

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

April 18, 2024

Members Present: Brent Brown; Susan Buchwalter; Melissa Craemer Smith; Fred Finney; Jerry Herman; Ella Kick; Robert Lindsay; Carol McKiernan; Marjorie Shamp; Robert Troutman

Staff Present: Nicholas V. Cascarelli, Health Commissioner; Vaughn Anderson, Director of Environmental Health; Patty Reining, Director of Community Health; Wendy Anderson, Director of WIC

Guest(s) Present: Dave Haverfield, Prosecutors Office

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Susan Buchwalter at 8:00 a.m.	No action needed
Board CEU-Staff Introductions	<p>Moriah Sowers introduced herself. She is a new employee to WCHD, having started in February as the Accounting Specialist.</p> <p>Elizabeth Reynolds has been with the WCHD since August of last year. She is the Emergency Preparedness Coordinator. She works closely with the Red Cross and the Wayne County Emergency Management, and is on the Amish Safety Planning Committee.</p>	No action needed
Board of Health Meeting Minutes	The meeting minutes from March 21, 2024 were approved as presented.	Craemer Smith/Lindsay All in favor
Financial Requests	<p>On behalf of Theresa Schlauch, Nick Cascarelli, Health Commissioner, presented the Financial Overview for March.</p> <p>The Approval of Bills and Expenditure Reimbursements/Interagency Transactions were approved.</p>	Brown/Finney All in favor


<p>Mckiernan/Craemer Smith All in favor</p> <p>Kick/Shamp Roll Call: Brown; Craemer Smith; Finney; Herman; Kick; Lindsay; Mckiernan; Shamp; Troutman</p>	<p>Travel and related expenses were approved.</p> <p>Resolution No. 4-19-2024 The Amended Certificate Increases/Appropriation Increases.</p>	<p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p>	<p>The meeting minutes from April 5th, 2024 minutes were discussed:</p> <ul style="list-style-type: none"> • PEP Quote- We received the quote for Public Entities Pool of Ohio for \$31,110. • Personnel Manual Changes- The Personnel Manual for Chapters 1, 3, 4 and 5 were discussed with minor language changes in each chapter. The Board showed interest in seeing the full manual and looking at the written language in the disciplinary chapter. • Staffing Discussion- Community Health requested an additional position part time for an LPN/RN. • EH Vehicles- Vaughn presented the purchase of 2 new vehicles. 1 truck and 1 car (used). Will use trade in of 2 vehicles. Request up to \$60,000 but Vaughn feels with trade ins and shopping around will stay under budget. • Solid Waste Clean-up- Vaughn presented bid for cleanup of Garnes property at 3733 W. Sterling Rd. Estimated cost \$2,500-\$3,500. <p>There was a correction to the minutes noted. The spelling of Fred Finney and adding Carol Mckiernan to the minutes to be updated. The meeting minutes from April 5th, 2024 were approved with corrections.</p>	<p>Operations Sub-Committee & Environmental Meeting Minutes</p>
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<p>Medical Septic Variance</p>	<p>Brian Bilek. 10343 Schwartzwalder Rd. Variance is of OAC 3701-29-15-N General soil absorption requirements and not having to add to the existing septic system to allow you to connect to an existing septic system with a 2 (two) bedroom dwelling to be located at 10343 Schwartzwalder Rd. without having to add a septic tank or additional leach lines. Inspected annually and will be a temporary variance until medical issue is not needed.</p>	<p>Finney/McKiernan All in favor</p>
<p>Health Commissioner Update</p>	<p>Nicholas Cascarelli, Health Commissioner, gave an update.</p> <ul style="list-style-type: none"> • Theresa, Dr. Buchwalter and Nick attended the Budget Commission for the Health District. They did not approve the request for 10%. They listed a burden on the municipalities along with the carryover amounts as reasons for denying the request. • We received some coverage for the Overdose Fatality Report in the Bargain Hunter/Wooster Weekly. • We also received coverage from the Daily Record as well as Wooster Weekly/Bargain Hunter for National Public Health Week. The County Commissioners did a resolution for us, and we also featured our various teams on Facebook that week. • We were notified that Anazao Community partners will no longer do the Safe Communities Grant, which is a grant through the Ohio Department of Public Safety. The major activities on the grant include doing many awareness campaigns on impaired driving around the holidays, prom, and other events. The grant will also look to work with local law enforcement on fatal crashes. Wayne County is eligible for \$55k. If we are funded this grant as well as the Creating Health Communities Grant, we may need to add a part time health educator. • We will be working on a grant budget revision to our Enhanced Operations Grant to extend it from August 2024 to December 2025. We will be able to pay for staff time as well as getting an electronic medical records system as an allowable expense on the grant. Patty and Nick are investigating. 	<p>No action needed</p>

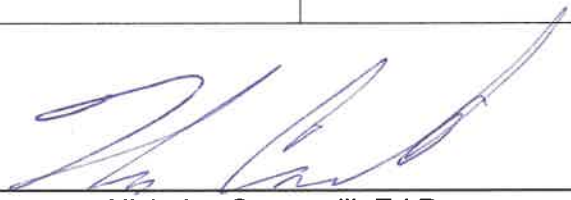
<p>No action needed</p> <p>No action needed</p>	<p>Vaughn Anderson, Environmental Health Director, and David Haverfield from the Wayne County Prosecutors Office, gave an update.</p> <ul style="list-style-type: none"> • Hunter Properties LLC- 525 Markley Rd: The prosecutor's office mailed notification of forcing foreclosure for fines established by court. • El Deseo Latin Grocery LLC- 47 W. Main St: paid their license fee. Issued Food license and they are now compliant. 	<p>Trounman/Herman All in favor</p> <p>Trounman/Herman All in favor</p> <p>Herman/Trounman All in favor</p>
	<p>Retirement</p> <ul style="list-style-type: none"> • Beth Westfall, Senior Clerical Specialist, \$17.74/hr., Part-time, retiring as of 4:30pm on May 23rd, 2024 <p>New Hire</p> <ul style="list-style-type: none"> • Kayla DeRenzis, Diet Tech, \$22.00/hr., Intermittent, starting April 16th, 2024. 	<p>New Business Administrative Items</p> <p>Septic Variance</p>
	<p>Susan Warner. 3609 West St. Variance of 3701-29-18 (C) (6) to septic tank installed and used as a temporary holding tank until weather permits to install the leach lines/mound. This variance is contingent upon pumping the septic tank by a registered septic hauler as needed or at a minimum of once per month with proof to the Wayne County Health Department via a pumping receipt by a registered septic hauler. If proof is not obtained the variance maybe revoked and an inspection will be conducted by a sanitarian to verify no public health nuisance and a \$50.00 shall be charged. 6-month variance.</p>	

Administrative Unit Update	<p>On behalf of the Finance Director, Theresa Schlauch, Nick Cascarelli, Health Commissioner, gave an update.</p> <ul style="list-style-type: none"> • The QuickBooks bug has finally been fixed and we are able to log in now. • We are possibly looking into a part time position to help with Human Resources. More information to come. 	No action needed
Public Speaks	No public present.	No action needed
Future Meetings	<p>05/03/2024 Operations and Environmental Health Sub-Committee</p> <p>05/16/2024 Board of Health Meeting</p>	No action needed
Adjourn	The meeting was adjourned by consensus at 9:26 a.m.	No action needed

Approved by the Board of Health on this day, May 16, 2024.



 Susan Buchwalter, Ph.D.
 Board of Health President



 Nicholas Cascarelli, Ed.D.
 Health Commissioner

<p>No action needed</p>	<p>Vaughn Anderson, Director of Environmental Health, gave an update.</p> <ul style="list-style-type: none"> • Vaughn discussed two of the items he is working on for performance management and to establish possible QI projects. The two mentioned were the operational program tracking of inspection results and well sampling tracking of sample results. • Vaughn discussed possible water contamination "plume" reported by City of Wooster that could affect 2-3 private wells near Wooster Water Treatment Plant. 	<p>No action needed</p>	<p>Patty Reining, Director of Community Health, gave an update.</p> <ul style="list-style-type: none"> • Patty discussed the Outreach schedule with the mobile unit. • Covid and Flu numbers have been decreasing. • Project Dawn has been very busy with more education and Narcan requests. • CPR classes are ongoing and going well. • We have started the interview process for our Senior Clerical Specialist position. 	<p>No action needed</p>	<p>Wendy Anderson, Director of WIC, gave an update.</p> <ul style="list-style-type: none"> • Our assigned case load is 1130, and we are at 97.26% of case load with 1099. We had 539 scheduled appointments and 413 attended, with 10 Walk-ins. • Our Show rate is at 76.62% • We still have a health professional position open. 	<p>Environmental Health Unit Update</p>	<p>Community Health Unit Update</p>	<p>WIC Unit Update</p>
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