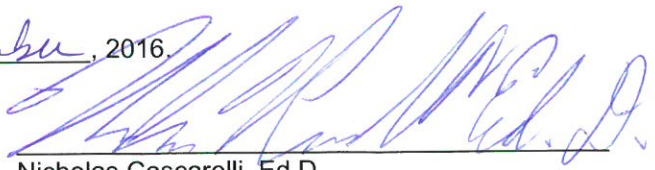
	<p>D. Solid Waste Nuisance Steve Rufener 12286 Shonel Rd., Rittman, Ohio, 44270. Chippewa TWP. Item has been abated.</p> <p>E. Solid Waste Nuisance Phillip Cehrs, 3442 Lattasburg Rd Wooster OH 44691. Prosecutor update. Property is still in violation, Prosecutor's office has filed an order of foreclosure with a sale date of January 2017.</p> <p>F. Failed Operation and Maintenance Sewage Inspection Rita Rice AKA Mark Rice 11087 Pleasant Home Rd, Rittman OH 44270. Milton Township. Item has been abated.</p>	<p>D. Abated. No action needed.</p> <p>E. No action needed.</p> <p>F. Abated. No action needed.</p>
Environmental Health Sub-Committee October 25, 2016 Minutes	Minutes were accepted.	Brown/Wiseman All
Proposed Regulation 182 Second Reading	<p>A regulation establishing and revising license, permit, and service fees in the Wayne County Combined General Health District to provide for the payment toward costs of providing environmental health services and inspections.</p> <p>Third reading will be at December BOH meeting, 12/08/16. Accepted and carried forward. No public comment for public hearing. Also, Jack Miller and Bob Troutman vote was abstained from first reading vote.</p>	<p>Herman/Kick All</p> <p>Individual Votes all Yes Troutman, Tafoya, Shamp abstained from voting</p>
Board of Health Minutes	Board of Health meeting minutes from October 13, 2016 were accepted	Forrer/Kick All
Operations Sub-Committee	The Board approved the minutes of the Operations Sub-Committee Meeting October 28, 2016.	Wiseman/Troutman All

	<p>A. Cortney Ardrey wage adjustment to \$17.00/hour effective pay period beginning 12/11/16.</p> <p>B. Cortney Ardrey to full time (currently 24 hours/week effective 1/2/17.</p> <p>C. Reclassify Beth Amstutz-Archer to Clerk 2 (Wage adjustment to \$11.55/hour) Effective pay period beginning 10/30/16.</p> <p>D. One-time lump sum payments to staff (\$250-full time, \$125-part time, \$75-PRN employees.</p>	A.-D. Kick/Herman All
Financial Requests	<p>The Board approved the payment of bills in the amount of \$1898.00 to be generated on November 10, 2016 (preauthorized) and bills in the amount of \$31,550.04 to be generated for payment on November 17, 2016.</p> <p>The Board approved interagency transaction/payments in the amount of \$2,923.59.</p> <p>The Board approved Expenditure Reimbursements in the amount of \$2,940.29</p> <p>The Board authorized transfer of appropriations to cover payroll expenses through 2016.</p>	Herman/Kick All Forrer/Brown All
Out-of-Town Travel Reimbursements	The Board approved out-of-town travel.	Brown/Herman All
Receipts & Expenses	The Board reviewed the Revenue and Expense reports for October 2016.	No action needed.
Patient Care Update	<p>Director of Patient Care Susan Varnes was not present at the meeting; therefore Nicholas Cascarelli gave a brief update regarding the Patient Care Division.</p> <p>We had our (VFC) Vaccine For Children site visit; It went very well with no corrective action or recommendations. We were told we are doing a very good job. Required infectious disease reporting is up by almost 100 from this time period last year.</p>	No action needed

Public Speaks	No one from the public spoke.	No action needed.
Old Business	No old business was discussed.	No action needed.
New Business	Nick brought The Child and Maternal Health Contracts: including Wayne County FCFC, Community Action Wayne-Medina Counties, Holmes County Health Department, Karen Potter, Rachel Stockle, and Genna Kim, for Board approval. Nick also brought The CHIP Contract- Wayne/Holmes MHRB for approval. The staff Holiday Party will be December 9, 2016.	Wiseman/Kick All Kick/Forrer All
Future Meetings	November 22, 2016 November 18, 2106 December 8, 2016	Environmental Health Sub-Committee Operations Sub-Committee Board of Health Meeting
Adjournment	The meeting was adjourned as there was no more business.	No action needed.

Approved by the Board of Health on this 8th day of December, 2016.


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


 Nicholas Cascarelli, Ed.D.
 Health Commissioner