

**WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES**

January 14, 2021

**Members Present:** (This was a virtual meeting) Susan Buchwaller; Brent Brown; Carl Forrer; Rick Hanlon; 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, Assistant Fiscal Officer

**Guest(s) Present:** Barbara Biro, Prosecutors Office

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Jerry Herman at 8:00 a.m.	No action needed
Old Business	There was no Old Business to discuss	No action needed
Health Commissioner Update	<p>Dr. Cascarelli shared his report for January 2021:</p> <ul style="list-style-type: none"> <li>• Nick continues to work with local schools. Continuing to meet with Superintendents every two weeks. These meetings are going well.</li> <li>• No word on two or three-year moratorium on LHDs increasing environmental fees to help residents and regulated industries in response to Covid-19.</li> <li>• Final draft of the 2020 Community Health Assessment has been completed.</li> <li>• Continuing to troubleshoot with Vaughn and Susan on various aspects of the pandemic response.</li> <li>• Pop up testing site occurred at QARDC on January 9th. Two hundred thirty people went thru. Vaughn Anderson, Bob Hempel and Nick were there to represent the Health Department.</li> </ul>	No action needed

	<p>It was a good collaboration between a lot of agencies. Wooster Fire Department, Wayne County Sheriff Department, OARDC, Wayne County EMA, Ohio Highway Patrol, Wayne County Engineers Office.</p> <ul style="list-style-type: none"> <li>• Because there are not enough doses, we are having residents fill out a form on our website. We will contact them as vaccine becomes available. We are also referring to the hospitals as well. We are meeting with the hospitals weekly to manage vaccine supply.</li> <li>• We have received 800 doses to date and have given 730 shots.</li> </ul>	
<p>Environmental Health Meeting Minutes</p>	<p>There was no Environmental Health meeting.</p>	<p>No action needed</p>
<p>Environmental Health Update</p>	<p>Vaughn Anderson, Director of Environmental Health shared his update:  <u>Water Pollution Control Loan Fund</u>          Will be receiving \$150,000.00 this year, which is higher than the \$125,000.00 we were expecting. Funding will be awarded later than usual due to the pandemic.  <u>Household Hazardous Waste Collection</u>          Collection dates for 2021 have been set with the Fair Board, once a month April-October at the Wayne County Fair Grounds.</p>	<p>No action needed</p>
<p>Board of Health Meeting Minutes December 10, 2020</p>	<p>The meeting minutes from the December 10, 2020 meeting were approved as presented.</p>	<p>No action needed</p>

<p>Board of Health Meeting Minutes December 17, 2020</p>	<p>The meeting minutes from the December 17, 2020 emergency meeting were approved as presented.</p>	<p>No action needed</p>
<p>Operation Sub-Committee Meeting Minutes December 22, 2020</p>	<p>The minutes were approved with two corrections:</p> <ol style="list-style-type: none"> <li>1. Under New Business: Status Change: Rebecca Norris' full time status will be re-evaluated in May or June of 2021.</li> <li>2. Under New Business: Personnel Update: The spelling of the new hire, Jacqueline Hartzler's name was corrected.</li> </ol>	<p>Kick/Forrer All in favor</p> <ol style="list-style-type: none"> <li>1. Committee Recommendation Seconded by Troutman Approved by all</li> <li>2. No action needed</li> </ol>
<p>Financial Requests</p>	<p>Chrystal Marcum, Director of Finance and Human Resources discussed the Financial Requests:</p> <ol style="list-style-type: none"> <li>1. The Approval of Bills and Interagency Transactions was approved.</li> <li>2. The Authorization to Appropriate Funds was approved.</li> <li>3. The Amended Certificate for Covid Vaccine Needs Assessment was approved.</li> <li>4. The 2021 Proposed Pre-Authorized Bills amounts were approved.</li> </ol>	<ol style="list-style-type: none"> <li>1. Kick/Troutman All in favor</li> <li>2. Tafoya/Shamp All in favor</li> <li>3. Troutman/Tafoya All in favor</li> <li>4. Buchwalter/Lindsey All in favor</li> </ol>

Receipts & Expenses	The Receipts and Expenses through December, 2020 were reviewed.	No action needed
Patient Care Update	<p>Nick discussed the Patient Care Update:</p> <p>6558 cases to date, 334 hospitalizations, 161 deaths to date          We had 428 cases week ending 1/9/21          We had 324 cases week ending 1/2/21          This increase was anticipated from the holidays.</p> <p>We will be receiving additional for dollars to help with vaccine administration and contact tracing.</p> <p>We will also be working with ODH's team to help with contact tracing/disease investigation.</p>	No action needed
Administrative Items	<p><b><u>Promotion</u></b></p> <ol style="list-style-type: none"> <li>1. Rebecca Norris, Part-time to Full-time, \$16.56 per hour, effective December 20, 2020</li> <li>2. Michele Kuehn, FT Clerk 2, \$12.00 per hour, effective November 23, 2020 (Inadvertently missed from December board meeting)</li> </ol>	<ol style="list-style-type: none"> <li>1. Operations Committee Recommendation Troutman All in favor</li> <li>2. Kick/Shamp All in favor</li> </ol>

	<p><b><u>New Hire</u></b></p> <p>3. Jacqueline Hartzler, FT Clerk 1, \$11.00 per hour, effective January 4, 2021</p>	<p>3. Forrer/Troutman All in favor</p>
<p>Administration Update</p>	<p>Chrystal gave the Board an update on the Administrative Department:</p> <p>Administrative staff has been extremely busy due to the phones with Covid and Covid-Vaccine questions and registrations.</p> <p>Vital Statistics is by appointment only due to the pandemic. Appointment-based services will be revisited after the pandemic.</p> <p>Chrystal discussed the upgrades made to the Walnut Street building for safety. Various doors and door locks were replaced. And Key Fobs are now being utilized to enter the building and enter some of the interior doors during business hours. Chrystal will bring a discussion about Door Fob Policy to the next Operation Sub-Committee meeting per the request of a Board member.</p>	<p>No action needed</p>
<p>Old Business</p>	<p>Vaughn Anderson discussed Board Orders for the following:</p> <p><b><u>Failed Operation and Maintenance Sewage Inspection- Violation 3701-26-06E</u></b></p> <p>1. Anderson, 14646 Hatfield Rd. Prosecutor Update:</p> <p>Anderson is still being served due to a delay in the mail. Once returned as Unclaimed the court will serve him through regular mail and he will then have 28 days.</p> <p>2. Septic Nuisance. S&amp;H Oil 3283 Dover Rd. Board Orders</p> <p>S&amp;H Oil, no action needed at this time due to the delay in the mail.</p>	<p>1. No action needed At this time</p> <p>2. No action needed At this time</p>

Future Meetings	01/26/2021 Environmental Health Sub Committee 01/22/2021 Operations Sub Committee (Combined with EH meeting) 02/11/2021 Board of Health	No action needed
Adjourn	The meeting was adjourned at 9:00 a.m.	No action needed

Approved by the Board of Health on this day, February 11, 2021.

  
Jerry Herman  
President, Board of Health

  
Nicholas Cascarelli, Ed.D.  
Health Commissioner