

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

March 10, 2022

Members Present: Brent Brown; Susan Buchwalter; Melissa Craemer Smith; Jerry Herman; Ella Kick; Robert Lindsay; Dennis Tafoya; Bob Troutman; Anne Wiseman

Staff Present: Nicholas V. Cascarelli, Health Commissioner; Dianne Burris, Director of Nursing; Wendy Anderson, Director of WIC; Chrystal Marcum, Director of Finance and HR; Chuck Basler, Plumbing Inspector; Beth Amstutz-Archer, Fiscal Officer; Holly Leeder

Guest(s) Present: Barbara Biro, Prosecutors Office

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Jerry Herman at 8:02 a.m.	No action needed
Health Commissioner Update	<p>Dr. Cascarelli shared his report for March 2022:</p> <ul style="list-style-type: none"> • Covid-19 cases are declining rapidly as we had 32 cases week ending March 5th. This is down from 226 cases per week last month at this time. The positivity rate of those tested last week was 3% which was over 13% this time last month. Wayne County is considered low risk according to CDC's new metric that emphasizes a focus on severity (hospitalizations and deaths) of cases by county. We had staff go mask optional as of February 28th. • We have 48% of Wayne County residents of ages 5 and older, 80% 65 and older fully vaccinated. We have 54% ages 18 and older vaccinated with a booster, 73% 65 and older vaccinated with a booster. This is relatively unchanged from this point last month. • We are still awaiting an award amount from ODH regarding lost opportunity costs from lost revenue in the food program. • Governor Dewine signed HB51 into law that will allow public meetings to occur remotely until July. 	No action needed

	<ul style="list-style-type: none"> • The Annual District Health Advisory Council took place March 7th 8:00 AM at the Commissioners Meeting Room. The meeting was very well attended. It was very well attended. Congratulations to Dennis Tafoya and Jerry Herman for being reappointed by the District Health Advisory Council and to Dr. Ella Kick for being reappointed to the Board by the City of Wooster. The leadership team all did a great job showcasing what we do for the public and how we are moving toward normalcy, efficiency, and good stewards of the monies we receive. There was discussion regarding the permission granted to Health Commissioner to issue quarantine order in an emergency. • Nick requested that we move the April Board Meeting to April 21st and the Operations Committee to the April 29th. 	
<p>Environmental Health Meeting Minutes</p>	<p>Dr. Lindsay discussed the minutes with the Board:</p> <p><u>Failed Operational Inspections:</u></p> <ol style="list-style-type: none"> 1. Lizarrage. 5348 Tannerville Rd. Orrville 2. Rehm. 5302 Tannerville Rd. Orrville 3. Luangrai. 2230 W. High St. Orrville 4. Cottrell. 15686 Market St. Burton City <p><u>EH New Business:</u></p> <ol style="list-style-type: none"> 5. The Farm Bureau is hosting the Agricultural Tire Collection in November at the fairgrounds. Vaughn Anderson, Director of Environmental Health asked for \$2500.00 to be approved to be used towards the event. These funds will come out of the \$35,000.00 grant funding we get from the Stark-Tusc-Wayne Solid Waste Collaboration. 	<ol style="list-style-type: none"> 1. Committee Recommendation Board Orders. All in favor 2. Committee Recommendation Board Orders All in favor 3. Abated 4. Abated 5. Committee Recommendation All in favor

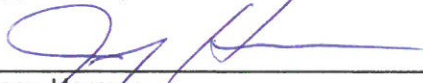
	<p><u>Variance:</u></p> <p>6. Stephen Kurtzman/ Kurtzman Portable Toilets. To use CEU's earned in 2022 to be applied to current registration that were earned in 2021. Those CEUs can't be applied to next year's registration. OAC 3701-29-03 (c) (5). Approved per policy.</p> <p>The Meeting Minutes from the February 25, 2022 were approved as presented.</p>	<p>6. Committee Recommendation All in favor</p>
<p>Board of Health Meeting Minutes</p>	<p>The Meeting Minutes from February 10, 2022 were approved as presented.</p> <p>Board member, Bob Troutman was not listed on the approved minutes; Bob attended the meeting, via Zoom.</p>	<p>No action needed</p>
<p>Operation Sub-Committee Meeting Minutes</p>	<p>Anne Wiseman presented the Minutes from the February 25, 2022, meeting: (This Operations Sub-Committee Meeting was combined with the Environmental Health Sub-Committee Meeting.)</p> <p>7. Chrystal Marcum, Director of Finance and Human Resources shared proposed changes to Policy for Chapter 4: Compensation & Benefits, Section 4.3 WORK WEEK, Section 4.4 OVERTIME COMPENSATION, 4.10 PAID LEAVE, Section 4.11 FAMILY MEDICAL LEAVE, Chapter 5 and Chapter 6: Section 6.01 PROGRESSIVE DISCIPLINE.</p> <p>The minutes were approved as presented.</p>	<p>7. Committee Recommendation All in favor</p>
<p>Financial Requests</p>	<p>Chrystal Marcum, Director of Finance and Human Resources discussed the Financial Requests:</p> <p>1. The Approval of Bills and Interagency Transactions was approved.</p> <p>2. The Approval of Travel and Related Expenses was approved.</p>	<p>1. Troutman/Wiseman All in favor</p> <p>2. Wiseman/Buchwalter All in favor</p>

Receipts & Expenses	The Receipts and Expenses through February 2022 were reviewed.	No action needed
Environmental Health Update	<p>Dr. Cascarelli presented the Environmental Health Update on behalf of Vaughn Anderson, Director of Environmental Health:</p> <ul style="list-style-type: none"> Proposed Regulation 147R. Discussed the changes and updates to the Plumbing regulation. Including state license requirement, surety bond increase and permit requirement for water heater replacement. Draft copy of Regulation 147R was presented. Vaughn would like to move forward with the First Reading. Janet Rittenhouse, Environmental Health Supervisor prepared a list of Delinquent 2022 FSO/RFE License Renewals (as of March 9, 2022.) In the past we have referred these to the Prosecutor per state. Because of ongoing mail delay issues, this list is being presented to notify the board and not referred to Prosecutor until April Board meeting. 	No action needed
Nursing Department Update	<p>Dianne Burris, Director of Nursing gave an update on her department and shared her spreadsheet with totals from February 2022:</p> <ul style="list-style-type: none"> Nursing had one resignation, with current staff being 1 Full-time nurse, 2 Part-Time nurses, with one PT nurse focusing on the CMH cases. Covid Clinics will be walk-in with regular clinics beginning in April, 2022. Communicable Disease nurses are working on closing the extreme amount of Covid cases Vaccine clinics for the Amish have been busy Project Dawn continues as an online option, we've had positive feedback The Vision Program is active Dianne also shared information about a Syphilis outbreak. 	No action needed
WIC Department Update	WIC Director, Wendy Anderson, shared her department's update.	No action needed

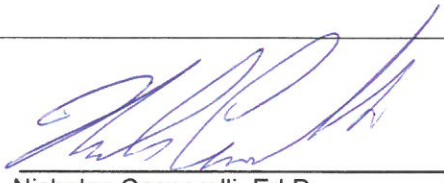
	<ul style="list-style-type: none"> • Case load is 1338 of the state assigned number of 1186, we are at 110% of our caseload. • We scheduled 562 appointments with 416 appointments kept. This is a 74.5% show rate. And we had 13 walk-in appointments. • The state approved increase in the amount of fruits and vegetable money through Sept 2022. We continue to hope this increase will be a permanent increase. • We are dealing with a formula recall and the lack of WIC eligible formulas on the vendor shelves. We are hoping the manufacturing facility will be able get product on the shelves soon. 	
<p>Human Resources Update</p>	<p>Chrystal Marcum, Director of Finance and Human Resources updated the Board on her department.</p> <p><u>Personnel Updates</u></p> <p><u>Resignation</u></p> <ol style="list-style-type: none"> 1. Denise VanMeter, FT Public Health Nurse 2, \$22.00 per hour, effective March 4, 2022 2. Chrystal Marcum, Director of Finance and Human Resources, \$30.66 per hour, effective March 18, 2022. <p><u>Promotion</u></p> <ol style="list-style-type: none"> 3. Rebecca Norris, Community Health Promotions Coordinator, \$20.00 per hour, effective March 14, 2022. <p><u>Vital Statistics and Fiscal Update</u></p> <p>Chrystal presented a draft of the 2023 budget. This will be presented to the Budget Committee in April. This was for informational purposes only and will be brought back for approval at another time.</p> <p>Nick and the Board thanked Chrystal for her years of service and hard work.</p>	<ol style="list-style-type: none"> 1. Craemer Smith/Kick All in favor 2. Kick/Wiseman All in favor 3. Kick/Tafoya All in favor

Old Business	There was no Old Business to discuss.	No action needed
New Business BOH Nominations and Board Bylaws	A motion was made to continue with the existing officers until the next BOH meeting. The Bylaws will be reviewed at the next Operations Sub-Committee Meeting.	Wiseman/Tafoya All in favor
New Business Contract	Nick presented a Contract for Financial and Human Resources Services between the Health Department and Chrystal Marcum. Maximum compensation \$5,000.00	Tafoya/Troutman All in favor
Future Meetings	03/29/2022 Environmental Health Sub Committee (Combined with Operations) 03/25/2022 Operations Sub Committee 04/21/2022 Board of Health	No action needed
Adjourn	The meeting was adjourned by consensus at 9:14 a.m.	No action needed

Approved by the Board of Health on this day, April 21, 2022.



 Jerry Herman
 President, Board of Health



 Nicholas Cascarelli, Ed.D.
 Health Commissioner