

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

October 13, 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; Jack Miller

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

Guest(s) Present: Andrea Uhler, Probation Office; Bobby Warren, The Daily Record, Fred Hershberger, Hillcrest Lumber

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order at 8:03 a.m. by Susan Buchwalter as a quorum was met.	No action needed.
Hearing	Solid Waste Clean-up Steve Rufener and Tenants at 12286 Shonde Rd, Rittman OH. ORC3701.02 Motion to hold a hearing Carl Forrer, 2 nd Ella Kick, Roll Call Vote: all in favor. Mr Rufener was not present. Vaughn Anderson, Director of Environmental Health stated that Mr. Rufener was notified of the hearing on both 9/12/16 and 9/16/16 by hand-delivered notices delivered by Trevor Jones. Vaughn presented photographs from 3 weeks ago and also today, noting significant improvement but property still in violation. Exhibit A: Photos dated 10/13/16 showing the property is still a nuisance. Exhibit B: Hand-delivered letters from the Wayne County Health Department to Mr. Rufener and pictures. Exhibit C: Pictures of what clean-up has been done so far, and a copy of the complaint. The property has been declared a public health nuisance. Motion to proceed with cleanup Ann Wiseman, 2 nd Robert Lindsay, Roll Call Vote: all in favor. Order issued to clean up property and place lien on the property for the cost. Vaughn clarified with Susan Buchwalter, if Mr. Rufener cleans up the property before the Health Department can hire someone to clean it up, a lien would not need to be placed on the property and the Board of Health would be notified. Also, Vaughn will allow a few weeks for Mr. Rufener to finish cleanup of property and if abated the order will be abated.	Forrer/Kick All Wiseman/Lindsay All
Health Commissioner Update Nicholas Cascarelli, M.H.H.S.	<ul style="list-style-type: none"> Health Commissioner Nicholas Cascarelli would like to acknowledge the hard work our WIC staff and Tara for the good evaluation of our WIC project. The ODH consultant was here for three days October 	No action needed.

	<p>4-6. He personally sat in on the exit interview with Susan and Kathy and the ODH consultant was very impressed with our program.</p> <ul style="list-style-type: none"> • Our Maternal and Child Health Grant application was funded from the Ohio Department of Health. We requested close to \$112,000 and received \$104,000. We will keep some administration monies and Promoting the Cribs for Kids program which includes providing free cribs to qualifying families. We will be contracting out <ul style="list-style-type: none"> ○ Nutrition education to be performed in select schools for all three counties (Wayne, Holmes and Ashland) ○ Transportation Assessment Activities (Holmes and Wayne) ○ Social/Emotional Interventions and Assessments for adolescents (Wayne) • The communications plan he referenced has been drafted. There are two policies Nick will ask the board to approve that are part of the communications plan. • We did not receive the NACCHO (National Association of City and County Health Officials) Accreditation Support Initiative grant to help us with Workforce Development planning. We asked for just under \$8000.00. • Meetings convened <ul style="list-style-type: none"> ○ Wayne County Community Health improvement Steering Committee on September 28th. 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). ○ Child Fatality Review Oct 4th - Reviewed 10 deaths, 1 was preventable. • Meetings Attended <ul style="list-style-type: none"> ○ FCF General, Executive committee. On October 3rd, Nick was nominated to be Vice Chair of FCFC for 2017. ○ Opiate Task Force. October 7, Nick invited ODH Director Hodges to speak on ODH's response to the opiate crisis. It was well received. Also attended opiate executive and 	<p>No action needed.</p>
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	<p>support committees.</p> <ul style="list-style-type: none"> ○ Safe Communities - Planning an Amish Safety Day in Wayne with Susan ○ Attended the AOHC Annual conference September 21-23. He presented Greg Halley the AOHC Public Health Life Member Award. The conference had a lot of sessions on accreditation and data sources. Nick was also nominated and elected Vice President for AOHC for 2017. 	
<p>Environmental Health Agenda</p>	<p>Environmental Health Director Vaughn Anderson presented the following Environmental Health agenda items:</p> <p>A. Proposed Septic Variance</p> <p>Edward Hershberger DBA Hillcrest Lumber, 8667 Zuercher Rd. Apple Creek OH 44606. Paint Township.</p> <p>Discussion held with Mr. Hershberger. Health Department's recommendation for variance OAC 3701-29-12, is that the clean-out shall be every 75 feet from inside building or right outside the building and then every 100 feet. Environmental Health recommends approval since it is existing and driveway cannot be moved and used with heavy machinery. One clean out to be installed angle up slope at septic tanks.</p> <p>B. 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-</p>	<p>A. Herman/Lindsay All</p> <p>B. Tafoya/Wiseman All except Forrer</p>


	<p>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 Giffin's 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.</p> <p>C. Solid Waste Nuisance</p> <p>Phillip Cehrs, 3442 Lattasburg Rd Wooster OH 44691.</p> <p>Prosecutor update. Property is still in violation, Prosecutor's office filing for foreclosure, Wayne County Health Department not currently listed as part of the foreclosure because there will not be an amount to list until clean-up has been completed and paid for. A status conference with courts is being scheduled.</p> <p>D. Failed Operation and Maintenance Sewage Inspection</p> <p>Rita Rice AKA Mark Rice 11087 Pleasant Home Rd, Rittman OH 44270. Milton Township.</p> <p>Compliance inspection update via Vaughn Anderson, aerator still missing. Referred to Prosecutor's office to continue enforcement.</p>	<p>C. No action needed at this time.</p> <p>D. Referred to Prosecuting Attorney's Office to continue enforcement.</p>
<p>Environmental Health Sub-Committee September 27, 2016 Minutes</p>	<p>Minutes were accepted.</p>	<p>Wiseman/Forrer All</p>


<p>Proposed Regulation 182</p>	<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>Susan Buchwalter gave an update on 2017 fees. Fees are based on hours spent in programs for calendar year 2015. Some fees increasing and other decreasing. The fees were reviewed in general by both committees. Accepted and carried forward for public hearing.</p>	<p>Wiseman/Kick All</p> <p>Individual Votes all Yes</p> <p>Troutman and Miller abstained from voting.</p>
<p>Board of Health Minutes</p>	<p>Board of Health meeting minutes from September 8, 2016 were accepted</p>	<p>Wiseman/Forrer All</p>
<p>Operations Sub-Committee</p>	<p>The Board approved the minutes of the Operations Sub-Committee Meeting September 30, 2016.</p> <p>A. Addition of WIC Breastfeeding Peer Helpers to Wage Schedule. Wage scale set to: \$9.68-\$13.40, effective 10/01/16 (The beginning of WIC's Fiscal Year 2017.) Motion to approve: Ella Kick, 2nd: Jerry Herman, all in favor.</p> <p>B. No adjustments will be made to the 2017 Nursing fee schedule.</p> <p>C. Nick presented his Standard Communication and Social Network Policies. These are new policies for non-emergency communication. Motion to approve and add to current Policy and Procedure Manual, Ella Kick, 2nd: Robert Lindsay, all in favor.</p>	<p>Wiseman/Forrer All</p> <p>A. Kick/ Herman All</p> <p>B. No action needed</p> <p>C. Kick/Lindsay All</p>
<p>Financial Requests</p>	<p>The Board approved the payment of bills in the amount of \$3,753.25 to be generated on October 13, 2016 (preauthorized) and bills in the amount of \$107,867.49 to be generated for payment on October 20, 2016.</p> <p>The Board approved interagency transaction/payments in the amount of \$1,593.86.</p> <p>The Board approved Expenditure Reimbursements in the amount of \$2,673.30</p>	<p>Kick/ Wiseman All</p>

	<p>The Board approved increasing the pre-authorized utility bill limit for Century Link to \$8,500 per year.</p> <p>The Board authorized transfer of appropriations to cover payroll expenses through 2016.</p> <p>The Board authorized the Advance Out/Advance In of funds from the General Fund to the Child & Maternal Health Grant, and approved the Amended Certificate Increase and Amended Appropriations to establish the grant's budget.</p> <p>The Board authorized two payments for the Water Pollution Control Fund, one to Shetler Services (\$34,978) and one to Greg's Septic Assessment (\$2,487.50).</p>	
Out-of-Town Travel Reimbursements	The Board approved out-of-town travel.	Troutman/Lindsay All
Receipts & Expenses	The Board reviewed the Revenue and Expense reports for September 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>Stacey Shahedeh, RN, has returned to the Health Department and is our IAP Grant Coordinator. She has already been to several schools to discuss immunizations. Alessandra Frey is our Tier 1 Epidemiologist, in addition to her role as a public health nurse. Both Susan and Nick are pleased with their accomplishments in their new positions.</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	Health Commissioner, Nicholas Cascarelli updated the Board on WIC's FY2017 Sign Language Interpreting Services contract through Greenleaf Family Center.	No action needed.

	<p>Nick also updated the Board on 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.</p> <p>Nick will meet with all Board of Health members who have not met their annual training requirements.</p>	
Future Meetings	<p>October 25, 2016 Environmental Health Sub-Committee October 28, 2106 Operations Sub-Committee November 11, 2016 Board of Health Meeting</p>	No action needed.
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

