**Jefferson County Board of Health**

**Regular Meeting Minutes: July 17, 2020 9:00am**

**Virtual Meeting via Zoom**

Board Members Present: John Bresland (Chair), Ann Smith, Damien Hinck, Anh Nguyen

Board Members Absent: none

Also Present: Nathan Cochran (Assistant County Prosecuting Attorney), Dr. Terrence Reidy (Health Officer), Gillian Beach (Sanitarian Supervisor)

**Call to Order:**

The meeting was called to order at 9:05 AM by Chairman Bresland. The agenda for today’s meeting was presented and accepted. Mr. Bresland then announced that he had been appointed by the County Commission to the 5-year term and that Judith Jones was appointed to finish the one-year remainder of Carmela Cesare’s term.

**Public Comment:**

Judith Jones spoke briefly to everyone and provided some of her experience and background.

Anh Nguyen and Damien Hinck welcomed her and Mr. Bresland discussed that she needs to be sworn in and then Ms. Jones left the meeting.

Mr. Bresland announced that Kaitlin Lacey and Heather Yost were working the testing event and could not attend the meeting. He also announced that Marty Freeman had planned to attend but could not due to a medical appointment.

**Unfinished Business:**

Posting Restaurant and other food-related inspections on jchdwv.org

Ms. Beach gave a demonstration of what the web site homepage will look like and what inspections look like on the web site. She said the web site was ready to go public as soon as they give approval to the database management company. Mr. Cochran suggested the Board make a motion to approve posting the inspections online. Mr. Hinck made a motion. The motion was seconded and carried unanimously.

**New Business:**

Activity Report:

* Election of Board of Health Officers for July 2020 through June 2021
	+ Mr. Bresland announced that there are two officers to be elected: Chairman and Vice-Chair
	+ Ms. Smith nominated Mr. Bresland to continue in the position of Chair, motion was seconded and carried unanimously
	+ Mr. Bresland nominated Ann Smith to serve as Vice-Chair, nomination was seconded and carried unanimously
* Health Administrator
	+ Ms. Beach announced that she had been asked by Dr. Reidy to be the Acting Administrator until they were able to hire one to replace Marty Freeman
	+ Dr. Reidy said that Bill Kearns (Administrator for Berkeley-Morgan Health Department) said we should get approval by the Board for Ms. Beach to serve as Acting Administrator
	+ Nathan Cochran said the Board should vote so Ms. Beach had the authority to take all actions necessary as an Administrator
	+ Mr. Hinck moved to make Ms. Beach the Acting Administrator with all of the authorities of an Administrator as long as she served in that position, motion was seconded and carried unanimously
	+ Ms. Beach announced that the Health Department had just applied for a very large grant
* Health Officer
	+ Dr. Reidy said in addition to COVID related activities he is looking at candidates for the role of Administrator
	+ Working with Office of Emergency Services to work on opioid overdose response and outreach
	+ Dr. Reidy mentioned that during the Countywide calls it was announced that Jefferson County has had an increase in overdoses and overdose deaths recently
	+ Grant funding will allow us to work with other organizations in the community and across the State on the overdose problems
	+ Childhood immunizations are back up and running and clinical staff is starting to get their other services back online
	+ Looking for a nurse practitioner to share with Berkeley County- would require some grant funding
	+ Continuing outreach with other entities such as the school system especially with flu vaccines
	+ Discussion on how long it takes to receive results from COVID tests
	+ Discussion on creating a social media policy for staff
* Environmental
	+ Handled dozens of complaints since the Governor mandated face coverings
	+ Continue to provide updates on guidance to our permitted establishments
	+ Reviewed reopening plans for Jefferson County Schools, Jefferson County Parks & Rec, some of our libraries, Shepherd University Rec Center, and several other businesses
	+ Ms. Beach continues to serve on the County COVID-19 Task Force as well as participating in several daily and weekly calls
	+ Sanitarians are doing food inspections following state protocols for inspections during the pandemic and are also very busy with well and septic permitting and inspections
	+ Environmental consultant continues to work on policies for the Retail Food Program Standards and Ms. Beach will be attending two virtual meetings next month to close out one of the grants
	+ Meeting scheduled to discuss progress of septic file database next Wednesday
	+ Need to get involved in creation of a Trap, Neuter, and Release Program for feral cats in Jefferson County due to increasing problems with some large feral cat colonies
* Clinical
	+ COVID-19 Testing Event currently happening at the Ranson Civic Center today and tomorrow from 7am to 3pm
	+ Jefferson County has approximately 270 cumulative COVID-19 cases, none of which are related to Myrtle Beach or any other travel
	+ Ms. Yost made a request for additional National Guardsmen to assist with contact tracing and we were approved for two additional Guardsmen to assist with our efforts
	+ Clinics are gradually reopening
* Threat Preparedness
	+ Distributed PPE to healthcare facilities
	+ Distributed cloth face coverings throughout the community
	+ Participated in regional threat prep meetings
	+ Planned COVID-19 Testing Event July 17-18 at the Ranson Civic Center

Discussion and Update Regarding COVID-19 and Related Issues:

Dr. Reidy presented several graphs and statistical charts to the Board, breaking down COVID-19 cases by population and comparing Jefferson County to adjacent counties is West Virginia, Maryland, and Virginia. Daily cases in the U.S. are increasing despite warmer weather. Face masks and social distancing are our main tools to protect ourselves from the virus.

Will probably have a memorandum of agreement with Shepherd University in how to deal with positive COVID-19 cases at the University.

Review of Applications from Medical Cannabis Dispensaries, Processors, and Growers:

* WV code requires approval from local boards of health to allow dispensaries, growers, and producers of Medical Cannabis
* Jason Frame, Director of Office for Medial Cannabis, Bureau for Public Health, stated that local Board of Health approval is required, and approval should just be based on whether or not a business could be located in our County, not on allowing medical cannabis in the county. He noted that individuals could still use medical marijuana purchased from another county or state in our county.
* After much discussion, Ms. Smith made a motion to approve all of the applications currently pending for Jefferson County (8 Medical Marijuana Dispensary Applications, 3 Medical Marijuana Grower Applications, and 3 Medical Marijuana Processor Applications) with the disclaimer that “Approval means that there are no Jefferson County Board of Health regulations that are being violated by the entity’s existence. The Board makes no determination or representations about the entity’s conformance or compliance with any other local, state, or federal law, regulation, or ordinance.” The motion was carried 3-1 with Ms. Nguyen dissenting.

Scheduling Appeal for Class I Permit Denial for Avon Bend Subdivision, Section 2, Lot 206:

Mr. Bresland suggested Kaitlin Lacey send out some proposed dates to Board Members. Mr. Cochran asked if the Board wanted to obtain a second review of the decision since Mr. Lutman chose to bypass a hearing with the Health Officer. Ms. Beach stated that the lot had already been evaluated a second time by Rick Hertges when the lot was previously denied for a Class I septic system and that Mr. Hertges had indicated he would not evaluate the lot a second time.

Adoption of April 15, 2020 Environmental Health Fees:

Ms. Beach presented the new fee schedule that has been approved by the State in April. Mr. Hinck moved to approve posting the proposed adoption of the April 15, 2020 fee schedule for public comment. The motion was seconded and carried unanimously.

Approval of June 2020 Financial Reports:

Ms. Smith moved to accept the June 2020 financial reports. Motion was seconded and carried unanimously.

Approval of June 12, 2020 Regular Meeting Minutes:

Ms. Smith moved to approve the June 12, 2020 regular meeting minutes. The motion was seconded and carried unanimously.

**Adjournment:**

Meeting adjourned at 11:42 AM.

Respectfully submitted,

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Terrence Reidy, Health Officer