



**Jefferson County Board of Health
Minutes: February 9, 2018 10:00am**

Board Members Present: John Bresland (Chair), Carmela Cesare (Vice-Chair), Lorena Nathan, Ann Smith, Damien Hinck

Board Members Absent: Caleb Hudson

Also Present: Marty Freeman (Health Administrator), Dr. David Didden (Health Officer), Michelle Phillipson (Sanitarian), Danielle Phillipson (Office Assistant), Kaitlin Lacey (Office Assistant), Jeff Levesque (Recovery Coach Academy), Bob Shefner (Jefferson County Community Ministries), A. Tony Young (Community Education Group)

Call to Order:

The meeting was called to order at 10:01am by Chairman Bresland. The agenda was presented, and Recovery Coach Academy Request for Funding and Update on Current Audit were moved forward. There were no objections to these changes.

Public Comment:

Don Orser said that he'd heard rumors related to the agenda item concerning the head sanitarian position. Bill Zaleski's knowledge and expertise is critical to the county and it would be a mistake to let him go. Mr. Orser said he took the sanitarian exam years ago, and expressed concern the health department will be unable to find a replacement.

Tom Garrison said that Bill Zaleski is a problem solver, and think it's a very sad thing that he is leaving. He will be very difficult to replace as his job encompasses much more than most people think. A part-time replacement would create a huge log-jam of projects waiting to be done.

Todd Secatello said that not one sanitarian goes above and beyond like Bill Zaleski. He regularly does inspections outside of normal business hours. He'll be really missed in Jefferson County.

Mary Ellen Mahoney said she doesn't know how Bill does all the jobs he has to do, while staying so calm and patient. JCHD will never find anybody come close to him and businesses will hurt in county.

David Lutman said Berkeley County has three sanitarians and now Jefferson won't even have one, and that he thinks it's incompetent and ridiculous. He heard rumors there was a 10% pay raise authorized last week that was taken away. Wants board to think about what this does to economic development of our community.

Larry Dunn said he has been in business for 47 years and worked with different health department employees from John Cooper to Randy DeHaven – Bill has been the best to work with. Thinks if there's any way to get Bill to stay if should be done.

Mr. Bresland explained that any discussion about personnel issues is typically done in executive session, during which members of the public will have to step outside the meeting room. Additional public comment will be allowed if requested.

New Business:

Recovery Coach Academy Request for Funding:

Jeff Levesque, instructor for Recovery Coach Academy, reported that their first course was just completed. Additional courses would provide opportunities for peers to give and receive help. Dr. Didden presented a budget outline put together by one of the recovery coach trainers asking for a one-time scholarship of \$4500 to help fund recovery coach academy. The funds would be used to purchase textbooks for the course, and to start a pool of recovery coaches who could volunteer at the JCHD and Recovery Resource Center. Bob Shefner of Jefferson County Community Ministries spoke in support of the proposal, emphasizing the importance of availability and accessibility; recently, a JCCM client was able to speak to a recovery coach at the moment she felt most ready to get help. Ms. Cesare questioned whether the funding would come from the 2018 Harm Reduction budget. Dr. Didden explained that the original budget didn't include new harm reduction revenue from the state or billing Medicaid for clinical services naltrexone program. Mrs. Freeman added this would come out of the deficit, but the projections are unlikely to change. Ms. Nathan moved to approve the funding request as presented. Motion seconded and carried unanimously.

Old Business:

Employee Health Insurance Reimbursement:

After consulting with the Division of Personnel there is no precedent of allowing a pay adjustment for opting out of PEIA health insurance. This would require approval from the state board of personnel, a lengthy process with uncertain outcome. Mrs. Freeman recommended not adopting an opt-out policy. Ms. Cesare moved to withdraw the proposal. Motion was seconded and carried unanimously.

Status of Holler Grant Application:

Dr. Didden introduced A. Tony Young, Executive Director of Community Education Group in Washington DC and Baker WV, and partner in recent grant application. Ms. Grant spoke about the Holler Grant, saying it is the start of what is needed in this county. Jefferson County is unique in that it is part of DC's Eligible Metropolitan Area for Ryan White Program for HIV. Ms. Young believes Jefferson County has not gotten its fair share of resources. Of the 55 counties in West Virginia, CDC has identified 28 at high risk for Hep C outbreaks due to injection drug use. Grant would allow Jefferson County to develop and implement programs to work with individuals in recovery to screen for HIV and hepatitis and link patients directly to care.

New Business:

Update on Current Audit:

Bryan Bowman of Ferrari and Associates joined the meeting by telephone and reported that the fiscal year 2017 audit had no findings. Mr. Bresland questioned the total liability increase mentioned in the audit report. Mr. Bowman explained how the total liability is calculated and that it mostly taken up by retirement benefits and OPEB. Mrs. Freeman clarified that this number is provided by the state. The Board accepted the draft of the audit as presented.

Old Business:

Meeting with County Commissioners:

Dr. Didden and Mr. Bresland will meet with County Commission President Josh Compton on Tuesday February 13 at 2:30 to discuss the budget request to fund flu vaccine clinics and injectable naltrexone program. Budget presentation is scheduled for February 16.

New Business:

Agency Activity Reports:

- Health Administrator
 - Finances – no significant change in projections. Once grant is approved will see a reduction in deficit.
 - Staff 1% pay raises processed except for those hired too recently to have had a performance evaluation.
- Health Officer
 - Widespread flu (H3N2 strain) – 53 pediatric deaths in US since October
 - One America WV organization seeking program coordinator
 - Harm Reduction Grant Dr. Caroline McLeod and Dr. Didden setting up outreach opportunities in Blue Ridge, Charles Town/Ranson, and Fox Glen. Services provided at health department are not being utilized as much as we hoped so we are looking for community feedback.
 - WVPH Advisory Council will hold a presentation on the effects of adverse childhood experiences on overall health
- Threat Prep
 - Go-bag supplies ordered, replaced expired drinking water
 - Reviewed emergency plan of local nursing home that does not wish to sign an MOU to become a closed POD (point of dispensing) in event of an outbreak
- Environmental
 - Michelle Phillipson finished training at end of January
 - Danielle Phillipson has been invoicing food establishments and collecting late fees
 - 2 facility openings, 4 closings (voluntary)
 - 2 major water leaks handled by Bill Zaleski
 - Jefferson County permitting requirements sometimes differ from state, Bill's expertise is extremely valuable
- Medical
 - Schools outbreak event triggered by attendance levels dropping below threshold – JCHD staff coordinated with school nurses and regional epidemiologist
 - Vaccines for Children program recognized JCHD with Champion Award

Discussion of Head Sanitarian Position:

Dr. Didden reported that JCHD received a request for employment reference for our Head Sanitarian, who confirmed that he has accepted a position with a different agency. His last day will be February 17. Mr. Hinck moved to enter executive session. Seconded and carried unanimously.

Mr. Bresland thanked the members of the public for their patience and said the Board shares their concerns and wants to make sure nothing will slow down their work. Bill Zaleski is leaving voluntarily and has accepted the job at another state agency. The Board has known about this for a relatively short period of time and would like to form a subcommittee to meet with Mr. Zaleski and see what can be done. Ms. Smith moved to form a subcommittee to meet with Bill as soon as possible. Motion was seconded and passed 4-5.

Mr. Bresland asked if there was any further public comment. Mark Kable said he hoped the Board did their best to keep Bill and said that it will take two people to replace him, especially how quickly he processed permits.

Change of Date for March Board of Health Meeting:

The March regular meeting was rescheduled from 3/9/2018 to 3/2/2018 by unanimous consent.

Approval of January 19, 2018 Meeting Minutes:

The meetings of the January 19, 2018 regular board of health meeting were approved by unanimous consent

Adjournment:

Meeting adjourned at 12:05pm.

Board of Health Members:

John Bresland, Chair
Carmela Cesare, Vice-Chair
Lorena Nathan, Member
Ann Smith, Member
Damien Hinck, Member
Caleb Hudson, County Commission Liaison

Term Expires:

06/30/2020
06/30/2021
06/30/2019
06/30/2018
06/30/2022
Ex. Officio

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