

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

December 9, 2021

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

Staff Present: Nicholas V. Cascarelli, Health Commissioner; Dianne Burris, Director of Nursing; Vaughn Anderson, Director of Environmental Health; Chrystal Marcum, Director of Finance and Human Resources; Beth Amstutz-Archer, Assistant Fiscal Officer; Carli Gump, WIC Breastfeeding Coordinator; Ashely Kuehn, WIC Peer Helper

Guest(s) Present: Barbara Biro, Prosecutors Office; Marcus D. Miller

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Jerry Herman at 8:03am.	No action needed
Health Commissioner Update	<p>Dr. Cascarelli shared his Update for December 2021:</p> <ul style="list-style-type: none"> • Continuing to work with school districts and provide them quarantine guidance in light of the mask to stay test to play guidance for K-12 environments. • Cases are beginning to rise again. For the week ending December 4th we had 490 new cases reported, which was up from 367 for the previous week. These numbers still equate to high transmission. The positivity rate of those tested last week was 18%. • We have over 50% of Wayne County residents of ages 12 and older, 53% 18 and older and 79% 65 and older fully vaccinated. • The videos shot last month of area physicians promoting Covid 19 vaccination and dispelling myths are edited into 30 and 60 second spots. They should start to appear later this month and all of January. We will post the long video with all the videos on our website and social media. 	No action needed

	<ul style="list-style-type: none"> We are still awaiting the decision from ODH on whether will receive some reimbursement to local health departments for lost opportunity costs from the state during the pandemic. It does not look as promising as I have previously reported. Red Cross Building update – The Commissioners attorney is working with the Red Cross legal to finalize the transfer. WIC report – Assigned caseload 1186, actual caseload 1302. The show rate for last month's appointments was 78% 413 appointments kept out of 541 scheduled with 11 walk ins. The Wayne County Health Care Access and Health Equity group we started is looking at various items of concentration. <ul style="list-style-type: none"> Increasing access to Medicaid clients for Dental Care Working with faith based groups on mental illness. Nick would like to acknowledge the following staff for milestones in years of service to the Wayne County Health Department: <p style="margin-left: 40px;">Wendy Anderson 5 years Donna Merriman 10 years Vaughn Anderson 10 years Beth Knopp 20 years Kim D'Intino 25 years Janet Rittenhouse 35 years</p> <p style="text-align: center;">Thank you for your service to the Wayne County Health Department!</p>	
<p style="text-align: center;">Environmental Health Sub-Committee Meeting Minutes</p>	<p>Dr. Lindsay discussed the Environmental Health Sub-Committee Meeting Minutes November 23, 2021:</p> <p>Vaughn Anderson, Director of Environmental Health discussed some of the items he is working on for accreditation.</p>	

	<p><u>Septic Variance- Medical Need</u></p> <p>1. Robert Fordenwalt, Parcel ID #10-00309.000 883337 Ashland Rd., Wooster OH 44691.</p> <p><u>Solid Waste Nuisance and Septic Nuisance</u></p> <p>2. 1455 Jericho Rd. Dalton OH. Owner per Auditor is Marcus Miller.</p> <p>Vaughn's BOH meeting update: The property needs to be cleaned up and aerator replaced (could extend if aerator is backordered.)</p> <p>Motion made to declare property a Public Health Nuisance and issue Board Orders to clean up and replace aerator.</p> <p>The minutes were approved as presented with a motion.</p>	<p>1. Committee Recommendation All in favor</p> <p>2. Buchwalter/Shamp All in favor</p> <p>Buchwalter/Wiseman All in favor</p> <p>No action needed</p> <p>No action needed</p>
Board of Health Meeting Minutes	The minutes from the November 18, 2021, meeting were approved as presented.	No action needed
Operation Sub-Committee Meeting Minutes	There was no Operations Sub-Committee Meeting in November, 2021.	No action needed

<p>Financial Requests</p>	<p>Chrystal Marcum, Director of Finance and Human Resources, discussed Financial Requests</p> <ol style="list-style-type: none"> 1. The Approval of Bills and Interagency Transactions was approved. 2. The Amended Certificate was approved. 3. The Authorization to Reduce Appropriations was approved. 4. The Authorization to Transfer Appropriations was approved. 5. Travel and Related was approved. <p>Receipts and Expenses through November 2021 were reviewed.</p>	<ol style="list-style-type: none"> 1. Troutman/Brown All in favor 2. Troutman/Brown All in favor 3. Troutman/Brown All in favor 4. Troutman/Brown All in favor 5. Troutman/Brown All in favor
<p>Environmental Health Update</p>	<p>Vaughn Anderson, Director of Environmental Health shared his Update: Vaughn discussed Standard Inspections for Risk Level 3 & 4. FSO/REF's as of 12/08/2021.</p>	<p>No action needed</p>
<p>Nursing Department Update</p>	<p>Dianne Burris, Director of Nursing shared her update with the Board: Covid Clinic Update 328 doses given 12/08/2021. Over 400 people were scheduled On December 18th there are 150 scheduled with more available. 12/08/2021 80 doses of Pediatric, all 2nd doses 12/29/2021 Pediatric Clinic (2nd doses) and open for first doses.</p>	<p>No action needed</p>

	<p>2 hospitalizations for Influenza. We are encouraging residents to get their flu shots.</p> <p><u>Project Dawn</u></p> <p>Updated Program is on our website, with a training video to watch. 3 people contacted us for Narcan as overdoses are increasing.</p> <p>Dianne feels we need more media and information to the public about the Project Dawn trainings and that we'll see a good response.</p> <p>Walmart offers the same video and Narcan and charges \$93.00.</p>	
WIC Department Update	Dr. Cascarelli included the WIC update as part of his Health Commissioner update.	No action needed
Board Continuing Education	<p>WIC Breastfeeding Coordinator, Carli Gump and WIC Peer Helper, Ashley Kuehn presented the Board with the History of Breastfeeding, a review of the WIC Program, including the health benefits and how the Breastfeeding Department works.</p> <p>They shared information of the Breastfeeding Coalition, the annual Baby Fair and the Lactation Ladies Club that is open to residents of Wayne and surrounding Counties.</p>	No action needed
Human Resources Update	<p>Chrystal Marcum, Director of Finance and Human Resource updated the Board on her Department:</p> <p><u>Vital Statistics and Fiscal Updates</u></p> <ul style="list-style-type: none"> • 89% Operating ratio. • 13 funds have hit or went above expected revenues including Environmental Health Programs, Covid and Plumbing. • The PHEP Coordinator, Anthony Gallam is now a part of Administration, Welcome Anthony! 	No action needed


	<ul style="list-style-type: none"> • Ceridian training is beginning. We are preparing for the roll out December 17, 2021. • Holly Leeder, Administrative Clerk 1 has been with us 6 months and has been helpful filling in as we've been short staffed. <p><u>Year End Updates</u></p> <ul style="list-style-type: none"> • Chrystal shared the 2022 Holiday Schedule for information only <ol style="list-style-type: none"> 1. Working with the County for the Ceridian roll out, we need to update our Cell Phone Reimbursement Stipend process. Chrystal presented an updated form for Board approval. 2. Assistant Fiscal Officer, Beth Amstutz-Archer presented 2022 Proposed Pre-Authorized Bills amount, with a total Blanket amount of \$40,000.00. 3. Chrystal shared the proposed 2022 Meeting Dates. <p><u>Personnel Update- New Hire</u></p> <ol style="list-style-type: none"> 4. Jessica McCullom, Public Health Nurse 2, Full-Time (40 hours), \$22.00, effective December 6, 2021. 	<ol style="list-style-type: none"> 1. Shamp/Troutman All in favor 2. Troutman/Kick All in favor 3. Kick/Troutman All in favor 4. Buchwalter/Brown All in favor
Old Business	There was no Old Business.	No action needed

<p>New Business</p>	<p>1. <u>Third Reading and Adoption for Proposed Regulation 188</u></p> <p>Third Reading of Proposed Regulation 188:</p> <p>"A regulation established and revising license, permit and service fees in the Wayne County Combined General Health District to provide for the payment toward costs of providing environmental health services and inspections."</p> <p>2. <u>2022 HHW Collection Program Agreement</u></p> <p>Vaughn presented the agreement to the Board.</p> <p>3. <u>Walk In Variance</u></p> <p>Andrew and Katie Miller. 7223 Zuercher Rd., Dalton OH 44618 Approved per policy.</p> <p>4. <u>Medical Director Contract</u></p> <p>Nick presented the contract for Dr. Eric Smith effective January 1, 2022- December 31, 2022, with a monthly compensation rate of \$1500.00.</p>	<p>1. Kick/Buchwalter Roll call: Wiseman, Kick, Troutman, Forrer, Brown, Lindsay, Buchwalter</p> <p>Shamp abstained as she is regulated.</p> <p>2. Forrer/Wiseman All in favor</p> <p>3. Wiseman/Shamp All in favor</p> <p>4. Kick/Wiseman All in favor</p>
<p>Public Speaks</p>	<p>No one from the public spoke at the meeting.</p> <p>Meeting Guest, Marcus Miller spoke to the Board under the Environmental Health Update. Please see notes above.</p>	<p>No action needed</p>


<p>Executive Session</p>	<p>Entered Executive Session at 9:45 am.</p> <p>Exit Executive Session at 10:32 am.</p> <ol style="list-style-type: none"> Promotion, Beth Amstutz-Archer to Fiscal Officer, effective 01/01/2022, \$20.00/hour. Contingent of training requirements. 2022 Pay Rates for Chrystal Marcum and Vaughn Anderson is 3% effective 01/01/2022. Nick Cascarelli, Health Commissioner accepted his evaluation. The Board thanks him for his service, contract includes a 3% increase in hourly rate, 3% on base rate, effective 01/01/2022. 	<p>Forrer/Shamp Roll Call: Buchwalter, Lindsay, Brown, Forrer, Troutman, Shamp, Kick, Wiseman</p> <p>Brown/Lindsay Roll Call: Wiseman, Kick, Shamp, Troutman, Forrer, Brown, Lindsay, Buchwalter</p> <ol style="list-style-type: none"> Buchwalter/Troutman All in favor Buchwalter/Kick All in favor Buchwalter. Kick All in favor
<p>Future Meetings</p>	<p>12/28/2021 Environmental Health Sub Committee T.B.D. 2021 Operations Sub Committee 01/13/2022 Board of Health</p>	<p>No action needed</p>
<p>Adjourn</p>	<p>The meeting was adjourned at 10:35am.</p>	<p>No action needed</p>

Board CEUs	Dianne presented Continuing Education on the Children With Medical Handicaps Program.	No action needed
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Approved by the Board of Health on this day, January 13, 2022.



 Jerry Herman
 President, Board of Health



 Nicholas Cascarelli, Ed.D.
 Health Commissioner

