



**Jefferson County Board of Health
Minutes: January 8, 2016 @ 10:00am**

Present: Thomas Trumble (Chair), Lorena Nathan (Vice-Chair), Bob Shefner (Member), Willis Nowell (Member), John Bresland (Member), Dr. David Didden (Physician Director/ Health Officer), Lydia Lehman (Assistant County Prosecuting Attorney)

Absent: none

Call to Order:

The meeting was called to order at 10:07am by Chairman Trumble. The following agenda items were tabled in order to allow more time to focus on the presentation to the County Commission:

- Safe disposal of household sharps – Discussion/Action (Didden)
- Purchasing card manual and procurement policy – Discussion/Action (Freeman)
- Background checks for all new employees – Discussion (Lehman)
- Moving Forward De-Stress Clinic funding – Discussion/Action (Gilbertson/Didden)
- Final Report of the West Virginia Public Health Impact Task Force (Didden)

There were no objections to these changes.

Public Comment:

No public comments were made.

Old Business:

Strategic Planning – Discussion/Action (Bresland, Didden):

Possible facilitators have been narrowed down to two candidates, will be discussed further at the February meeting.

Former JCHD employee, Murphy Pratt, severance dispute. Possible executive session – (Lehman):

At 10:11 Ms. Nathan moved to enter executive session. Motion seconded and carried unanimously. At 10:17am Mr. Shefner moved to end executive session, motion seconded and carried unanimously. Mr. Shefner moved to finalize the employment settlement per legal counsel. Motion seconded and carried unanimously.

New Business:

Approval of December meeting minutes:

Mrs. Nathan moved to approve the minutes from the December meeting. Motion seconded and carried unanimously.

Approval of Payment of Bills and Financial Reports:

Mr. Shefner moved to accept the financial reports as presented. Motion seconded and carried unanimously.

Presentation to County Commission regarding funding for health department – Discussion/Action:

Members reviewed a slideshow presentation for the upcoming County Commission meeting. The slideshow details the increased workloads of the Clinical and Environmental Offices and shows improved efficiency and reduced expenditures. The board plans to request funding from the County Commission; JCHD is the only health department in West Virginia that receives no funding from its County Commission.

Health Officer Activity Report:

- Collaboration with Day Report Center and School Board to offer a modified version of the Moving Forward program to at-risk 5th grade students.

Environmental Activity Report:

- The new streamlined food handlers’ card process has generated positive feedback from clients and restaurant owners. Processed 138 food cards in December, a 10% increase compared to last year.
- All sanitarians have the 15+ Continuing Education Credits necessary for annual recertification.
- Information requests: 24

Medical Activity Report:

- Highlighted nurse Spring Stillions’ efforts in finding resources for a patient who was recently diagnosed with advanced-stage breast cancer.
- Looking into possibility of cancer fundraiser at JCHD.

Adjournment:

At 11:55am Mrs. Nathan made a motion to adjourn, seconded by Mr. Bresland. Motion carried unanimously.

Board of Health Members:

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

Term Expires:

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

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