

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

November 16, 2023

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

Staff Present: Nicholas V. Cascarelli, Health Commissioner; Theresa Schlauch, Director of Finance and Human Resources; Vaughn Anderson, Director of Environmental Health; Patty Reining, Director of Community Health; Wendy Anderson, Director of WIC

Guest(s) Present: Jennifer Donahue from Wayne County Prosecutors Office

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Susan Buchwalter at 8:01 a.m.	No action needed
Executive Session	<p>Entered into Executive Session to discuss personnel at 8:02 a.m.</p> <p>Exit Executive Session at 8:14 a.m.</p> <p>Motion to enter back into regular Board of Health Meeting at 8:15 a.m.</p>	<p>Kick/Wiseman Roll Call: Nelson; Craemer Smith; Troutman; Lindsay; Herman; Wiseman; Kick; Shamp</p> <p>Kick/Craemer Smith Roll Call: Brown; Herman; Lindsay; Troutman; Craemer Smith; Nelson; Shamp; Kick; Wiseman</p>

<p>Health Commissioner Update</p>	<p>Dr. Cascarelli shared his report for November 2023:</p> <ul style="list-style-type: none"> • We were able to complete the move on the 6th and 7th and opened to the public on November 8th as planned. The staff helped greatly with the move and was a very big help. • The ribbon cutting was held November 15th at 3pm. We had attendees from Wooster and Orrville Chambers of Commerce, the County Commissioners and Red Cross representatives. • We will be hosting an Open House for the community of November 17th from 4-6pm. • We shared a draft of the Community Health Assessment with the steering committee which consists of community members representing health care, social service and mental health agencies and institutions. We have asked for their input and are still working to do conversations with some LGBTQ and Black residents. • We are moving forward with getting training for the leadership team on the performance management software being provided to us by the state. We hope to begin to implement utilizing the software after the first of the year. 	<p>No action needed</p>
<p>Board of Health Meeting Minutes</p>	<p>The meeting minutes from October 19th, 2023 were approved as presented.</p>	<p>Herman/Troutman All in favor</p>
<p>Operations Sub-Committee & Environmental Meeting Minutes</p>	<p>The meeting minutes from November 3rd, 2023 minutes were discussed:</p> <ul style="list-style-type: none"> • The 2024 Holiday Schedule Building Closure • The 2024 Board of Health and Operations and Environmental Meeting Dates 	<p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p>

<p>Operations Sub-Committee & Environmental Meeting Minutes</p>	<ul style="list-style-type: none"> Academic Health Agreement with Kent State University- currently on hold <p>The minutes were approved as presented.</p>	<p>No action needed</p> <p>Troutman/Lindsay All in favor</p>
<p>Second Reading and Public Hearing of Proposed Regulation 191</p>	<p>Motion to proceed to public hearing.</p> <p>Susan Buchwalter read the 2nd Reading of Proposed Regulation 191.</p> <p>“A regulation establishing 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>No public present. Vaughn Anderson, Director of Environmental Health, relayed a comment from a new mobile operator. They had wondered if it was required to come to the meeting. Vaughn explained they do have the option to attend regarding proposed fee changes and explained the process.</p> <p>Motion to close public hearing.</p> <p>Vaughn Anderson discussed rescinding Section 7 (B) Mobile Facility Review fee and have our legal team review due to the confusing wording in rule. Motion to accept with section removed. Vaughn to submit to prosecutor section 7 (B) for legal opinion.</p> <p>3rd Reading and Adoption of Proposed Regulation 191 is proposed to be December 21st, 2023. Vaughn will research if we can change to December 7, 2023.</p>	<p>Herman/Lindsay Roll Call: Brown; Herman; Lindsay; Troutman; Craemer Smith; Nelson; Shamp; Kick; Wiseman</p> <p>Wiseman/Shamp Roll Call: Brown; Herman; Lindsay; Troutman; Craemer Smith; Nelson; Shamp; Kick; Wiseman</p> <p>Craemer Smith/Kick Roll Call: Brown; Herman; Lindsay; Troutman; Craemer Smith; Nelson; Kick; Wiseman Abstains: Shamp for being food service operator</p> <p>No action needed</p>

<p>Receipts & Expenses</p>	<p>Theresa Schlauch, Director of Finance and Human Resources, presented the Financial Overview for October.</p> <p>The Approval of Bills and Expenditure Reimbursements/Interagency Transactions were approved.</p> <p>Travel and related expenses were approved.</p>	<p>Troutman/Wiseman All in favor</p> <p>Troutman/Lindsay All in favor</p>
<p>Environmental Health Update</p>	<p>Vaughn Anderson, Environmental Health Director, updated the Board.</p> <ul style="list-style-type: none"> • AG Tire Round up Event- Last event 2022 we gave \$2500 in contributions. Due to an increase in the amount of tires proposed in 2024 (20% match) Vaughn stated the farm Bureau asked if we would increase our contribution to next year's event to \$3500-\$4500. Board ask Theresa if we had funds and she confirmed. Motion made to increase to \$3500. • EH recently purchased 2 vehicles after one was totaled in an accident and will need to replace one more in the next 1-2 years. 	<p>Troutman/Wiseman All in favor</p> <p>No action needed</p>
<p>Community Health Update</p> <p>Community Health Update</p>	<p>Patty Reining, Director of Community Health, gave an update.</p> <ul style="list-style-type: none"> • COVID-19 is on the rise again. Total cases may be higher than reported as many people are self-testing and not reporting. Flu cases are also on the rise. • We have received the RSV Vaccine for adults, but not infants yet. • Travel Consults are picking back up again and Project Dawn is booming. • We took the Mobile Unit out for the first last month for Orrville Outreach and saw 20 students and gave over 50 vaccines. 	<p>No action needed</p>

	<ul style="list-style-type: none"> We are getting acclimated in our new space and everything has been going great so far. 	
WIC Update	<p>Wendy Anderson, WIC Director, gave an update.</p> <ul style="list-style-type: none"> WIC case load is currently 1100. We had 594 scheduled appointments, 71 walk-ins due to changes on WIC cards. Intake Specialist and Breastfeeding Peer, Abbie Baker-Jones is leaving WIC and she will be greatly missed. Will be hiring for an Intake Specialist, Breastfeeding Peer and Dietitian. 	No action needed
Human Resources	<p>Theresa Schlauch, Director of Finance and Human Resources, gave an update.</p> <p>Administrative Items</p> <ul style="list-style-type: none"> <u>Change</u>- Abbie Baker-Jones, Senior WIC Eligibility Specialist, \$14.00 per hour, from Full-time to Intermittent, effective November 28, 2023. <u>Resignation</u>- Carrie Meyer, Clerical Specialist, \$14.00 per hour, effective December 4, 2023. 	Brown/Troutman All in favor
Old Business	<p>Vaughn Anderson, Director of Environmental Health, gave an update.</p> <ul style="list-style-type: none"> Hunter, 525 Markley Rd.-Jennifer Donahue from the Wayne County Prosecutors Office gave an update. Proceeding with litigation. 	No action needed
Prosecutor Update	<ul style="list-style-type: none"> Garnes, 3733 W. Sterling Rd.- Prosecutors letter went out and they have until November 27th. Staff went out yesterday and no progress was seen. Staff will re-inspect. 	No action needed

Board Orders	<ul style="list-style-type: none"> Watts, 2807 Heyl Rd.- Prosecutors letter went out and they have until November 27th to repair replace aerator. Staff will re-inspect. Hofacker, 2990 S. Elyria Rd.- Prosecutors letter went out and they have until November 27th to repair replace aerator. Staff will re-inspect. Bender, 1209 S. Kansas Rd.- Asking to table until next Board of Health meeting. Aerator is there but can't install (upgrade electric in house) due to illness. Planned to install November 27-30th. 	<p>No action needed</p> <p>No action needed</p> <p>Wiseman/Troutman All in favor</p>
<p>New Business</p> <p>Septic Variance</p> <p>Falls Prevention Agreement</p>	<p>Vaughn Anderson, Director of Environmental Health, presented the following New Business:</p> <ul style="list-style-type: none"> Finney, 1676 W. Moreland Rd. Replacing septic system, needs to be 10' ft. from property line and 10' from driveways. Due to existing lot and replacement system the drive way is to be used with heavy vehicles that could crush sewer line if too close. Staff recommends approval for variance of OAC 3701-29-06 (G) (3) to have your septic tank within 10' of the property line. Holmes County Health Department Agreement – Falls Prevention currently being tabled. Agreement sent to the Prosecutor. 	<p>Troutman/Shamp All in favor</p> <p>No action needed</p>
Public Speaks	No public present.	No action needed
Future Meetings	<p>12/01/2023 Operations and Environmental Health Sub-Committee</p> <p>12/07/2023 Board of Health Meeting</p>	No action needed

Adjourn	The meeting was adjourned by consensus at 9:02 a.m.	No action needed
---------	-----------------------------------------------------	------------------

Approved by the Board of Health on this day, December 7th, 2023.



Susan Buchwalter, Ph.D.
Board of Health President



Nicholas Cascarelli, Ed.D.
Health Commissioner

