

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

September 8, 2016

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

Staff Present: Nicholas V. Cascarelli, Vaughn Anderson, Tara McCulloch, Susan Varnes, Ken Eng, Roberta James

Guest(s) Present: Andrea Uhler

TOPIC	INFORMATION	BOARD ACTION
Call to Order	Meeting delayed to see if Mr. Rufener would be attending for his hearing. There was a typo indicating a wrong meeting date. Dr. Buchwalter suggested defer to next meeting and Mr. Rufener again be notified. The meeting commenced at 8:10 a.m. by Susan Buchwalter.	No action needed
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"> • Cortney has finished the Community Health Assessment. We added some additional data sources and put it together in a format acceptable to the Public Health Accreditation Board. • We received \$15,000 to the Ohio Department of Health to help pay for the Community Health Improvement Plan. This will offset personnel costs for Susan, Cortney and I. I also plan to contract with the Family and Children First Council \$5,000 to assist in facilitating. I have invited a small group of hospital representatives and social service agency directors to serve on the initial steering committee for the Community Health Improvement Plan. 	No action needed

- I have begun drafting the performance management system for the agency. I anticipate sharing the draft at the next board meeting.

- The communications plan I referenced has been drafted. I have forwarded it to the leadership team. Once they get it back to me with their comments, I will forward for board approval.

- OneEighty has asked us to be a part of their grant application to prevent or reduce consequences of underage drinking and reduce prescription drug misuse and abuse among persons aged 12 to 25. We will assist with data collection and analysis. If funded, we will allocate Cortney 4 hours per week on grant activities.

- We also applied for a 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. We got notice after the last operations meeting and it was due August 31, 2016.

- Meetings attended
 - Wayne County Transportation Coalition. This is a new coalition I joined. Much of the work they are doing is related to access to services including healthcare. One of the 10 essential services is to facilitate access to care.
 - OSU Extension executive director to learn about OSU extension services and programs.
 - Wooster Healthy Living Steering Team – We have become an official sponsor of their Fall Fitness Challenge
 - FCFC Executive director to plan out FCF role in the Community Health Improvement Plan

Environmental Health Agenda

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

A. 2nd Dwelling or Medical Variance NEW

Neil & Jennifer Dobbins, 1970 North Kansas Road, Orrville OH

The Dobbins parents, Arbtres & Paul Dobbins, have a medical hardship. Therefore, they are asking to have a second dwelling connected to existing on-lot septic system. Parents can live there with assistance at all times in regards to cooking, cleaning, and general maintenance and medical needs 24/7. When parents no longer need the second dwelling it will be Removed and disconnected. Inspected annually with \$50.00 renewal fee. Staff recommends approval subject to compliance inspection.

A. Troutman/Forrer
All

B. Septic Variance

David & Tamara Gwinn, 8870 Ridge Road, Wooster OH

Issue due to location of dwelling and new septic. Septic tank is within 7.5 feet of home. Leach lines are in good condition. Staff recommends approval.

B. Herman/Tafoya
All

C. Failed Operataion & Maintenance Sewage Inspection

Rita Rice, Aka Mark Rice 11087 Pleasant Home Road, Rittman OH

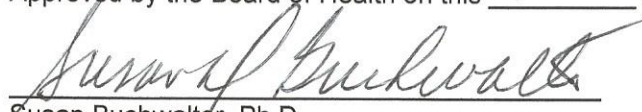
Vaughn spoke to Mark Rice after 08/11/16 BOH meeting and Mark Stated he left money for his girlfriend while he was out of town to pick up repaired aerator. She forgot and he stated he would have it completed asap. As of 09/02/16 I have no contact from Mark Rice and an inspection of 08/18/16 sanitarian observed no aerator. Staff recommends it not abated refer to prosecutor subject to compliance inspection after 09/11/16.


C. Wiseman/Tafoya
All

	<p>D. Solid Waste Nuisance</p> <p>Phillip Cehrs, 3442 Lattasburg Road, Wooster OH</p> <p>Foreclosure proceeding as well as filing a second complaint</p>	D. No action needed
Environmental Health Meeting Minutes	<p>August minutes were accepted</p> <p>Jerry Herman said we would continue with current scheduled time for meetings</p>	<p>No action needed</p> <p>Wiseman/Herman All</p>
Board of Health Meeting Minutes August 2016	Minutes were accepted	Kick/Shamp All
Operations Sub-Committee Meeting	<p>Minutes were accepted</p> <p>Personnel policy update was presented effective 10/01/16. Accepted knowing there may have to be adjustments made in the future.</p> <p>Tara presented Auditor of State Audit which was accepted</p>	<p>Brown/Troutman All</p> <p>Kick/Troutman All</p> <p>Kick/Forrer All</p>
WCHD Bills & Interagency Transactions/Payments	Board approved	Troutman/Herman All
Amended Certificate Decrease & Reduce Appropriations	Board approved	Tafoya/Kick All
Approval of Travel & Related Expenses	Board approved	Brown/Herman All
Receipts & Expenses	Dr. Buchwalter reviewed receipts and expenses	No action needed

Patient Care Update	Director of Patient Care, Susan Varnes, presented a monthly statistical report for July 2016. Alie Frey is taking on-line classes for epidemiological training.	No action needed
Administrative Items	Board approved new hire, Wendy Anderson, part-time Nutritionist (WIC), \$18.00/hr, effective 09/12/16.	Kick/Wiseman All
Old Business	No items	No action needed
New Business	No items	No action needed
Public Speaks	No one from public	No Action Needed
Upcoming Meetings	09/27/16 Environmental Health Sub Committee 09/30/16 Operations Sub Committee 10/13/16 Board of Health	No action needed
Adjourn	Meeting was adjourned at 8:50 a.m.	No action needed

Approved by the Board of Health on this 13th day of October, 2016.


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


 Nicholas Cascarelli, Ed.D.
 Health Commissioner