

**WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES**

April 21, 2022

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

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

Guest(s) Present: Patrick Herron, Wayne County Administrator; Barbara Biro, Prosecutors Office

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Jerry Herman at 8:01 a.m.	No action needed
Election of Board Officers	The Board of Health will make an exception to the Bylaws to nominate the same Board of Health members for another year. This action will keep Jerry Herman as the President of the Board and Anne Wiseman as the Vice-Chair of the Board.	Brown/Wiseman All in favor
Red Cross Building Update	Patrick Herron updated the Board on the Red Cross building:  The Red Cross will keep one office on the second floor, they will use the facilities for blood drives. Construction planning has continued, with construction beginning around August or September 2022. Architects must get plans done before we can go to bid. ARPA funds can cover approximately up to 50% of the construction costs with the Wayne County Health Department covering the other 50%.	No action needed
Health Commissioner Update	Dr. Cascarelli shared his report for April 2022: <ul style="list-style-type: none"> <li>• Covid-19 cases have leveled off as we have ranges of 20-30 new cases per week. No additional deaths or hospitalization in the last month.</li> <li>• We have 49% of Wayne County residents of ages 5 and older, 81% 65 and older</li> </ul>	No action needed

fully vaccinated. We have 54% ages 18 and older vaccinated with a booster, 74% 65 and older vaccinated with a booster. This is relatively unchanged from this point last month.

- We received \$22,592.20 from the Ohio Department of Health earlier this week for the lost opportunity costs from lost revenue in the food program. Because it is from state general revenue funds, there are no restrictions on how to use the money.
- HB 463 (Stephens) has been introduced. This bill seeks to eliminate the District Health Advisory Council and replace it with the Board of County Commissioners as the body that appoints Board of Health members.
- Nick spoke at Wooster Chamber of Commerce Safety meeting on March 23rd. He spoke about our programs and services, our response during the pandemic, and provided tips to continue to keep employees safe from infectious disease.
- Attended and participated in Wayne County Forum on Food and Agriculture hosted by Wayne County Farm Bureau, Local Roots, Food Sphere, Plain Partners, and OSU. The goal was to discuss ways to keep farming sustainable in Wayne County. A common theme was to look at helping farmers with marketing and to perhaps have a "Wayne County" brand for foods that come from Wayne County Farmers
- Attended the Farm Bureau Annual Legislative Breakfast on April 7th where their legislative platform was discussed.
- Jerry and Nick attended the Budget Commission meeting for the Health Department proposed budget that included 3% increase we receive from inside millage for 2023. They approved the requested amount.

	<ul style="list-style-type: none"> <li>Nick would like to acknowledge Beth Knopp and Beth Amstutz-Archer for all their help with doing more in the absence of a Director of Finance and HR.</li> </ul>	
<p>First Reading Proposed Regulation 147R</p>	<p>Jerry Herman, President of the Board read the First Reading of Proposed Regulation 147R:</p> <p>"A REGULATION PERTAINING TO THE ADOPTION BY REFERENCE, THE OHIO PLUMBING CODE, OHIO ADMINISTRATIVE CODE (OAC) CHAPTER 4101:3, INCLUSIVE RELATIVE TO PLUMBING; THE REGISTRATION OF PLUMBING CONTRACTORS, AND WHICH REQUIRES THE POSTING OF A SURETY BOND, THE REQUIREMENT FOR PERMITS; AND THE REPEAL OF EXISTING REGULATION #147.</p> <p>Vaughn Anderson, Director of Environmental Health will specify what the changes are to completely be transparent.</p>	<p>Craemer Smith/Wiseman</p> <p>Roll Call:</p> <p>Yeas: Nelson, Kick, Shamp, Craemer Smith, Buchwalter, Troutman, Wiseman, Lindsay</p> <p>Nay: Brown</p>
<p>Environmental Health Meeting Minutes</p>	<p>There was no Environmental Health Sub-Committee meeting in March 2022.</p>	<p>No action needed</p>
<p>Board of Health Meeting Minutes</p>	<p>The Meeting Minutes from March 10, 2022 were approved as presented.</p>	<p>No action needed</p>
<p>Operation Sub-Committee Meeting Minutes</p>	<p>There was no Operation Sub-Committee Meeting in March 2022.</p>	<p>No action needed</p>
<p>Financial Requests</p>	<p>Beth Amstutz-Archer, Fiscal Officer discussed the Financial Requests:</p> <ol style="list-style-type: none"> <li>The Approval of Bills and Interagency Transactions was approved.</li> <li>The Approval of Travel and Related Expenses was approved.</li> </ol>	<ol style="list-style-type: none"> <li>Troutman/Buchwalter All in favor</li> <li>Troutman/Buchwalter All in favor</li> </ol>

	3. The Amended Certificate / Amended Appropriations for CN22 were approved.	3. Kick/Wiseman All in favor
Receipts & Expenses	The Receipts and Expenses through March 2022 were reviewed.	No action needed
Environmental Health Update	<p>Vaughn Anderson, Director of Environmental Health updated the Board:</p> <ul style="list-style-type: none"> <li>All Food Service Licenses have been renewed. No action needed.</li> <li>Vaughn discussed issue with all City and Village Treatment plants in Wayne County no longer accepting septic from household sewage tanks at this time. In addition, places outside of the county either are doing the same or have very expensive rates of disposal. This is hindering proper septic maintenance for property owners and large increases in prices and affecting septic hauler businesses which some have cease to operations. Vaughn has reached out to Sewage Plants. This is a concern because not maintaining septic tanks can cause backups and failures to sewage systems. Vaughn is reaching out to other county health departments and ODH and OEPA to get this issue a priority.</li> <li>Vaughn explained due to price increases in construction equipment and materials less Wayne County residents will be helped with the septic grant. Inflation and supply chain issues affecting building also with permit down 15-20%.</li> <li>Pool and Camp survey went well per exit interview but waiting on formal letter.</li> </ul>	No action needed
Nursing Department Update	<p>On behalf of Dianne Burris, Director of Nursing, Dr. Cascarelli gave an update on the Nursing Department and shared a spreadsheet with totals from March 2022:</p> <p>The Board members requested the spreadsheet be updated to reflect both Covid infection numbers and Covid Vaccines given. They also approved some of the listed vaccines be removed from the list to simplify.</p>	No action needed
WIC Department Update	WIC Director, Wendy Anderson, shared her department's update.	No action needed

	<ul style="list-style-type: none"> <li>• Case load is 1336 of the state assigned number of 1186, we are at 112% of our caseload</li> <li>• We scheduled 700 appointments with 536 appointments kept. This is a 76.5% show rate. We had 16 walk-in appts.</li> <li>• The new WIC Grant writing process has started for the 2023 Fiscal year, this is a competitive year, with a 5-year cycle. The grant is due May 23rd, with the new Grant year will starting Oct 1, 2022.</li> <li>• We continue to deal 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. However, this is a statewide issue and is being described as a distribution issue. State is working with the Federal government to try and work on this issue.</li> </ul>	
Human Resources Update	<p>Health Commissioner Cascarelli presented the Administrative Board Items:</p> <p><b><u>Personnel Updates:</u></b></p> <p><b><u>Resignation</u></b></p> <ol style="list-style-type: none"> <li>1. Dianne Burris, Director of Nursing, \$28.50 per hour, effective May 6, 2022</li> </ol> <p><b><u>New Hire</u></b></p> <ol style="list-style-type: none"> <li>2. Theresa Schlauch, Director of Finance and Human Resources, Full Time, \$32.70 per hour, effective May 2, 2022.</li> </ol> <p><b><u>Status Change</u></b></p>	<ol style="list-style-type: none"> <li>1. Wiseman/Shamp All in favor</li> <li>2. Buchwalter/Lindsay All in favor</li> </ol>

	<p>3. Anthony Gallam, Public Health Preparedness Coordinator, Full Time to Intermittent, not to exceed 1000 hours, \$21.40 per hour, effective May 2, 2022.</p> <p><b><u>Vital Statistics and Fiscal Update</u></b></p> <ul style="list-style-type: none"> <li>• ODH Grants Desk Audit completed. We responded with a corrective action to prevent mis-categorized items to better track our time and effort on grants.</li> <li>• Single audit for 2021 already complete. Beth A. and Beth K. had most of the items prepared for him by the time the auditors came. Wendy and her team also assembled items needed by the auditor for the WIC grant. There were no findings.</li> <li>• Submitted grant expenditures for grants. Thank you to Beth A and to Wendy for getting the information need to input.</li> <li>• Submitted our Annual Financial Report to ODH that was due April 1.</li> <li>• Submitted the NOIAF for the WIC grant and the Covid-19 enhanced operations grants.</li> </ul>	<p>3. Wiseman/Troutman All in favor</p>
<p>Old Business</p>	<p>Vaughn Anderson presented his Old Business Items:</p> <p><b><u>Board Orders Failed Septic Operational:</u></b></p> <ol style="list-style-type: none"> <li>1. Lizarrage. 5348 Tannerville Rd. Orrville Refer to Prosecutor</li> <li>2. Rehm. 5302 Tannerville Rd. Orrville. <b>Abated</b></li> </ol>	<p>No action needed</p> <ol style="list-style-type: none"> <li>1. Wiseman/Buchwalter All in favor</li> <li>2. No action needed</li> </ol>

<p>New Business</p>	<p>Environmental Health Director, Vaughn Anderson presented the following New Business:</p> <p><b><u>Resolution #04-21-2022</u></b></p> <p>"A REVISED RESOLUTION GOVERNING THE DESIGN, INSTALLATION, INSPECTION, ONGOING MAINTENANCE REQUIREMENTS AD OTHER RELEVANT MATTERS TO BE DETERMINED BY THE BOARD OF HEALTH, FOR THE EFFECTIVE OPERATION OF A HOUSEHOLD SEWAGE TREATMENT SYSTEM AND SMALL-FLOW PROGRAM IN WAYNE COUNTY, OHIO.</p> <p>Vaughn wanted to acknowledge Environmental Health Specialist, Bob Hempel for finding this needed change. He explained <b>6. OAC 3701-215(G) and (H)</b> to the Board.</p> <p>3. Staff recommends approval of Resolution #04-21-2022</p> <p><b><u>Septic Variance</u></b></p> <p>4. Bendon. 4168 E. Lincoln Way Wooster</p> <p><b><u>Staff Appreciation</u></b></p> <p>5. Nick asked permission from the Board to host an Appreciation Luncheon for staff. Cost will be approximately \$600.00 with permission to close the offices and building on June 23, 2022, at noon.</p>	<p>3. Kick/Troutman All in favor</p> <p>4. Craemer Smith/Shamp All in favor</p> <p>5. Buchwalter/Wiseman All in favor</p>
<p>Public Speaks</p>	<p>There was no one from the Public present at the meeting.</p>	<p>No action needed</p>

