

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

March 12, 2020

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

Staff Present: Nicholas V. Cascarelli, Health Commissioner; Vaughn Anderson, Director of Environmental Health; Chrystal Marcum, Director of Finance and Human Resources; 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 8:04a.m.	No action needed
Election of Board Officers	Brought forth as a recommendation from the Operation Sub-Committee: It was recommended that Jerry Herman remain the Board President and Anne Wiseman remain the Board Vice-President.	Recommendation from the Committee/Kick All in favor
Health Commissioner Update	<p>Health Commissioner Cascarelli shared his report for March 2020:</p> <ul style="list-style-type: none"> • Accreditation Site Visit Planning: <ul style="list-style-type: none"> ○ Nick has reviewed all domains for site visit once. ○ Nick has the document completed for Board members who plan on attending ○ He responded to PHAB site visitor requests for further documentation ○ PHAB or the Health Department may make a request to postpone our site visit in response to COVID-19 • Last month Nick was appointed as Chair of the Wayne-Holmes Suicide Prevention Coalition 	No action needed

	<ul style="list-style-type: none"> • Nick scheduled a special meeting of the District Advisory Council Match 13 at 8am in the Commissioners' Meeting room. The purpose of this meeting is for them to approve the Board Policy to be approved today allowing him to quarantine on behalf of the Board in an emergency. • Nick participated in a Coronavirus panel Wednesday March 11 at Wooster Community Hospital. • The Ohio Department of Health has cancelled several upcoming trainings. They are also pushing back due dates for the Annual Financial Report, Annual Quality Indicators and Performance Standards Report to July 1. These are normally due April 1. • We have been in contact with several entities planning large events. In coordinating with the ODH guidance and Governor's statements, we strongly recommended they postpone or cancel these events. 	
<p>Isolation and Quarantine Policy Proposed Resolution #03-12-2020</p>	<p>Nick Cascarelli discussed Proposed Resolution #03-12-2020:</p> <p>This Resolution would allow the Health Commissioner to act on behalf of the Board in case of an emergency when the full Board cannot meet.</p> <p>Jerry Herman, Board President, explained to the Board that this proposed Resolution was developed by the Prosecutor as our legal-council and was written and approved by them.</p> <p>This proposed Resolution will not be effective until approved by the DAC meeting which is scheduled for 3-13-2020:</p> <ul style="list-style-type: none"> • Because the notification requirements were met, a motion was made to ratify Nick's actions on 3/9/2020 to schedule a District Advisory Council Meeting on 3/13/2020. 	<ul style="list-style-type: none"> • Tafoya/Kick Roll Call: Yeas: Troutman, Lindsey, Tafoya, Shamp, Kick, Brown, Wiseman


	<ul style="list-style-type: none"> A motion was made to approve Proposed Resolution #03-12-2020. 	<ul style="list-style-type: none"> Wiseman/Brown Roll Call: Yeas: Wiseman, Brown, Kick, Shamp, Tafoya, Lindsey, Troutman
Environmental Health Meeting Minutes	There was no Environmental Health Sub-Committee Meeting.	No action needed
Second Reading of Proposed Regulation 177R	<ol style="list-style-type: none"> The Board went into a hearing. There were no members of the public at the meeting, but Vaughn Anderson, Director of Environmental Health let the Board know that the Dog Warden is in favor of the Regulation. The Board exited the hearing. Regulation 177R was approved with an effective date of 06-01-2020. 	<ol style="list-style-type: none"> Wiseman/Troutman All in favor Wiseman/Troutman All in favor Troutman/Kick All in favor
Environmental Health Update	Vaughn let the Board know that Circle K completed their Compliance Plan.	No action needed
Board of Health Minutes	The Minutes from February 13, 2020 were approved as presented.	No action needed
Operations Sub Committee Meeting Minutes	<p>Ella Kick discussed the Operation Sub-Committee meeting minutes from 02/28/2020:</p> <ol style="list-style-type: none"> Market Adjustments for the Plumbing Inspector and Public Health Nurses Effective P.P.B. 03/01/2020. 	<ol style="list-style-type: none"> Recommendation from the Committee/Kick All in favor

	<p>2. Reclassification to Assistant Fiscal Officer- Beth Amstutz-Archer Effective P. P. B. 03/01/2020.</p> <p>3. Elimination of Grants Fiscal Officer position that was created by a previous Director of Administration.</p> <p>The minutes were approved as presented.</p>	<p>2. Recommendation from the Committee/Kick All in favor</p> <p>3. Recommendation from the Committee/Kick All in favor</p> <p>Forrer/Tafoya All in favor</p>
Financial Requests	<p>Director of Finance and Human Resources, Chrystal Marcum shared the Financial Requests with the Board.</p> <ol style="list-style-type: none"> 1. The Approval of Bills and Interagency Transactions was approved. 2. The Approval of Travel and Related Expenses was approved. 	<ol style="list-style-type: none"> 1. Brown/Shamp All in favor 2. Kick/Shamp All in favor
Receipts & Expenses	The Receipts and Expenses through February 2020 were reviewed.	No action needed
Patient Care Update	<p>Susan Varnes, Director of Patient Care shared her Patient Care Update:</p> <p>Susan is the Incident Commander for the Covid-19 Incident.</p> <p><u>Covid-19</u></p> <p>The Wayne County Health Department continues to give guidance to the residents and health care providers of Wayne County.</p> <p>The CMH Nurses will cancel all home visits. Phone contact only. This can affect revenue.</p>	No action needed

	<p>We are anticipating a grant from ODH to help cover expenses. Susan and Nick will keep the Board up to date as things change.</p>	
<p>Administrative Board Items</p>	<p><u>New Hire</u> Michelle Kuehn, FT Clerk 1, \$10.53/hour, effective March 16, 2020.</p>	<p>Forrer/Troutman All in favor</p>
<p>Old Business</p>	<p>There was no Old Business to discuss.</p>	<p>No action needed</p>
<p>New Business</p>	<p>The Board recognized the re-appointment of Dr. Lindsey and Dr. Buchwalter's terms which were voted on at the District Advisory Council meeting, March 2, 2020.</p> <p>Vaughn Anderson had several New Business Items:</p> <ol style="list-style-type: none"> 1. <u>Walk-in Item:</u> Danny Swartzentruber, 14657 Jericho Rd. Dalton OH 44618 Septic variance OAC 3701-29-12 and 3701-29-15. Cast in place privy tank and Grey water system leach lines and barrel tanks for Amish non-electric home. 2. <u>Septic Variance for Leach Lines to Pond</u> Brian Rennacker 6764 N. Honeytown Rd. Smithville OH 44677 Variance of 3701-29-06 General Provisions and prohibitions (G) (3) (b) to have leach lines within ~35-40 feet of an existing pond. Staff recommends approval 3. <u>Septic Variance Septic Tank Approved per policy</u> Alan Yoder 1838 S. Millborn Rd. Orrville OH Variance of 3701-29-18 (C) (6) to have septic tank installed and used as a 	<p>No action needed</p> <ol style="list-style-type: none"> 1. Tafoya/Wiseman All in favor 2. Forrer/Lindsey All in favor 3. Tafoya/Shamp All in favor

	<p>temporary holding tank until weather permits you to install the leach lines. Staff recommends approval</p> <p>4. <u>Unlicensed FSO/RFE- Operating Without a License Due to Failure to Renew.</u> A list of businesses with delinquent licenses have been referred to the Prosecutor, per State requirement.</p> <p>Chrystal Marcum, Director of Finance and Human Resources shared with the Board:</p> <p>5. <u>2021 Tentative Budget</u></p>	<p>4. Wiseman/Shamp All in favor</p> <p>5. Kick/Forrer All in favor</p>
Public Speaks	There were no members of the Public present.	No action needed
Future Meetings	<p>03/24/2020 Environmental Health Sub Committee</p> <p>03/27/2020 Operations Sub Committee</p> <p>04/16/2020 Board of Health</p>	No action needed
Adjourn	The meeting was adjourned at 9:24 am.	No action needed

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


 Jerry Heyman
 President, Board of Health


 Nicholas Cascarelli, Ed.D.
 Health Commissioner