



**Jefferson County Board of Health Meeting Agenda:  
Friday, January 8, 2016 @10:00am  
County Commission Meeting Room –  
Basement of Charles Town Library**

**Call to Order:**

- Review of Agenda

**Public Comment:**

**Old Business:**

- Strategic Planning – Discussion/Action (Bresland, Didden)
- Former JCHD employee, Murphy Pratt, severance dispute. Possible executive session – (Lehman)
- Adopting Roberts Revised Rules of Orders – Discussion/Action (Trumble)
- Safe disposal of household sharps – Discussion/Action (Didden)
- Purchasing card manual and procurement policy – Discussion/Action (Freeman)

**New Business:**

- Approval of December meeting minutes – Discussion/Action
- Approval of Payment of Bills and Financial Reports – Discussion/Action
- Background checks for all new employees- Discussion (Lehman)
- Presentation to County Commission regarding funding for health department - Discussion/Action (Trumble)
- Moving Forward De-Stress Clinic funding- Discussion/Action (Gilbertson/Didden)
- Final Report of the West Virginia Public Health Impact Task Force (Didden)
- Health Officer Activity Report – Discussion/Action (Didden)
- Environmental Activity Report – Discussion/Action (Zaleski)
- Medical Activity Report – Discussion/Action (Nursing staff)

*Agenda is subject to change without notice. This means that the items may be discussed in a different order in which they are listed here. No items may be added to the agenda.*

**s/Thomas L. Trumble  
Chair**

**Board of Health Members:**

Tom Trumble, Chair

**Term Expires:**

06/30/16

Lorena Nathan, Vice-Chair  
Willis Nowell  
Robert Shefner  
John Bresland  
Eric Bell, County Commissioner

06/30/19  
06/30/18  
06/30/17  
06/30/20  
Ex. Officio

Submit agenda items to Kaitlin Lacey, Office Assistant, seven working days prior to the Board Meeting. She may be reached at:

**Jefferson County Health Department**

1948 Wiltshire Rd

Suite 1

Kearneysville, WV 25430

Phone: 304-728-8416

Fax: 304-728-3319

**This meeting was noticed as follows:**

- **Public Notice locations: Courthouse and Public Services Building.**
- **Individual notice: A good-faith effort will be made to contact individuals who are placed agenda, either by name or by position, at the time that the agenda is posted publicly.**
- **Online at [www.jchealthdept.org](http://www.jchealthdept.org)**