

**WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES**

December 12, 2019

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

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

Guest(s) Present: Barbara Biro- Prosecutor's Office; Marlana Green; Kurt Gasser;

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Jerry Herman at 8:01a.m.	No action needed
Health Commissioner Update	<p>Health Commissioner Cascarelli shared his report for December, 2019:</p> <ul style="list-style-type: none"> <li>• Strategic Planning                             <ul style="list-style-type: none"> <li>○ Sent out current mission, vision and values for all staff to review and provide commentary for updates</li> <li>○ Working on a survey of stakeholders to include community partners, townships, cities and villages</li> <li>○ Leadership team will be conducting SWOT analyses in each unit</li> <li>○ Will conduct follow up activities with staff</li> <li>○ Will incorporate results of CHA/CHIP and Local Public Health System assessment</li> </ul> </li> <li>• Costing of Foundational Public Health Services in Ohio Report Released                             <ul style="list-style-type: none"> <li>○ Academic research based upon self-reported information of 86 health districts</li> <li>○ Information sent was actual expenditures as reflected in 2018 Annual Report and senior leadership report of ability to provide foundational public health services</li> </ul> </li> </ul>	No action needed

	<ul style="list-style-type: none"> <li>o Foundational Public Health Services include: Assessment, Communication, Community Partnership Development, Emergency Preparedness, Policy Development, Findings, Access and Linkage to Clinical practice, Chronic Disease and Injury Prevention, Communicable Disease Control, Environmental Health, and Maternal/Child/Family Health.</li> <li>o An estimated additional investment of \$7.94 per capita is needed to bridge the attainment gap on foundational public health services. This amount would equate to \$900,000.00 per year locally needed to provide services.</li> <li>• We received the contract for the Solid Waste District. Later in New Business Nick will ask for Board permission to enter into agreement with the Solid Waste District.</li> </ul>	
<p>Third Reading and Adoption Proposed Regulation 185</p>	<p>Vaughn Anderson, Director of Environmental Health discussed the Third Reading of Proposed Regulation 185, to be effective January 1, 2020.</p> <p>There were members of the public present at the hearing, but they did not comment.</p> <p>The Board approved the Third Reading and Adoption of Regulation 185.</p>	<p>Forrer/Wiseman Roll Call: Yeas: Wiseman, Brown, Kick, Lindsay, Buchwalter, Troutman</p> <p>Tafoya abstained because he owns a restaurant licensed by the Health Department.</p> <p>Shamp abstained because she works in a restaurant licensed by the Health Department.</p>
<p>Public Hearing</p>	<p>The Board of Health entered into a public hearing at 8:09a.m.</p>	<p>Forrer/Wiseman All in favor</p>

<p>Third Reading Of Proposed Regulation 186</p>	<p>Vaughn Anderson, Director of Environmental Health discussed the Third Reading of Proposed Regulation 186, to be effective January 1, 2020.</p> <p>Kurt Gasser, Canaan Township, a member of the Public spoke. He asked questions about Septic systems pertaining to Regulation 186. Vaughn answered Kurt's questions and instructed him to call the Health Department for more information if required.</p> <p>The Board of Health exited the public hearing at 8:13a.m.</p> <p>The Board approved the Third Reading and Adoption of Regulation 186.</p>	<p>Buchwalter/Lindsay All in favor</p> <p>Shamp/Kick Roll Call: Yeas: Wiseman, Brown, Forrer, Shamp, Tafoya, Lindsay, Buchwalter</p> <p>Troutman abstained because he is a member of the Fair Board which has a Camp License through the Health Department.</p>
<p>Environmental Health Meeting Minutes</p>	<p>Vaughn Anderson discussed the Environmental Health Meeting Minutes from November 26, 2019 because Dr. Lindsay was not in attendance at the meeting and Rick Hanlon, whom led the EH meeting was not present at the BOH meeting today.</p>	<p>No action needed</p>

	<p><b><u>Rabies Enforcement</u></b></p> <p><b><u>Ashley Hanna</u></b> 216 Fairlawn Ave., Rittman, OH 44270- no longer resides here  <b><u>Ashley Hanna</u></b> 85 S. 2<sup>nd</sup> St., Rittman OH 44270  ORC 3709.21 with penalty ORC 3709.99, Board Orders to vaccinate dog within 10 days of the date of the letter, then will forward to Prosecutor if proof of vaccination does not occur.</p> <p>Board Orders will be sent to Ms. Hanna at 85 S. 2<sup>nd</sup> St. and to Dylan Christy at both addresses listed above.</p> <p><b><u>Resolution 12-12-2019</u></b>  Due to Sewage Survey, our Sewage Resolution for Board action items needed updated with some minor changes and clarification.  The Resolution was not included in the Board packet, therefore item is tabled.</p> <p>The minutes were approved as mailed, with one addition per Carl Forrer.</p>	<p>Wiseman/Brown  All in favor except Forrer</p> <p>Forrer opposed because he has an issue with the Service to Mr. Christy.</p> <p>Tabled until next BOH meeting  Wiseman/Forrer  All in favor</p> <p>Shamp/Tafoya  All in favor</p>
<p>Environmental Health Update</p>	<p>Vaughn Anderson, Environmental Health Director, discussed Environmental Health's Performance Measure Update and the Environmental Health Update:</p> <p><b><u>Failed Operation Inspection</u></b></p> <p><b><u>Marlana Green- 5091 E. Lincoln Way</u></b>  Bob Hempel, Sanitarian for the WCHD visited the property on 12-11-19. The aerator is still not working. The tank has been pumped. And the owner said they are getting the aerator repaired.</p> <p>Property owner was in attendance at the Board meeting. Ms. Green informed the Board that the aerator is at D&amp;D Plumbing, and it will be repaired if possible. If it cannot be repaired, she will purchase a new unit. Vaughn and the Prosecutor will work with Ms. Green.</p>	<p>No action needed</p>


Board of Health Minutes	The Minutes from November 14, 2019 were approved as presented.	No action needed
Operations Sub Committee Meeting Minutes	<p>Anne Wiseman discussed the Operations Sub Committee Meeting Minutes from November 22, 2019:</p> <ul style="list-style-type: none"> <li>• Changes to Chapter 6 of Personnel Manual</li> <li>• 2020 Pre-Authorized Bills Total Discussion</li> <li>• 2020 Budget Discussion</li> <li>• 2019 Vacation Payout Discussion</li> <li>• Accreditation Site Visit Dennis Tafoya, Carl Forrer, and Brent Brown are interested in attending.</li> </ul> <p>The minutes were approved as presented.</p>	<ul style="list-style-type: none"> <li>• Wiseman/Troutman All in favor</li> <li>• Wiseman/Buchwalter All in favor</li> <li>• Wiseman/Buchwalter All in favor</li> <li>• Wiseman/Tafoya All in favor</li> <li>• No action needed</li> </ul> <p>Wiseman/Brown All in favor</p>
Financial Requests	<p>Jerry Herman shared 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 Appropriations was approved.</li> </ol>	<ol style="list-style-type: none"> <li>1. Kick/Troutman All in favor</li> <li>2. Kick/Troutman All in favor</li> </ol>

	<p>3. The Authorization to Reduce Appropriations was approved.</p> <p>4. The Certificate Decrease was approved.</p> <p>5. The Approval of Travel and Related Expenses was approved.</p>	<p>3. Kick/Troutman All in favor</p> <p>4. Brown/Kick All in favor</p> <p>5. Troutman/Wiseman All in favor</p>
Receipts & Expenses	The Receipts and Expenses through November 2019 were reviewed.	No action needed
Patient Care Update	<p>Susan Varnes, Director of Patient Care discussed the Patient Care Update:</p> <p>They plan on applying for the \$10,000.00 Lead Grant again.</p> <p>Patient Care has been very busy! There have been Outbreaks of the Noro Virus, mostly affecting large churches but thankfully not nursing homes.</p> <p>There have been 2 hospitalizations from Influenza B.</p> <p>The WIC Program is training on a new Certification System. The new system should be faster and save WIC Participants time in clinic. The WIC Office is closed Wednesday, December 18<sup>th</sup> for training in Columbus and the morning of December 19<sup>th</sup> for computer updates.</p>	No action needed
Administrative Board Items	There were no Administrative Board Items to discuss. Vaughn did inform the Board that S.I.T. Jason Murvine passed his exam is now a Registered Sanitarian.	No action needed

Old Business	There was no Old Business to discuss.	No action needed
New Business Medical Director Contract	<p>Nick Cascarelli discussed the Medical Director Contract for Dr. Kathryn Helmuth which will be effective January 1, 2020 – March 31, 2020 when Dr. Helmuth retires.</p> <p>Nick and Susan are interviewing and having a discussion with a potential replacement after the Board meeting.</p>	<p>Wiseman/Brown Roll Call: Yeas: Wiseman, Brown, Forrer, Kick, Shamp, Tafoya, Lindsay, Buchwalter, Troutman</p> <p>No action needed</p>
New Business December 24, 2019	<p>Nick brought it to the attention that other county offices are closing at noon on December 24<sup>th</sup>, 2019. He asked Board permission for the Health Department to close at noon also on December 24, 2019. Jerry clarified that staff would receive Holiday Pay for the entire day.</p>	<p>Kick/Wiseman All in favor</p>
New Business 2020 Household Hazardous Waste Collection Program	<p>Nick presented a Contract for the 2020 Household Hazardous Waste Collection Program. The contract brought forth had an error that Nick will correct.</p> <p>The Collection Program will take place at the Wayne County Bus Garage.</p> <p>The agreement is in effect from January 1, 2020 until December 31, 2020.</p>	<p>Brown/Tafoya Roll Call: Yeas: Troutman, Buchwalter, Lindsay, Tafoya, Shamp, Kick, Forrer, Brown, Wiseman</p>
Public Speaks	<p>A member of the Public, Darrell Dummer, spoke. Mr. Dummer asked about Section 3: Household Sewage Disposal Systems of Proposed Regulation 186. He asked how the fees are waived with service contract/proof of service. Vaughn answered his questions and encouraged Mr. Dummer to call the Health Department if he needs more information.</p>	<p>No action needed</p>

Future Meetings	<p>42/24/19 Environmental Health Sub-Committee Meeting Cancelled</p> <p>42/27/19 Operations Sub-Committee Meeting Cancelled</p> <p>01/16/20 Board of Health</p>	No action needed
Adjourn	The meeting was adjourned so the Board could go into Executive Session.	No action needed
Executive Session	<p>The Board entered into Executive Session.</p> <p>The Board exited out of Executive Session at 9:56 a.m.</p>	<p>Tafoya/Kick All in favor</p> <p>Tafoya/Wiseman All in favor</p> <p>Brent Brown was not present for the Executive Session.</p>
Health Commissioner Contract	The Board approved Nicolas Cascarelli's Contract. The contract is effective January 1, 2020 until December 31, 2020 and included a 3% salary increase.	<p>Wiseman/Lindsay All in favor</p> <p>Brent Brown was not present.</p>

Approved by the Board of Health on this day, January 16, 2020.

  
 Jerry Herman  
 President, Board of Health

  
 Nicholas Cascarelli, Ed.D.  
 Health Commissioner