

**WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES**  
July 11, 2019

Members Present:

Susan Buchwalter; Jerry Herman; Brent Brown; Carl Forrer; Ella Kick, Robert Lindsay, DO; Robert Troutman

Staff Present:

Nicholas V. Cascarelli Ed.D., Health Commissioner; Vaughn Anderson, Director of Environmental Health; Chrystal Marcum, Director of Finance and Human Resources; Susan Varnes, Director of Patient Care; Beth Amstutz-Archer

Guest(s) Present:

Barbara Biro- Prosecutor's Office

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Jerry Herman at 8:08 a.m.	No action needed
Health Commissioner Update	<p>Health Commissioner Cascarelli shared his report for July, 2019:</p> <ul style="list-style-type: none"> <li>• Accreditation: We officially submitted all of our documentation to PHAB on June 28th. PHAB will then do an initial review of our documentation to make sure it is acceptable. The review should take 2-4 weeks.</li> <li>• Our redesigned website should be complete later this month. Each unit will have a representative that can update and change content.</li> <li>• We will be getting a Twitter and Instagram account to appeal to a younger demographic. We will also be getting a program called Hootsuite to manage all of the social media content in one place. The primary person for this will be Cortney Ardrey our Health Promotions Coordinator. Environmental Health and Admin will also have one person trained as a back-up.</li> <li>• First 2019-2021 Community Health Assessment/Community Health Improvement planning meeting will be July 23rd.</li> <li>• We are applying for the Creating Health Communities grant. Working with Susan and Cortney to complete the application. It is due end of the month. The grant objectives are centered on healthy food access and built environment.</li> </ul>	No action needed

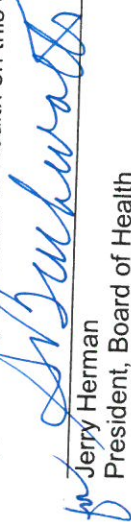
Environmental Health Meeting Minutes	There was no Environmental Health Meeting.	No action needed
Environmental Health Agenda	<p>Vaughn Anderson, Environmental Health Director, discussed the Environmental Health Agenda.</p> <ol style="list-style-type: none"> <li>1. <b>Solid Waste Nuisance- 18445 Krug Rd.</b> We will proceed with cleanup, with the Township Trustees assisting.</li> <li>2. <b>Solid Waste Nuisance- 1245 Jentes Rd.</b> The property was not cleaned up before the June 30, 2019 deadline. Judgement granted. Vaughn stated this will be a difficult cleanup. We received an estimate from Schrock for \$8700.00. We will begin cleanup at the end of July. The Sheriff's Office will be asked to stay on sight.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action needed</li> <li>2. No action needed</li> </ol>
Board of Health Minutes	The Minutes from June 13, 2019 were approved as mailed.	Kick/Brown All in favor
Operations Sub Committee Meeting Minutes	<p>Dr. Buchwalter discussed the Operations Sub Committee Meeting Minutes.</p> <ol style="list-style-type: none"> <li>1. The New Business, Environmental Health portion was discussed under the Environmental Health Agenda (above.)</li> <li>2. The Board approved the Health Department applying for the Creating Healthy Communities Grant.</li> <li>3. <b>Rainbow Truck Parts, LLC</b>, 8864 Rainbow Highway, West Salem, OH 44287. Congress TWP. Variance for 3701-29-18 (C) to use septic tank as a temporary holding tank due to inclement weather until leach lines can be installed. Staff recommends approval.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action needed</li> <li>2. Recommendation brought forth from the committee. All in favor</li> <li>3. Recommendation brought forth from the committee. All in favor</li> </ol>

	<p>4. <b>Katie Miller</b>, 2421 S. Carr Rd. Apple Creek OH 44691. East Union TWP. There is a need for second home across to provide health care. Existing lot does not have ample room, variance for 3701-29-15 (n) (2) to have leech lines not meet length of contour, but will exceed square foot of treatment. Staff recommends approval.</p> <p>The Operations Sub Committee Meeting Minutes from June 28, 2019 were accepted.</p>	<p>4. Recommendation brought forth from the committee. All in favor</p> <p>Forrer/Brown All in favor</p>
Financial Requests	<p>Chrystal Marcum, Director of Finance and Human Resources discussed the Financial Requests with the Board.</p> <ol style="list-style-type: none"> <li>1. The Approval of Bills and Interagency Transactions was approved.</li> <li>2. The Authorization to Transfer Funds was approved.</li> <li>3. The Authorization to Advance Funds was approved.</li> <li>4. The Approval of Travel and Related Expenses was approved.</li> </ol>	<ol style="list-style-type: none"> <li>1. Troutman/Buchwalter All in favor</li> <li>2. Brown/Forrer All in favor</li> <li>3. Brown/Forrer All in favor</li> <li>4. Kick/Forrer All in favor</li> </ol>
Receipts & Expenses	The Receipts and Expenses through June 2019 were reviewed.	No action needed
Patient Care Update	<p>Susan Varnes, Director of Patient Care, gave the Patient Care Update:</p> <p>Susan related that the full time nurse that resigned will be replaced by two 28-hour nursing positions will provide 56 hours of nursing as opposed to 40 hours.</p>	No action needed

	<p>Orville's Outreach Clinic has not been as well received as they hoped. 1<sup>st</sup> location at Christ Church United Church of Christ and 2<sup>nd</sup> location at The Startzman Clinic/Boys and Girls Club have seen a total of 7 people total.</p> <p>Mt Eaton and Kidron Clinics are doing well. Clinics now offer both childhood and adult immunizations.</p>	
Administrative Board Items	<p>Chrystal Marcum, Director of Finance and Human Resources shared the Administrative Board items:</p> <p><b><u>Retirement:</u></b>          Deb Martin, WIC Clerk 1 (FT) at \$10.59/hour, effective February 1, 2020.</p> <p><b><u>Resignation:</u></b>          Stephanie Carrell, PHN2 (FT) \$20.60, effective July 5, 2019.</p>	Troutman/Brown All in favor
Old Business	There was no business to discuss.	No action needed
New Business	<p>Vaughn Anderson, Director of Environmental Health discussed Environmental Health's New Business:</p> <ol style="list-style-type: none"> <li>Daniel Swartzentruber, 6777 Mt. Eaton Rd., Dalton, OH. Paint TWP. Non-Electric home privy and grey water variance. Use a cast in place privy and grey water system. 3701-29-12(H) 3701-29-15(H). Approved per policy.</li> </ol>	1. Buchwalter/Forrer All in favor
Public Speaks	No one from the public spoke.	No action needed

Future Meetings	<p>7/23/19 Environmental Health Sub-Committee</p> <p>7/26/19 Operations Sub Committee</p> <p>8/8/19 Board of Health</p>	No action needed
Adjourn	The meeting was adjourned at 8:44 a.m.	Herman/Brown All in favor

Approved by the Board of Health on this day, August 8, 2019.

  
 Jerry Herman  
 President, Board of Health

  
 Nicholas Cascarelli, Ed.D.  
 Health Commissioner

