



**Jefferson County Board of Health
Minutes: June 14, 2016 @ 1:00pm**

Board Members Present: Bob Shefner (Interim Chair), Lorena Nathan (Vice-Chair), Tom Trumble (Member), John Bresland (Member)

Board Members Absent: Willis Nowell (Member), Walter Pellish (County Commissioner- Ex. Officio)

Also Present: Dr. David Didden (Health Officer), Lydia Lehman (Assistant County Prosecuting Attorney), Marty Freeman (Financial Analyst), Bill Zaleski (Sanitarian Supervisor)

Call to Order:

The meeting was called to order at 1:01pm by Chairman Shefner. A moment of silence was observed for the loss of lives in the Orlando shooting. The Board presented Mr. Trumble with a plaque to thank him for his years of hard work and dedication. The agenda for today's meeting was changed in order to allow for items requiring a vote to occur first.

Public Comment:

No public comments were made.

Old Business:

2017 Strategic Plan – Discussion/Action:

This item was tabled until the next meeting.

New Business:

2017 Program Plan Draft:

Ms. Freeman presented the Program Plan for 2017 including the health department budget. Mr. Shefner moved to approve the fiscal year 2017 budget. Motion was seconded and carried unanimously. Mr. Trumble moved to approve the program plan. Motion was seconded and carried unanimously.

Social Media Strategy and Policy:

Dr. Didden presented the West Virginia Office of Technology's social media policy, and requested the Board's support to pursue a social media consultant to develop JCHD's social media strategy. Approved by unanimous consent.

Agency Activity Report:

Physician –

- Zika virus planning update – so far only travel-acquired cases in the US. Keeping public informed about mosquito bite prevention.

- Checked with BRIM, legal representation for board excludes criminal charges, civil is covered
- Collaborating with community partners to train Ranson first responders to administer Narcan to overdosing patients, and to develop sharps disposal and needle exchange program
- Outreach - potential table at African American Heritage Festival on August 20th

Environmental –

- Rabies investigation of a bat brought to the health department tested negative
- Conducting risk-based assessments on food establishments has reduced food service complaints by 50%
- Mayor Vaughn of Harpers Ferry called to thank Mr. Zaleski for his hard work
- Improving compliance on food handlers cards, numbers keep going up
- Rabies vaccination clinic on June 11 had the largest turnout ever

Clinical –

- Increasing reports of lyme disease (typical this time of year)

Approval of May 13, 2016 regular meeting minutes and May 25, 2016 special meeting minutes:

Minutes were approved by unanimous consent.

Approval of Payment of Bills and Financial Reports:

The Board received the financial reports and accepted them as presented.

Permanent Part-Time Health Administrator:

The Division of Personnel reduced the original pool of 18 applicants to eight who met the qualifications; only three of which were interested in part-time employment. Dr. Didden conducted interviews and determined that one of these candidates lacked the necessary supervisory experience and another had little experience in public health. Mr. Trumble moved to appoint Mrs. Marty Freeman as Health Administrator. Motion was seconded and carried unanimously.

Adjournment:

Meeting adjourned at 2:52pm.

Board of Health Members:

Robert Shefner, Interim Chair
 Lorena Nathan, Vice-Chair
 Tom Trumble, Member
 Willis Nowell, Member
 John Bresland, Member
 Walter Pellish, County Commission Liaison

Term Expires:

06/30/17
 06/30/19
 06/30/16
 06/30/18
 06/30/20
 Ex. Officio

**This meeting was noticed as follows:
 Public Notice locations: Courthouse and Public Services Building,
 online at www.jchealthdept.org**