

WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

October 16, 2025

Members Present: Brent Brown; Angie Chapman; Melissa Craemer Smith; Fred Finney; Jerry Herman; Robert Lindsay; 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, Thomas McCarthy, Wayne County Prosecutors Office; Steve Rich; Joan Hicks

TOPIC	INFORMATION	BOARD ACTION
Call to Order	The meeting was called to order by Melissa Craemer Smith at 8:01 a.m.	No action needed
Board of Health Meeting Minutes	The meeting minutes from September 18, 2025 were approved as presented.	Troutman/Herman All in favor
Financial Requests	<ul style="list-style-type: none"> • The Financial Account Overview for September 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 Trailer, Water, Tattoo, Sewage and Food were approved. 	<p>No action needed</p> <p>Shamp/Chapman All in favor</p> <p>Brown/Lindsay All in favor</p> <p>Herman/Finney All in favor</p>

	<ul style="list-style-type: none"> • The Authorization to Transfer Appropriations were approved. • The Authorization Resolution for OWDA Contractor Invoice for Dynamerican was approved. • The Authorization Resolution for OWDA Contractor Invoice for Shetler was approved. 	<p>Chapman/Shamp All in favor</p> <p>Troutman/Lindsay All in favor</p> <p>Herman/Brown All in favor</p>
<p>Operations & Environmental Meeting Minutes</p>	<p>The meeting minutes from October 3, 2025 were discussed:</p> <p>2026 Salaries-The Committee discussed staff salaries. A motion was made for a 3.5% salary increase for 2026 to be effective for the first pay in January.</p> <p>Cybersecurity Policy and Resolution- The Cybersecurity Policy was presented.</p> <p>A motion to Adopt the Wayne County Health Department Cybersecurity Program Resolution was made.</p> <p>Solid Waste Violation- Bond. 1245 Jentes Rd: Committee recommendation to issue board orders under ORC 3701.01 for violations of Solid Waste Regulation 98R.</p> <p>The minutes were approved as presented.</p>	<p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Finney/Troutman Roll Call: Finney; Troutman; Chapman; Shamp; Lindsay; Herman; Brown All in favor</p> <p>Committee Recommendation All in favor</p> <p>Troutman/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.: Waiting of Proof of service for Board Orders. • Perry-78 N. Millbourne Rd: Court Motion was granted allowing WCHD to clean up property if not abated within 30 days of order. <p>Septic Nuisance:</p> <ul style="list-style-type: none"> • Chapline-16078 Fulton Rd.: Abated • Ingfield-3565 Egypt Rd.: Deadline for abatement was Oct. 13, 2025. Proceed with complaint filing with Prosecutor. • Watts: 2807 Heyl Rd.: Deadline is Oct. 25, 2025. • Pagano-837 E. Pleasant Home Rd: Deadline is Oct. 25, 2025 • Malcuit-100 S. Maple St.: Owner did contact WCHD and stated to staff to have a new aerator or old one repaired. Staff recommends to proceed with Prosecutor to file complaint until we can verify. • Jones-9504 Blough Rd.: Abated 	<p>No action needed</p> <p>No action needed</p> <p>No action needed</p>
<p>Environmental Health Board Orders Updates</p>	<p>Septic Nuisance:</p> <ul style="list-style-type: none"> • Rose-7128 Canaan Center Rd.: No contact with owner. Staff recommends to refer to Prosecutor under ORC 3718.10 and ORC 3718.99 for violations of OAC 3701-29-06 and ORC 3718.011 (A) (1) • Fosnick-62 Howman Dr: Abated 	<p>Troutman/Brown All in favor</p> <p>No action needed</p>


<p>New Business Public Hearing Proposed Regulation 193</p>	<p>The Second Reading of Proposed Regulation 193 was presented. A motion was made to enter into a public hearing.</p> <p>No public was in attendance regarding the Proposed Regulation 193. Staff stated no comments were submitted.</p> <p>A motion was made to leave the public hearing.</p>	<p>Herman/Troutman Roll Call: Finney; Troutman; Herman; Chapman; Brown; Lindsay Abstains: Shamp as a food service operator</p> <p>Herman/Brown Roll Call: Finney; Troutman; Herman; Chapman; Brown; Lindsay Abstains: Shamp as a food service operator</p>
<p>Second Reading of Proposed Regulation 193</p>	<p>Melissa Craemer Smith read the Second 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> <p>A Motion was made to approve the second reading of Proposed Regulation.</p> <p>*It was noted Tim Bogner and Thomas McCarthy left the meeting at 8:19 am.</p>	<p>Troutman/Chapman Roll Call: Finney; Troutman; Herman; Chapman; Brown; Lindsay Abstains: Shamp as a food service operator</p>
<p>Health Commissioner Update</p>	<p>Nicholas Cascarelli, Health Commissioner, gave an update.</p> <ul style="list-style-type: none"> We served 135 families at the Pop Up pantry on October 14th. The Wayne County Job and Family Services was on hand to give out information. The 	<p>No action needed</p>

	<p>Killbuck Savings Bank and the Wayne County Child Support Enforcement Agency sent staff to help volunteer. Fifty-three (40%) of the families were new.</p> <ul style="list-style-type: none"> • HB406 which was a bill to establish the sale of raw milk direct to consumers seems to not be moving forward. Nick was on an interested party call with the sponsor of the bill with the Farm Bureau and the Dairy Association. Both of these associations also opposed it. • He also is working on an RFP for the next strategic plan to be started by next spring. We had done this in-house the last two times. He would like to hire an outside vendor to conduct this for us. We have public Health workforce Grant money to do this. We are in the process of tracking progress on the current strategic plan. • Nick has been installed as a Board Member to the National Association of Mental Illness (NAMI) of Wayne and Holmes County. It will be for a three-year term which is renewable twice. • He is also serving as one of two Health Commissioners in the state serving on a joint ODH/AOHC taskforce to look at improving the WIC programs statewide. This includes issues over the years with grant funding utilization, staffing, clinic protocols, etc. We are currently tackling staffing issues WIC are having all over the state. • He wanted to thank Carli Gump for 11 years, Jason Murvine for 7 years and Shawnte Ellsworth for 1 year of service to the Wayne County Health Department this month. 	<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"> • The Governor had an executive order to remove intoxicating hemp from shelves. Staff is to enforce licensed facilities. Vaughn expressed a concern for time and staff resources. 	

	<ul style="list-style-type: none"> • Pool and Camp survey starting next week. • Sewage Contractor Seminar being held on November 6th. • Vaughn wanted to thank his staff for a job well done. They had 65 inspections in 2 months for all Amish privy/grey water. • There will be a new EH online system. We have been looking into different systems, as the one offered from ODH is not a great choice. 	No action needed
Community Health Unit Update	<p>Patty Reining, Director of Community Health, gave an update.</p> <ul style="list-style-type: none"> • ODH is coming in next week for the yearly audit for the CMH program. • Community Health has been busy with clinics and outreach. We have 6 outreach clinics coming up in the next 2 weeks. • This month we supplied 995 Narcan doses. • There was a child confirmed with tetanus in the Amish community this month. • There is a new system that started October 1st, 2025 for reporting Covid-19 cases. 	No action needed
WIC Unit Update	<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 99.57% of case load with 1167 Participants. We had 546 scheduled appointments and 412 who showed, with 26 walk-ins. • WIC closed out FY2025 at 99.57% caseload. • The new WIC schedule of 4 days a week has been going great. We are having every person showing for the later appointments. • New cooking classes will be starting next year for WIC participants. 	No action needed
Administration Unit Update	<p>Theresa Schlauch, Director of Finance and Human Resources, gave an update.</p>	

	<ul style="list-style-type: none"> The new Vital Statistic system for births had started in August. We are now preparing for the new death system to start. Soft launch is October 19th and we will be fully transitioned on November 19th. The health insurance rates for 2026 went up by 2% for single and 3% for family. There is a new financial system in the works for the County. We have been using GEMS for quite some time which is very outdated. The December general ledger date has been moved this year. The Board of Health December meeting has then moved to December 18th, 2025. 	No action needed
Public Speaks	A neighbor of the property at 1245 Jentes Road was in attendance today. Joan Hicks has lived next door and spoke about the property. The issues have been going on and off for years. There is an extreme smell in the neighborhood, many stray cats that the owner feeds, and trash blowing around neighborhood.	No action needed
Future Meetings	11/6/2025 Operations and Environmental Health Sub-Committee 11/20/2025 Board of Health Meeting	No action needed
Adjourn	The meeting was adjourned by consensus at 9:27 a.m.	No action needed

Approved by the Board of Health on this day, November 20, 2025.


 Susan Buchwalter, Ph.D.
 Board of Health President


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

