

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

February 11, 2021

Members Present:

(This was a virtual meeting) Susan Buchwalter; 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, Assistant Fiscal Officer

Guest(s) Present:

Barbara Biro, Prosecutors Office; Judy Wood, MHRB

TOPIC	INFORMATION	BOARD ACTION
Recognition	Judy Wood, Mental Health and Recovery Board, presented a Thank you and Certificate of Recognition for our work and service during Covid-19 to Nick, The Staff and the Board.	No action needed
Call to Order	The meeting was called to order by Jerry Herman at 8:00 a.m.	No action needed
Health Commissioner Update	<p>Dr. Cascarelli shared his update for February 2021:</p> <ul style="list-style-type: none"> • Nick worked with schools to get them ready for vaccination. There will be several providers. Discount Drug Mart, the Hospitals and the Health Department will be providing vaccines to Wayne County Schools. • We received our preliminary report from PHAB. We fully or largely demonstrated 81 measures and slightly demonstrated 19 measures. There were no measures not demonstrated. He suspects we will receive word in a week or so whether we are accredited or need to work on additional items before receiving accreditation. • Continuing to troubleshoot with Environmental and Nursing on various aspects of the pandemic response. 	No action needed

	<ul style="list-style-type: none"> • We are doing Drive thru vaccines generally on Thursdays at OARDC. Today because the weather was anticipated to be very cold, we are doing the clinic at the Wooster Nazarene Church in Wooster. • We may utilize this facility more in the future. Grace Church in Wooster was our primary clinic site but once it became the alternate learning site for Wooster City Schools, it became a challenge. • The United Way has volunteered to run the database of Covid-19 vaccine registrants. They have been helpful in cleaning up duplicate names and dividing the registrants between us and the hospitals. We have done quite a bit of messaging to get the word out. • Nick has been working with Chrystal on all of these Covid related grants, which we now have four. We are working on ensuring personnel and other expenses are properly assigned to the grants. 	
Environmental Health Meeting Minutes	There was no Environmental Health meeting.	No action needed
Environmental Health Update	<p>Vaughn Anderson, Director of Environmental Health shared his update:</p> <p><u>Covid-19</u></p> <p>EH staff is shifting focus to recovery planning as the Governor opens things up or eases on restrictions. Staff has been assisting church, business, food facilities and event planning.</p>	No action needed
Board of Health Meeting Minutes	The meeting minutes from the January 14, 2021 meeting were approved as presented.	No action needed

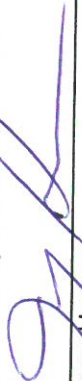
<p>Operation Sub-Committee Meeting Minutes</p>	<p>Dr. Buchwalter discusses the meeting minutes from the January 22, 2021:</p> <ol style="list-style-type: none"> 1. Chrystal Marcum, Director of Finance and Human Resources discussed the Key Control Policy Review discussion. 2. Chrystal discussed the need for a Part-time Administrative Clerk position that will be utilized between Walnut Street (21 hours, Mon., Tues., Wed.) and Environmental Health (7 hours, Thursday). She suggested hiring a 28 hour per week Clerk at \$11.00/per hour. Chrystal shared a cost-breakdown for the clerk position. 3. Chrystal explained the need for an Intermittent Clerk for the Covid-19 Response. Unit Directors discussed how this position could be similar to the Intermittent Nurse positions, hired up to 1000 hours on an as-needed basis from hire date until July 2022. Suggested rate of pay \$10.00. The Health Department recently received a Covid Grant that can fully cover the cost of this position. <p>The Board authorized Chrystal to begin recruitment for the Intermittent Clerk Position.</p> <p>The minutes were approved as presented.</p>	<ol style="list-style-type: none"> 1. Committee Recommendation Approved by all 2. Committee Recommendation Approved by all 3. Buchwalter/Kick All in favor <p>Troutman/Kick All in favor</p>
<p>Financial Requests</p>	<p>Chrystal Marcum, Director of Finance and Human Resources discussed the Financial Requests:</p> <ol style="list-style-type: none"> 1. The Approval of Bills and Interagency Transactions was approved. 2. The Amended Certificate Increase/Amended Appropriations for Vaccine Needs Assessment was approved. 	<ol style="list-style-type: none"> 1. Troutman/Kick All in favor 2. Forrer/Kick All in favor

	<p>3. The Amended Approval to Reduce Appropriations was approved.</p> <p>4. The Authorization for Disposal/Sale of Equipment was approved.</p>	<p>3. Forrer/Kick All in favor</p> <p>4. Troutman/Kick All in favor</p>
Receipts & Expenses	The Receipts and Expenses through January 2021 were reviewed.	No action needed
Patient Care Update	<p>Nick discussed the Patient Care Update:</p> <p>We are starting to see a slowing down in the number of Covid-19 cases weekly. This past week we had 184 cases which is down from 270 cases from the week previous.</p> <ul style="list-style-type: none"> • 7,532 cases to date since the start of the pandemic. • 355 hospitalizations and 182 deaths. • We are in the midst of vaccinating folks 65 and up. <p>Nick imagines the Governor will keep it there since there is many people on the waiting list.</p>	No action needed
Administrative Items	There were no Administrative Items.	No action needed
Administration Update	<p>Chrystal gave the Board an update on the Administrative Department:</p> <ul style="list-style-type: none"> • Staff has been assisting with the calls for the COVID19 vaccine response. 	No action needed


	<ul style="list-style-type: none"> We have a new, updated phone system and have added an option to press 1 to reach WHIRE for vaccine registry questions. Our Department has been utilizing a Goodwill Volunteer to help with phones. 	
<p>Old Business</p>	<p>Vaughn Anderson discussed Board Orders for the following:</p> <p><u>Failed Operation and Maintenance Sewage Inspection- Violation 3701-26-06E</u></p> <ol style="list-style-type: none"> Anderson, 14646 Hatfield Rd. Prosecutor Update. Still no contact with Mr. Anderson. Failed another inspection. Mr. Anderson has been served. Waiting for a response required 30 days. If no response, after March 2, 2021 prosecutor can file for a default judgement. Septic Nuisance. S&H Oil 3283 Dover Rd. Board Orders Abated. 	<ol style="list-style-type: none"> No action needed At this time No action needed
<p>New Business</p>	<p>Dr. Cascarelli discussed the Contract Amendment for Matt Falb, Epidemiologist. This Contract Amendment will be paid out of the new Covid Grant funds as the reporting is specific to Covid. This increases Matt's contract by 80 hours. Matt will be doing a weekly trend report on our website.</p>	<p>Kick/Forrer</p> <p>Roll Call: Kick, Lindsay, Shamp, Troutman, Wiseman, Buchwalter, Forrer, Brown, Tafoya, Herman</p>

<p>Future Meetings</p>	<p>02/23/2021 Environmental Health Sub Committee 02/26/2021 Operations Sub Committee (Combined with EH meeting) 03/01/2021 District Advisory Council 03/11/2021 Board of Health</p>	<p>No action needed</p>
<p>Adjourn</p>	<p>The meeting was adjourned by consensus at 9:18 a.m.</p>	<p>No action needed</p>

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



Jerry Herman
President, Board of Health



Nicholas Cascarelli, Ed.D.
Health Commissioner