



**Jefferson County Board of Health
Minutes: October 14, 2016 @10:00am**

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

Board Members Absent: Willis Nowell, Carmela Cesare, Walt Pellish (County Commissioner- Ex. Officio)

Also Present: Lydia Lehman (Assistant County Prosecuting Attorney), Marty Freeman (Health Administrator), Dr. David Didden (Health Officer), Katherine Roy (Sanitarian), Nicole Love (Sanitarian), Peter Onoszko (County Commissioner)

Call to Order:

The meeting was called to order at 10:05am by Chairman Shefner. The agenda for today's meeting was presented and accepted.

Public Comment:

Regional Tobacco Prevention Specialist Kris Kimble updated the Board on her activities at Shepherd University, Jefferson County Council on Aging, and local public schools. The Great American Smokeout is coming up on November 17. The percentage of teen and young adult smokers has dropped in the past few years but there has been an increase in the use of smokeless tobacco.

Old Business:

Updating the County Commission:

Ms. Nathan would like to update the County Commission on JCHD's progress and mission. Commissioner Peter Onoszko introduced himself and explained his goal of attending a meeting of all 22 boards and committees in Jefferson County. Board members discussed the benefits of making a presentation to the County Commission as soon as possible versus waiting until newly elected commissioners take office January 2017. Ms. Freeman recalled delivering a monthly written report to the County Commission when she worked for Jefferson County Emergency Services Agency, and said she could easily do the same now. The Board agreed to begin providing monthly written reports immediately and will schedule a special meeting to discuss a presentation to the County Commission after the new year.

Minority Outreach:

A Health Fair sponsored by the Mexican Consulate will be held at Asbury United Methodist Church on Saturday October 22. Ms. Nathan requested that JCHD provide flu shots at this event. Dr. Didden responded that JCHD regrettably does not have the resources for additional staff outreach at this time but would be happy to provide brochures and other materials.

Follow-up on WV InRoads:

In 2015 Ms. Nathan requested that JCHD set up to enroll patients in Medicaid and other state programs online through West Virginia Inroads. Progress halted after Ms. Jackson's departure, but staff is now looking through older computers slated for recycling to find one suitable to be set up as a kiosk in the waiting room.

New Business:

Agency Activity Report:

- Administrator
 - Attended Administrator training with the Center for Local Health in Charleston.
 - Now have 1.2 mil in bank, enough to last until May 2019 with state-required reserve.
 - Met with Regional Threat Preparedness Coordinator A.Jay Root; JCHD will need a dedicated person for Threat Preparedness but can hire part-time rather than full-time. Judy Pittinger, a former social worker now training EMTs in Jefferson County has expressed interest and has the community and business connections we need. The Threat Preparedness Grant covers up to \$75,000 for personnel. Ms. Nathan moved to approve a \$22,000 contract for 1000 hours. Motion was seconded and carried unanimously.
- Physician
 - Full Scale Exercise at Emergency Operations Center, anthrax scenario with mass prophylaxis distribution. Participants were given free flu shots.
 - Flu outreach events – keep “herd immunity” in mind
 - Valley College externship program is going well, Dr. Didden gave a talk at the Martinsburg campus
 - Narcan training on 10/27 at Jefferson County Community Ministries
 - Meeting with Apple Valley Waste to discuss offering needle disposal/syringe exchange.
 - Met with public defender regarding harm reduction services
- Medical
 - Disease investigations: measles, hand foot and mouth disease, tuberculosis
 - Nurses arranged to get daily medication to a patient without transportation
- Environmental
 - Katherine Roy is now a Registered Environmental Health Sanitarian

Approval of September meeting minutes:

The minutes of the September 9, 2016 and September 13, 2016 meetings were approved by unanimous consent.

Approval of Payment of Bills and Financial Reports:

The Board received the Financial Reports and accepted them as presented.

Hiring Part-Time Employee for Threat Preparedness Coordinator:

This item was covered under the Health Administrator's report.

Health Fair at Mexican Consulate:

This item was covered under Minority Outreach.

Adjournment:

Meeting adjourned at 11:28am.

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.**
- **Individual notice: A good-faith effort will be made to contact individuals who are placed on the agenda, either by name or by position, at the time that the agenda is posted publicly.**
- **Online at www.jchealthdept.org**