



**Jefferson County Board of Health
Minutes: September 9, 2016 @10:00am**

Board Members Present: Bob Shefner (Chair), Willis Nowell, John Bresland, Carmela Cesare

Board Members Absent: Lorena Nathan (Vice-Chair), Walter Pellish (County Commissioner- Ex. Officio)

Also Present: Lydia Lehman (Assistant County Prosecuting Attorney), Marty Freeman (Health Administrator), Dr. David Didden (Health Officer), Julie Bauserman (Head Nurse), Bill Zaleski (Sanitarian Supervisor)

Call to Order:

The meeting was called to order at 10:02am by Chairman Shefner. The agenda for today's meeting was presented and accepted.

Public Comment:

No public comments were made.

Old Business:

The following items were tabled:

- Updating the County Commission – Discussion/Action (Nathan)
- Minority Outreach – Discussion/Action (Nathan)
- Follow-up on WV InRoads – Discussion/Action (Nathan)

New Business:

Environmental Activity Report – Discussion/Action (Zaleski):

- 16 after-hours calls
- New laws regulating tanning salons, JCHD will be involved with preventing underage tanning
- Asbury Church is opening daycares in Charles Town and Shepherdstown
- Extensive work with fire marshal on new openings; on-site meetings with business owners
- Residential housing farm exemption, different regulations for camping versus permanent residences
- Looking into possibility of placing sharps disposal containers in public restrooms, possibly work with Apple Valley Waste

Medical Activity Report – Discussion/Action (Bauserman):

- Busy with back-to-school shots but haven't seen a large influx of students unable to attend school like in past years
- Scored 100% on state's site visit

- Flu shot walk-ins are now being offered on Mondays, Tuesdays, and Fridays
- Working with Valley College extern program – med tech students will work with us for 180 hours, or 30 hours a week for 6 weeks. First one starts next week and can give shots, draw blood, take vitals, and enter electronic health records.
- Giving free flu shots at Ranson, North Jefferson, and Blue Ridge Elementary Schools
- May want to consider budgeting for new computers or updating server

Physician Director Activity Report – Discussion/Action (Didden):

- Currently 11 travel-associated Zika cases in West Virginia
- Hep A outbreak mostly in Virginia (89 cases) linked to frozen strawberries used in smoothies at Tropical Smoothie Café. There are 3-5 cases in West Virginia, number could still go up because it takes 15-55 days for symptoms to appear.
- Harm reduction, reducing number of new opioid prescriptions. City of Ranson is still interested in partnering with us along with Apple Valley Waste – possible mobile unit for sharps disposal/needle exchange.
- Day report center - met with Dr. John Aldis and will collaborate to provide training to Day Report Center clients for naloxone administration. Do health assessments on select clients and provide naltrexone injections.
- Mr. Bresland remarked that County Commissioner Dale Manuel requested he look into the possibility of offering a dental clinic for senior citizens.
- Ms. Cesare got suggestions from community members at the county fair about offering flu shots or food handlers cards next year. Ms. Bauserman suggested back-to-school shots might be better than flu shots due to time of year.

Threat Preparedness Activity Report – Discussion/Action:

- Dr. Didden attended Emergency Operations Center meeting
- Full-scale exercise on 9/17/16
- Ms. Freeman gathered details about the Threat Prep grant
- Threat Preparedness work session on Tuesday

Funding for social media outreach and website redesign – Discussion/Action (Didden):

Contracted with Melanie Miller to improve, feels website has outdated technology. Russell Burgess, IT Support Specialist for the Jefferson County Commission, evaluated proposals from two firms and recommended Vinebuzz. JCHD can get hosting for an annual fee approximately the same as the current monthly fee with DHWeb. The new site would interface with Google and Facebook and allow staff to make changes directly.

Possible changes to the Board of Health meeting schedule – Discussion/Action (Shefner):

Mr. Shefner suggested scheduling a second meeting each month to be used only if needed. Ms. Cesare agreed as long as every board member can attend. Ms. Lehman recommended checking the conference room schedule.

Approval of Payment of Bills and Financial Reports – Discussion/Action:

The board received the financial reports and accepted them as corrected.

Approval of funding for approved promotions:

Ms. Freeman presented budget changes regarding proposed pay increases for recently promoted staff totaling \$11,747.18 per year. At 11:46am Mr. Bresland moved to enter executive session. Executive session ended at 11:52am. Mr. Shefner moved to approve the funding for said promotions. Motion was seconded and carried unanimously.

Approval of August 12, 2016 meeting minutes – Discussion/Action:

The minutes were approved as corrected by unanimous consent.

Adjournment:

At 11:58 Mr. Bresland moved to adjourn. Motion was seconded and carried unanimously.

Board of Health Members:

Robert Shefner, Chair
Lorena Nathan, Vice-Chair
Willis Nowell, Member
John Bresland, Member
Carmela Cesare, Member
Walter Pellish, County Commission Liaison

Term Expires:

06/30/2017
06/30/2019
06/30/2018
06/30/2020
06/30/2021
Ex. Officio

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