

**WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES**

August 12, 2021

Members Present: Susan Buchwalter; Brent Brown; Carl Forrer; Rick Hanlon; Jerry Herman; Ella Kick; Robert Lindsay; Marjorie Shamp; Bob Troutman; Anne Wiseman

Staff Present: Nicholas V. Cascarelli, Health Commissioner; Dawn Steiner, Director of Nursing; Wendy Anderson, Director of WIC; Vaughn Anderson, Director of Environmental Health; Beth Amstutz-Archer, Assistant Fiscal Officer

Guest(s) Present: Barbara Biro, Prosecutors Office; Grace Shipley

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Jerry Herman at 8:01am.	No action needed
Health Commissioner Update	<p>Dr. Cascarelli shared his update for August 2021:</p> <ul style="list-style-type: none"> <li>• Working with Dawn to train Anthony Gallam, our new preparedness coordinator.</li> <li>• We will be receiving a workforce development grant that will run September 1, 2021 to June 30, 2023. We are required by CDC to use 50% of funds to hire new staff or make part time employees full time. Tentatively our plans are to make our part time clerk full time and hire either a full time nurse or health educator with the monies.</li> <li>• Compiling Community Health Improvement Plan strategies for the next iteration which will be complete sometime next month.</li> <li>• Did a presentation at Aultman Orrville Hospital for medical staff on August 10th. Topics covered included the CHIP, Covid-19 vaccines, communicable disease reporting.</li> <li>• Working with schools and guidance for them to operate this coming school year. All schools will be masking optional except Wooster City Schools which is requiring masks regardless of vaccination status. We have created two letters this year for the schools to use. One letter for schools that choose mask optional and one for masks required.</li> </ul>	No action needed

	<p>5. Vacation Carryover Policy Change. Chrystal Marcum, Director of Finance and Human Resources proposed the Policy be update to allow carryover based on vacation accrual rates:</p> <ul style="list-style-type: none"> <li>a. 3.1 accrual rate- maximum 80 hours vacation carryover</li> <li>b. 4.6 accrual rate- maximum 120 hours vacation carryover</li> <li>c. 6.2 accrual rate- maximum 160 hours vacation carryover</li> <li>d. 7.7 accrual rate- maximum 200 hours vacation carryover</li> </ul> <p>6. Proposed changes to Section 5.10 Dress Standards.</p> <p>7. Approval of Juneteenth Holiday. Staff will receive 8 hours of Holiday Pay annually as with all observed holidays.</p> <p>8. All Staff Meeting Discussion. Leadership would like to start having All-Staff meetings with dates:  10/05/2021 8:00am-10:30am  04/12/2022 8:00am-10:30am  08/09/2022 8:00am-10:30 am  12/09/2022 11:00am-1:30pm</p> <p>Both offices will be closed during the meetings so all staff can attend.</p> <p>The minutes were approved as presented with one correction on the times for All Staff meetings.</p>	<p>5. Tabled</p> <p>6. Committee Recommendation All in favor</p> <p>7. Committee Recommendation All in favor</p> <p>8. Committee Recommendation All in favor</p> <p>Wiseman/Buchwalter All in favor</p>
<p>Environmental Sub-Committee Meeting Minutes</p>	<p>There was no July Environmental Health Sub-Committee Meeting.</p>	<p>No action needed</p>

Nursing Department Update	<p>Dawn Steiner, Director of Nursing shared her update with the Board:</p> <p>Nursing continues to have childhood immunization clinics on Tuesdays. We have seen an increase in scheduling d/t school starting. We recently did a back to school clinic at New Leaf Center and had a very good turnout. We plan to continue this in the future. We are also working with Twin Springs in Kidron to have a monthly clinic at their practice as they see many new moms and feel if there is an onsite clinic it will encourage vaccination on time. We are continuing to offer covid vaccine clinics on Thursdays from 9-12 and we are working currently to have clinics at local libraries and schools.</p> <p>The PHEP coordinator is settling in and working with Nick and Dawn to learn the PHEP and Covid grants.</p> <p>We are continuing our search for a full time nurse.</p>	No action needed
WIC Department Update	<p>WIC Director, Wendy Anderson shared her Department's update:</p> <p>WIC celebrated BAM, Breastfeeding Awareness Month.</p> <p>We promoted the month with the "Honk for Breastfeeding" event at the corner of the library here in Wooster. This event was well received from the public and the response from the public was encouraging. The article was in the Daily record, which was nicely written.</p> <p>The national waiver for the WIC program has been extended to November 20, 2021. This clinic has 357 appointments last month and currently we have 1212 participants of the 1236 or 98% of our state assigned case load.</p>	No action needed
Environmental Health Update	<p>Vaughn Anderson, Director of Environmental Health shared his update:</p> <p>Vaughn shared information about The Water and Wastewater Infrastructure Grant</p>	No action needed
Old Business	<p><b><u>Failed Operation and Maintenance Sewage Inspection</u></b></p> <p>1. Bender. 1209 S. Kansas Rd.</p>	1. Abated