

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

September 18, 2025

Members Present: Brent Brown; Susan Buchwalter; Angie Chapman; Melissa Craemer Smith; Fred Finney; Jerry Herman; Robert Lindsay; Carol McKiernan; Amanda Nelson; Marjorie Shamp; Bob Troutman

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

Guest(s) Present: Tim Bogner, Wayne County Prosecutors Office

| TOPIC | INFORMATION | BOARD ACTION |
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| Call to Order | The meeting was called to order by Dr. Susan Buchwalter at 7:59 a.m. | No action needed |
| Board of Health Meeting Minutes | The meeting minutes from August 21, 2025 were approved as presented. | Brown/Troutman All in favor |
| Financial Requests | <ul style="list-style-type: none"> • The Financial Account Overview for August was presented and the Board acknowledges it was received. • The Approval of Bills and Interagency/Expense Reimbursement Transactions were approved. • Travel and related expenses were approved. • The Authorization to Increase Appropriations of Funds for General Fund and CD&D were approved. | <p>Brown/Shamp All in favor</p> <p>Chapman/Herman All in favor</p> <p>Craemer Smith/Finney All in favor</p> <p>Troutman/Herman All in favor</p> |

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| | <ul style="list-style-type: none"> • The Authorization to Transfer Appropriations for WIC, Covid-19 Bridge and Creating Healthy Communities were approved. • The Authorization Resolution for OWDA Contractor Invoice for John Goffinet Excavating was approved. | <p>Herman/McKiernan All in favor</p> <p>Chapman/Lindsay All in favor</p> |
| <p>Operations & Environmental Meeting Minutes</p> | <p>The meeting minutes from September 5, 2025 were discussed:</p> <p>Holiday Luncheon- It was discussed to have the buildings close at 11:30am on December 12, 2025 for the annual Holiday Luncheon and requested for a \$200 allowance for staff door prizes.</p> <p>Holiday Hours-The Commissioners have not announced their building Holiday hours yet. Nicholas Cascarelli has asked to follow the Commissioners schedule for building closures once released.</p> <p>Regulation 193-Vaughn Anderson discussed the proposed license and permit fees for 2026.</p> <p>The minutes were approved as presented.</p> | <p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>No action needed</p> <p>Nelson/Finney All in favor</p> |
| <p>Old Business Prosecutor Updates</p> | <p>Solid Waste Nuisance:</p> <ul style="list-style-type: none"> • Stahl-18575 Galehouse Rd.: Filed dismissal. Tim gave a list of known heirs if we were wanting to pursue. A motion was made to reissue board orders to listed individuals to abate nuisance for the property. Staff will re-inspect the property for an update. | <p>Craemer Smith/McKiernan All in favor</p> |

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| <p>Environmental Health Board Orders Updates</p> | <ul style="list-style-type: none"> • Perry-78 N. Millbourne Rd.: Served 9/5/25. Prosecutor will be filing for default judgment next week. <p>Septic Nuisance:</p> <ul style="list-style-type: none"> • Wilging-13270 Doylestown Rd.: Abated. • Chapline-16078 Fulton Rd.: Filed enforcement letter 9/10/25 with due date for abatement being 10/22/25. • Ingfield-3565 Egypt Rd.: Filed enforcement letter 9/10/25 with due date for abatement being 10/22/25. • Mineweaser-18047 Racine Rd.: Abated <p>Septic Nuisance Updates:</p> <ul style="list-style-type: none"> • Hatten/Rogers-11984 Cleveland Rd.: Abated • Watts-2807 Heyl Rd.: Proof of Service. Refer to Prosecutor. • Pagano-837 E. Pleasant Home Rd.: Proof of Service. Refer to Prosecutor. • Malcuit-100 S. Maple St.: Proof of Service. Refer to Prosecutor. • Jones-9504 Blough Rd.: Proof of Service. Refer to Prosecutor. • Berenyl-62 Homan Rd.: Owner applied for OWDA Grant, which was approved and currently out to bid. | <p>No action needed</p> <p>No action needed</p> <p>No action needed</p> <p>Nelson/Herman All in favor</p> <p>No action needed</p> |
| <p>New Business First Reading of Proposed Regulation 193</p> | <p>Dr. Buchwalter read the first reading of Proposed Regulation 193.</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> | |

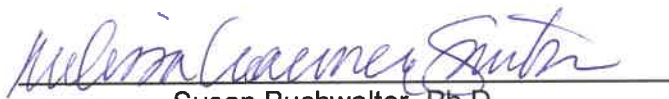
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| <p>New Business First Reading of Proposed Regulation 193</p> | <p>A Motion was made to approve the first reading of Proposed Regulation 193.</p> | <p>Troutman/Nelson Roll Call: McKiernan; Finney; Troutman; Herman; Chapman; Brown; Nelson; Lindsay; Craemer Smith Abstains: Shamp as a food service operator All else in favor</p> |
| <p>Septic Variance</p> | <p>Hershberger-1146 Barnard Rd.: Request for a variance of OAC 3701-29-12 (H) to use cast in place privy and 2- 50-gallon plastic water tight barrels for grey water treatment and of OAC 3701-29-15 (H) and (N) to use leach lines that do not meet length of contour (100' long) and are within 6" of perched water and 6" of in-situ since waste water is only grey water waste strength. Staff recommends approval.</p> | <p>Craemer Smith/Finney All in favor</p> |
| <p>Septic Nuisance</p> | <p>Rose-7128 Canaan Center Rd.: Missing aerator, Limited contact from owner. Violations of OAC 3701-29-06 and ORC 3718.011 and ORC 3718.08. Staff recommends to issue Board Orders under ORC 3718.10 and ORC 3718.99 and 3707.01.</p> <p>*It was noted Tim Bogner left the meeting at 8:26am.</p> | <p>Herman/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"> The Pop up pantry was moved this month due to the Fair. We served 105 families on Monday, September 15. We had staff from Community Health out with the mobile van, and staff from WIC to answer any questions. We had 2 volunteers from Environmental Health, Killbuck Savings Bank and the Kent State University College of Public Health also sent volunteers. The Wayne County Job and Family Services, Community Action Wayne and Holmes counties, and the Akron Autism Society were on hand to pass out | <p>No action needed</p> |

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| | <p>information. We will continue to invite other agencies to exhibit for the next few months.</p> <ul style="list-style-type: none"> • At the end of August, Nicholas Cascarelli appeared on the Woo and Wayco podcast, which is a local podcast that spotlights various members of our community. He spoke about our programs and service as well as how we are funded. • Nicholas also reviewed a HB406 which is a bill to establish the sale of raw milk direct to consumers for AOHC Public Affairs. There are obvious public health concerns with foodborne illness. If it looks like it's going to pass, AOHC will lobby to have a portion of the registration fees to go to local health departments because if there is a foodborne illness to investigate, we would be doing it. • The leadership team attended a communication skill training this past week. There was also a meeting at the end of last month on harassment for the entire staff and United Way did a talk about their fundraising efforts and their services. • Nicholas also thanked Ashley Kuehn for 10 years, Wendy Anderson for 9 years, Karen Voorhes for 4 years and Cheryl Fields for 3 years of dedicated service to the health department. | <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"> • 2025 Fair update-Vaughn reviewed the fair inspection details and estimated time and cost. No real issues were reported. Copy was given to Fair Board. • ODA Food Safety Survey & Solid Waste Survey and ODH Survey are planned for September and October. • We have applied for the OWDA Grant for 150k | <p>No action needed</p> |

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| <p>Community Health Unit Update</p> | <p>Patty Reining, Director of Community Health, gave an update.</p> <ul style="list-style-type: none"> • Nursing has been busy with clinics and have 6 more outreach clinics coming up. • There has been an increase in Lyme Disease in Wayne County and also the state currently. • There are limited Flu and Covid-19 vaccines this year coming in. • Hand Foot and Mouth disease currently is on the rise. Also LaCrosse and Zika virus. • Community Health now has 2 Lead Vacuums available to be loaned out. • Patty has been busy doing the deliverables for PHEP currently. • Community Health has been distributing Avian Flu packets to Hospitals and Doctors Office. | <p>No action needed</p> |
| <p>WIC Unit Update</p> | <p>Wendy Anderson, Director of WIC, gave an update.</p> <ul style="list-style-type: none"> • The assigned case load is 1172, and we are at 97.87% of case load with 1147 Participants. We had 567 scheduled appointments and 417 who showed, with 21 walk-ins. • WIC is closing out FY2025 and also the new Clinic hours will be starting the first week of October. | <p>No action needed</p> |
| <p>Administration Unit Update</p> | <p>Theresa Schlauch, Director of Finance and Human Resources, gave an update.</p> <ul style="list-style-type: none"> • The new Vital Statistic birth and death fee of \$27 started September 1, 2025, and staff is also still training in the new Vital Record System. There is also a new GMIS system for Grants. | <p>No action needed</p> |
| <p>Public Speaks</p> | <p>No public present.</p> | <p>No action needed</p> |

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| Future Meetings | 10/03/2025 Operations and Environmental Health Sub-Committee 10/16/2025 Board of Health Meeting | No action needed |
| Adjourn | The meeting was adjourned by consensus at 9:19 a.m. | No action needed |

Approved by the Board of Health on this day, October 16, 2025.



Susan Buchwalter, Ph.D.
Board of Health President



Nicholas Cascarelli, Ed.D.
Health Commissioner & BOH Secretary

