

## WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

May 16, 2024

**Members Present:** Brent Brown; Susan Buchwalter; Melissa Craemer Smith; Fred Finney; Robert Lindsay; Carol McKiernan; Amanda Nelson; Marjorie Shamp; Robert Troutman

**Staff Present:** Nicholas V. Cascarelli, Health Commissioner; Theresa Schlauch, Director of Finance & Human Resources; 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 8:02 a.m.	No action needed
Board CEU-Staff Introductions	<p>Colleen Dundon introduced herself. She has worked in the Environmental Unit as a Registered Environmental Health Specialist for the last 10 years. She works in the Food, Pools, Camps and Rabies Programs. She has worked in Food Safety in Boston and New York, but loves Wooster the most.</p> <p>Pam Armstrong has been with the Health Department for 21 years. She has worked in WIC the entire time in different roles, but is currently the WIC Coordinator. Pam helps the Clinic run smoothly and has a great memory where she can remember all faces and names. She has lived in Wayne County her entire life and has loved working for WIC throughout the years.</p>	No action needed
Board of Health Meeting Minutes	The meeting minutes from April 18, 2024 were approved as presented.	Craemer Smith/Lindsay All in favor

<p>Mckiernan/Shamp All in favor</p> <p>Craemer Smith/Nelson All in favor</p>	<p>Theresa Schlauch, Director of Finance and Human Resources, presented the Financial Overview for April.</p> <p>The Approval of Bills and Expenditure Reimbursements/Interagency Transactions were approved.</p> <p>Travel and related expenses were approved.</p>	<p>Financial Requests</p>
<p>No action needed</p>	<p>There was no May Meeting.</p>	<p>Operations &amp; Environmental Sub-Committee Meeting Minutes</p>
<p>Craemer Smith/Mckiernan All in favor</p>	<p>Theresa Schlauch, Director of Finance and Human Resources, discussed the quotes for the Security on the South St. Building.</p> <ul style="list-style-type: none"> <li>• McClintock Electric- Exterior Camera System quoted for \$15,415.00 and an Exterior Building Lighting Upgrade for \$9,903.00.</li> <li>• Schmidt Security Pro- Burglary Alarm System for \$3,996.88 and Exterior Camera System for \$14,992.96.</li> </ul> <p>A motion was made to do the exterior building lights from McClintock, and the alarm and camera system from Schmidt.</p>	<p>Old Business Building Security</p>

<p>Prosecutors Update</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"> <li>• Hunter Properties LLC- 525 Markley Rd: The prosecutor’s office previously mailed notification of forcing foreclosure and the owner has not responded. A discussion was held regarding the process to foreclose. Because the Wayne County Health Department has a valid lien against all property owned by HW Hunter Properties III, it was recommended pursuing to foreclose on both the subject property and one other that will likely have sufficient value to satisfy the judgment. Motion to allow the Prosecutor to pursue to foreclose on both the subject property and one other that will likely have sufficient value to satisfy the judgment. The parcel numbers are 59-01103 and 65-01203.</li> <li>• Ian Garnes 3733 W. Sterling Rd.-3 Sons salvage did a great job cleaning up the property. There was a large trash pile with trash, tires, solid waste etc. Motion to assess the cost for clean-up ORC 3707.01 for the property tax on Parcel 21-00147.000 for the amount of \$2800.00</li> </ul>	<p>Nelson/Troutman Abstains: Craemer Smith for conflict of interest All else in favor</p> <p>Craemer Smith/Brown Abstains: Nelson for conflict of interest All else in favor</p>
<p>New Business Administrative Items</p>	<p><u>Resignations</u></p> <ul style="list-style-type: none"> <li>• Dominique Phillips, Clerical Specialist, \$14.56/hr., Intermittent, resigned as of April 30, 2024.</li> <li>• Abigail Baker-Jones, Senior WIC Eligibility Specialist, \$14.56/hr., Intermittent, resigned as of May 31, 2024.</li> <li>• Kim D’Intino, Medical Billing Coordinator, \$19.65/hr., Full-time, resigned as of May 31, 2024.</li> </ul> <p><u>New Hire</u></p> <ul style="list-style-type: none"> <li>• Mindy Watson, Senior Clerical Specialist, \$17.50/hr., Part-time, starting April 29<sup>th</sup>, 2024.</li> </ul>	<p>Nelson/Lindsay All in favor</p>


<p>Brown/Lindsay All in favor</p> <p>Brown/Shamp All in favor</p> <p>Mckiernan/Nelson All in favor</p> <p>Nelson/Shamp All in favor</p> <p>No action needed</p> <p>Brown/Finney All in favor</p>	<p>Vaughn Anderson gave an update on the Environmental Health Unit vehicles. The Ford Focus we have had since 2015 needs a new transmission/clutch and windshield and other various repairs. Quoted just under \$4k for repairs, and the car is not worth as much. Requesting \$20k to purchase new vehicle that will be used for the Food Program.</p> <p>The Kent State Affiliation Agreement for a Dietetic Intern for WIC was presented. The Prosecutors office reviewed the Contract and gave the okay. Motion to accept the Agreement.</p> <p>The Medina County Health Department Contract with us for the Medical Reserve Corps was presented. We will be sub-contracting this Grant with Medina. The Prosecutor reviewed the Contract and gave the okay. Motion to accept the Contract.</p> <p>The Holmes County Health Department Get Vaccinated Ohio Grant was presented. Ohio Department of Health requires Holmes County to "buddy-up" with a neighboring County when under \$30k for a Grant. We will recoup 10% Administrative Fee for time. Motion to approve Contract.</p> <p>Nick Cascarelli, Health Commission, spoke about hosting a Pop up site for the Akron-Canton Foodbank here for Wayne County. Due to Food Insecurity being a public health concern, we believe it's a good fit. We are looking at doing them every 2<sup>nd</sup> Tuesday of the month in the parking lot for 2 hours.</p> <p>Nick Cascarelli, Health Commissioner, requested a change of date for the September Board of Health Meeting. Motion to move the Board of Health September meeting to Tuesday, September 17, 2024.</p>	<p>EH Vehicles</p> <p>Kent State Agreement</p> <p>Medina County Health Dept. Contract</p> <p>Holmes County Health Dept. Contract</p> <p>Akron-Canton Foodbank Pop Up Site</p> <p>September BOH Meeting</p>
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<p>Health Commissioner Update</p>	<p>Nicholas Cascarelli, Health Commissioner, gave an update.</p> <ul style="list-style-type: none"> <li>• We submitted applications for the Safe Communities Grant and the Creating Health Communities Grant. The Safe Communities Grant is for \$55,000 and it appears no one else from Wayne has applied. The Creating Health Communities Grant is for \$100,000 is an ODH grant and has competition.</li> <li>• We submitted a grant budget revision to our Enhanced Operations Grant which will extend it from August of 2024 through December of 2025. We will be able to pay for staff time as well as getting an electronic medical records system as it is an allowable expense on the grant. Patty and I are looking at the EMR available through a collaborative group of health departments that are already credentialed with most major insurers and has bulk pricing for vaccines. We also will be working with Ohio University to offer a training to all LHD's in NE Ohio on strategies to combat vaccine hesitancy.</li> <li>• I will be spear heading an effort for us to redo our network drives to make them more concise and more logical. I have had some preliminary conversations with the County IT and they were onboard with simplifying the network drives. This will start over the summer.</li> <li>• We will be hosting the first Community Health Fair on June 22<sup>nd</sup> here from 10-2. We hope this will become an annual event. We have several vendors lined up and we have started to do some marketing with the radio, advertising through community partners and Main St. Wooster. There will be farmers market in downtown Wooster that day and we will try to capture some of that population.</li> </ul>	<p>No action needed</p>
<p>Environmental Health Unit Update</p>	<p>Vaughn Anderson, Director of Environmental Health, gave an update.</p> <ul style="list-style-type: none"> <li>• Environmental Health is having the Household Hazardous Waste event on May 20, 2024 from 12-4PM at the fairgrounds.</li> <li>• The potential E coli contamination wells are still being investigated on Secret Rd. Location has a stream in-between properties. Vaughn wants</li> </ul>	<p>No action needed</p>

<p>No action needed</p>	<ul style="list-style-type: none"> <li>to dye test stream to investigate possible ground water contamination through bedrock to ground water. EH Unit will be dye testing the stream and possibly test for caffeine for possible septic contamination.</li> <li>Vaughn discussed possible water contamination "plume" reported by City of Wooster that could affect 2-3 private wells near Wooster Water Treatment Plant. Type of chemical is PFAS "forever chemicals".</li> </ul>	<p>No action needed</p>	<p>Patty Reining, Director of Community Health, gave an update.</p> <ul style="list-style-type: none"> <li>Community Health has been utilizing the Mobile unit and Outreach has been very busy.</li> <li>CPR classes have been going well and many schools have been contacting us to set up trainings also.</li> <li>Project Dawn has been very steady.</li> <li>Staff is all now certified for HIV testing and should resume testing soon for STI testing.</li> </ul>	<p>No action needed</p>	<p>Wendy Anderson, Director of WIC, gave an update.</p> <ul style="list-style-type: none"> <li>Our assigned case load is 1130, and we are at 97.96% of case load with 1107. We had 514 scheduled appointments and 370 attended, with 15 Walk-ins.</li> <li>Our Show rate is currently 71.98%</li> <li>Our new PRN Dietitian Technician is doing well and almost fully trained</li> <li>We are still looking to hire one part-time RD.</li> <li>Currently working on the fiscal year 2025 grant.</li> </ul>		<p>Community Health Unit Update</p>	<p>WIC Unit Update</p>
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Administrative Unit Update	Theresa Schlauch, Director of Finance and Human Resources, gave an update. <ul style="list-style-type: none"> <li>Everything has been going well in Admin and Vital Statistics area.</li> <li>We have not started the process yet to hire a part-time Human Resources staff yet.</li> </ul>	No action needed
Public Speaks	No public present.	No action needed
Future Meetings	06/07/2024 Operations and Environmental Health Sub-Committee 06/20/2024 Board of Health Meeting	No action needed
Adjourn	The meeting was adjourned by consensus at 9:33 a.m.	No action needed

Approved by the Board of Health on this day, June 20, 2024.

  
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 Susan Buchwalter, Ph.D.  
 Board of Health President

  
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 Nicholas Cascarelli, Ed.D.  
 Health Commissioner

