

## WAYNE COUNTY BOARD OF HEALTH MEETING MINUTES

March 19, 2026

**Members Present:** Susan Buchwalter; Angie Chapman; Melissa Craemer Smith; Jerry Herman; Robert Lindsay; Carol McKiernan; Amanda Nelson

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

**Guest(s) Present:** Thomas McCarty & Mike Defibaugh, Wayne County 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 of Health Meeting Minutes	The meeting minutes from February 19 <sup>th</sup> , 2026, were approved as presented.	Herman/chapman All in favor
Financial Requests	<ul style="list-style-type: none"> <li>• The Financial Account Overview for February was presented, and a motion was made to accept the February Income Statement.</li>   <li>• The Approval of Bills and Interagency/Expense Reimbursement Transactions were approved.</li>   <li>• Travel and related expenses were approved.</li>   <li>• The Authorization to Amend the Certificate of Estimated Resources for the new Farmers Market Grant was approved.</li> </ul>	<p>Buchwalter/McKiernan All in favor</p> <p>Troutman/Lindsay All in favor</p> <p>Chapman/Troutman All in favor</p> <p>McKiernan/Chapman All in favor</p>

	<ul style="list-style-type: none"> <li>• The Authorization to Transfer Appropriations was approved.</li> <li>• The Appropriation of Funds Increase was approved.</li> </ul>	<p>Troutman/Chapman All in favor</p> <p>Herman/Troutman All in favor</p>
Administration Unit Update	<p>Theresa Schlauch, Director of Finance and Human Resources, gave an update.</p> <ul style="list-style-type: none"> <li>• Theresa went over the Financial Narrative Report for February. The department remained within its approved budget, with all fund expenditure tracking as expected.</li> <li>• We received the Notice of Award for Farmers Market Promotion Program Grant.</li> <li>• The February revenue was above what was expected for Vital Statistics, with an increase of \$4,353 for February 2026 compared to last year.</li> </ul>	No action needed
Operations & Environmental Meeting Minutes	<p>The meeting minutes from March 13, 2026, were discussed:</p> <p>New Community Health Fees- Resolution #3-19-2026 B. "A Resolution establishing new fees for services in the Wayne County Combined General Health District Community Health Clinic. A motion was made to approve the new fees starting 3/19/26.</p> <p>2026 Public Entities Pool-The 2026 Public Entities Pool Contract was presented. There is a 9.2% increase this year. Theresa is looking into whether there is a way to increase the liability deductibles to help bring down the cost and will bring back to the Board at a later date.</p>	<p>Committee Recommendation/Buchwalter</p> <p><b>Roll Call:</b> Buchwalter; Troutman; Herman; Chapman; McKiernan; Nelson; Lindsay</p> <p>All in favor</p> <p>No action needed</p>

	<p>2027 Revenue (Estimated Resources) and Expense Appropriations- the 2027 Certificate of Estimated Resources and the Expense Appropriations was presented, with a 3% increase in funding. A motion was made to approve.</p> <p>All-Team Meeting Request-It was requested that the building be closed for an All-team meeting to be held April 29, 2026, from 8am-11am.</p> <p>WPCLF Resolution-Resolution 3-19-2026 A. "A resolution authorizing Nicholas Cascarelli, EdD to apply for, accept, and enter into a water pollution control loan fund agreement on behalf of the Wayne County General Combined Health District of Wayne County for the repair and replacement of home sewage treatment systems." A motion was made to approve the new contract as of 3/19/2026.</p> <p>Septic Variance:</p> <ul style="list-style-type: none"> <li>• <b>Swartzentruber-9701 W. Smithville Western Rd:</b> Staff recommends approval of a variance OAC 3701-29-12 (H) to use 2-55 gallon barrels and cast in place privy and 3701-29-15 (H) to reduce leach lines depth and length and sq ft due to grey water only. A motion was made to approve.</li> </ul> <p>Well Variance:</p> <ul style="list-style-type: none"> <li>• <b>Heritage Private School-9060 Yoder Rd:</b> The OEPA-regulated well has a trace amount of arsenic. Ohio Environmental Protection Agency investigated, and remediation attempts have had limited success. The source of arsenic is unknown. The proposed solution is installation of a hauled water storage tank for potable drinking water under our jurisdiction (previously approved in similar cases). The best location for maintenance and filling is at the front of the property; however, this location requires a variance because it would be: <ul style="list-style-type: none"> <li>○ Within 5 feet of the parking lot</li> <li>○ Within 10 feet of the property line</li> </ul> </li> </ul>	<p>Committee Recommendation All in favor</p> <p>Committee Recommendation All in favor</p> <p>Committee Recommendation/Nelson <b>Roll Call:</b> Buchwalter; Troutman; Herman; Chapman; McKiernan; Nelson; Lindsay All in favor</p> <p>Committee Recommendation All in favor</p>
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	<p>The rear of the property contains the septic system and a baseball field and is difficult to access with a water hauling truck. Due to the arsenic issue and the importance of ease of maintenance and access, staff recommends approval with the condition that signage be posted stating:  <b>“Hauled Water Storage Tank – Potable Water Only.”</b></p> <p>Staff Recommends approval of variance OAC 3701-28-07 (H) for driveway/parking lot and (J) Row 1 for property line. Board inquired on the security of the tanks and owner agreed to keep the lids locked. Vaughn verified.</p> <p>Failed Operational Inspection. Violation OAC 3701-29-06(E) and OAC 3701-29-23 and ORC 3718.011:</p> <ul style="list-style-type: none"> <li>• <b>Visocky-9981 Snoddy Rd:</b> Abated at the time of Board meeting.</li> <li>• <b>W. Liberty Property Management LLC-52-59 N. Apple Creek Rd:</b> Abated at the time of Board meeting.</li> </ul> <p>The minutes were approved as presented.</p>	<p>Committee Recommendation All in favor</p> <p>No action needed</p> <p>No action needed</p> <p>Troutman/McKiernan All in favor</p>
<p>Old Business Prosecutor Updates</p>	<p>Solid Waste Nuisances:</p> <ul style="list-style-type: none"> <li>• Perry- 78 N. Millborne Rd: The estimate to clean up property is \$3500. A motion was made to approve the contractor’s estimate, not to exceed \$4500.</li> <li>• Stahl- 18575 Galehouse Rd: The estimate to clean up property is \$9k. A motion was made to approve the contractor’s estimate, not to exceed 10k.</li> <li>• Bond- 1245 Jentes Rd: Owner was served yesterday, and she has 28 days to respond. The next step will be filing for default judgement.</li> </ul>	<p>McKiernan/Lindsay All in favor</p> <p>Buchwalter/Nelson All in favor</p> <p>No action needed</p>

	*It was noted Tom McCarty and Mike Defibaugh left the meeting at 8:37 am.	
New Business Unlicensed FSO/RFE	<ul style="list-style-type: none"> <li>All Licenses paid and up to date.</li> </ul>	No action needed
Septic Medical Variance	<ul style="list-style-type: none"> <li>Medical Variance. Curtis-7617 Apple Creek Rd: Tabling until next meeting and returning to staff level. Not enough information was provided to perform inspection to determine variance.</li> </ul>	No action needed
Administrative Items	<p>Personnel:</p> <ul style="list-style-type: none"> <li>Resignation- Taylor Ewing, Dietitian, \$24.74/hr, PRN, effective February 23, 2026.</li> </ul>	Chapman/McKiernan All in favor
Health Commissioner Update	<p>Nicholas Cascarelli, Health Commissioner, gave an update.</p> <ul style="list-style-type: none"> <li>We served 136 families at the Pop-Up pantry on March 10th. We had 15 community volunteers and two staff including Nick. Thank you to Betsy Miller RN for helping. Additional staff from the Akron-Canton Regional Foodbank were on hand to discuss food delivery to residents with transportation challenges. We need to do more research before we commit.</li> <li>We convened the annual meeting of the District Health Advisory Council, on March 2, 2026, at 8am. We just made quorum. Congratulations to Bob Troutman for being selected for another 5-year term. The City of Wooster also reappointed Dr. Buchwalter for another 3-year term.</li> <li>We received a USDA grant for \$100,000 a year for two years to work with the Orrville Farmers Market to do some marketing for their Farmers Market. The grant will also cover some of our staff time and pay for the market masters' time working on running the Farmers Market. This is an extension</li> </ul>	No action needed

	<p>of the work we did with Orrville last year as part of the Creating Health Communities grant.</p> <ul style="list-style-type: none"> <li>• Vaughn Anderson and Steve Rich are celebrating 15 years with the Wayne County Health Department. Michelle Kuehn also is celebrating 7 years with us.</li> <li>• We will be starting our strategic planning work in earnest next month. The vendor will do a brief intro to the process we will be using at next month's Board Meeting. She will do some group work with the entire team at our next all team meeting at the end of April and will be meeting with core strategic planning group that consists of 6 leadership team and 6 members of staff.</li> <li>• We have convened both the last half of the Child Fatality Review Board and the Overdose Fatality Review Board. For both of these, deaths were up in 2025 compared to 2024. Child deaths 23 were reviewed, 4 were preventable. For Overdose deaths 14 of 15 for 2025 were reviewed 10 of these deaths were women and 6 had methamphetamine in their system.</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>• Vaughn did a presentation at the Stark County Board of Realtors.</li> <li>• City of Wooster Dumpster- Information was being provided to all facilities regarding responsibilities for a shared dumpster to prevent public health issues.</li> </ul>	<p>No action needed</p>
<p>Community Health Unit Update</p>	<p>Patty Reining, Director of Community Health gave an update.</p> <ul style="list-style-type: none"> <li>• The Get Vaccinated Grant was submitted.</li> <li>• Mobile outreach STI clinics have started, and there was a great turnout at the Homeward Bound facility.</li> <li>• Outreach has been impacted by the recent bad weather, resulting in lower turnout.</li> </ul>	<p>No action needed</p>

	<ul style="list-style-type: none"> <li>Vaccine numbers are down currently. We think partly about the recent bad weather but also there is an increase in school exemptions. Melissa, Community Health Nurse, is looking at school records to make sure they are up to date.</li> <li>Safe Communities has been busy and will be attending 3 different Prom events coming up.</li> </ul>	No action needed
WIC Unit Update	<p>Wendy Anderson, Director of WIC, gave an update.</p> <ul style="list-style-type: none"> <li>The assigned case load is 1090, and we are at 102.29% of case load with 1115 Participants. We had 495 scheduled appointments and 389 showed, with 14 walk-ins.</li> <li>WIC is looking to partner with the Family Children First Council for a postpartum mental health group.</li> <li>Wendy spoke on the high breastfeeding rates for the state that Wayne County has and congratulated her team on a job well done.</li> </ul>	No action needed
Public Speaks	No public present.	No action needed
Future Meetings	<p>04/03/2026 Operations and Environmental Health Sub-Committee</p> <p>04/16/2026 Board of Health Meeting</p>	No action needed
Adjourn	The meeting was adjourned by consensus at 9:05 a.m.	McKiernan/Troutman All in favor

Approved by the Board of Health on this day, April 16, 2026.

  
 Melissa Graemer Smith  
 Board of Health President

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

