Jefferson County Board of Health
Minutes: September 7, 2018 10:00am

Board Members Present: John Bresland (Chair), Carmela Cesare (Vice-Chair), Ann Smith, Damien Hinck, Caleb Hudson (County Commissioner)

Board Members Absent: Lorena Nathan

Also Present: Dr. David Didden (Health Officer), Bob Custard (Sanitarian Supervisor), Wendi Ballou (Office Assistant), Kaitlin Lacey (Office Assistant)

Call to Order:
The meeting was called to order at 10:00am by Chairman Bresland. The agenda for today’s meeting was presented and accepted.

Public Comment:
No public comments were made.

Old Business:
SAMHSA Grant Update:
Dr. Didden reported JCHD did not receive the grant funding, but we still consider it effort well spent.

New Business:
Activity Reports:
Administrator
• Worked with Jefferson County Emergency Services Agency to vaccinate first responders against Hepatitis A
• Continue Fiscal Year 2018 closeout and audit preparations
• Documenting administrative duties
• Personnel actions including raises and advertising positions for RN/LPN and Environmental OA

Health Officer
• Received $25K grant funding for Harm Reduction to help develop Exchange Union
• Rockwool – considered holding a community forum due to public interest but decided against it as JCHD was not involved in permitting process
• Harm reduction clinic still running, want to clarify that the naltrexone injections we offer are an opioid blocker, not an opioid replacement
• Foodborne illness updates:
  o McDonald’s Fresh Express Salad (Cyclosporiasis)
  o Hy-Vee Spring Pasta Salad, Kellogg’s Honey Smacks (Salmonella)
Venezuelan crab meat (*Vibrio*)

**Babies in the Workplace:**
Ms. Smith moved to enter executive session; motion was seconded and passed unanimously. Executive session lasted from 10:24-10:57am. Ms. Cesare moved to table any decision with regards to the policy about bringing children into the workplace until it can be reviewed by the county attorney and county administrative with a view towards determining whether or not the county and/or the health department is exposed to any liability by this policy. Motion was seconded and passed unanimously.

**Activity Reports:**

**Environmental**
- Sanitarians have completed 2 out of 5 weeks of training
- Begun inspecting county’s 33 manufactured home communities
- Contacting food establishments who still have not paid annual permit fee

**Medical**
- Busy with back-to-school immunizations
- Walk-in clinic saw 82 patients – working to increase available appointments before start of next school year to avoid needing to take walk-ins

**Threat Prep**
- Attended Medical Countermeasure Readiness Summit
- Attended Regional Healthcare Coalition Meeting and EPHRT Meeting
- Completed EOY PHEP Progress Survey with Marty

**Approval of July 2018 and August 2018 Financial Reports:**
The Board received the financial reports and accepted them as presented.

**Approval of meeting minutes:**
The minutes of the August 3, 2018 regular meeting minutes were approved by unanimous consent.

**Adjournment:**
Meeting adjourned at 11:25am.

Respectfully submitted,

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David Didden, Health Officer
Jefferson County Health Department, WV  
Monthly Activity Report  
for the Board of Health  

August, 2018 Activities

<table>
<thead>
<tr>
<th>Services Unit/Program</th>
<th>Activities</th>
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| Administration-Health Administrator | • Working with JCESA to distribute HEP A vaccine to first responders.  
• Continued to close out FY 18 and prepare documents for submission to JC Kunkle for preparation of the financial reports.  
• Continued setting up accounting for new fiscal year.  
• Processed numerous personnel actions for new hires and the board approved pay raises.  
• Began the process of document the position. |
| Administration-Health Officer | • Grant funding  
• Rockwool  
• Harm reduction clinic  
• Hepatitis A outbreak and response  
• The Do Not Eat List – McDonald’s Fresh Express Salad Mix (Cyclosporiasis); Hy-Vee Spring Pasta Salad, Kellogg’s Honey Smacks (Salmonella); Venezuelan crab meat (Vibrio) |
| Threat Preparedness         | • Attended Regional Medical Countermeasures Readiness Summit  
• Attended Healthcare Coalition Meeting and EPHRT meeting  
• Completed PHEP EOY Progress Survey with Marty |
| Clinical Services           | FP, BCCSP, STD  
• 49 Family Planning Patient Encounters  
• 8 BCCSP Patient Encounters  
• STD  
  o 10 Tested  
  o 4 Treated  

Immunizations  
• 119 Patients Vaccinated  
• 261 Vaccines Administered  

Infectious Disease  
• 7 Lyme  
• 4 Cryptosporidiosis  
• 3 Campylobacteriosis  
• 2 STEC  
• 1 Salmonellosis  
• 1 Hep B  

TB  
• 26 Screening Letters
## August, 2018 Activities

- 16 Skin Tests
- 2 TB blood tests

### Harm Reduction

- 2 Physician Encounters
- 9 Urine Drug Screening/Naltrexone injection

### Environmental Health

- Establishments Opened: 4
  - Opening Reinspection: 3
  - Large plan review: 1, Medium plan review: 0, Small plan review: 1
- Establishments Closed: 2 notifications of closures files pending change of ownership
- Inspections Food and General:
  - Food Inspections: 6
  - Food Inspections follow up: 5
  - Tattoo/Body Piercing: 1 (new location)
  - Child Care: 3
  - Recreational Water Facilities: 3
- Food handler cards: 389
- Well and Septic Information Requests: 54
- Well Permits: 14
- Well Permit Renewal: 0
- Septic Permits: 17
  - Alternative systems: 2
  - Conventional system: 15
- Septic Finals: 17
- Septic Permit Renewal: 1
- Septic Seals DEP: 10
- Site evaluation for permits: 17
- Subdivision/Minor Plat Changes: 1
- Home loan evaluations: 4
  - Water evaluations: 3
  - Septic evaluations: 1
- Rabies: 15
  - Animal Encounter (Bites and scratches) Reports Received: 9
  - Sent for Testing: 2