



**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:
 - McDonald's Fresh Express Salad (*Cyclosporiasis*)
 - Hy-Vee Spring Pasta Salad, Kellogg's Honey Smacks (*Salmonella*)



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- 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,

David Didden, Health Officer

**Jefferson County Health Department, WV
Monthly Activity Report
for the Board of Health**

August, 2018 Activities

Services Unit/Program	Activities
Administration- Health Administrator	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • Attended Regional Medical Countermeasures Readiness Summit • Attended Healthcare Coalition Meeting and EPHRT meeting • Completed PHEP EOY Progress Survey with Marty
Clinical Services	<p>FP, BCCSP, STD</p> <ul style="list-style-type: none"> • 49 Family Planning Patient Encounters • 8 BCCSP Patient Encounters • STD <ul style="list-style-type: none"> ○ 10 Tested ○ 4 Treated <p>Immunizations</p> <ul style="list-style-type: none"> • 119 Patients Vaccinated • 261 Vaccines Administered <p>Infectious Disease</p> <ul style="list-style-type: none"> • 7 Lyme • 4 Cryptosporidiosis • 3 Campylobacteriosis • 2 STEC • 1 Salmonellosis • 1 Hep B <p>TB</p> <ul style="list-style-type: none"> • 26 Screening Letters

**Jefferson County Health Department, WV
 Monthly Activity Report
 for the Board of Health**

August, 2018 Activities

	<ul style="list-style-type: none"> • 16 Skin Tests • 2 TB blood tests <p>Harm Reduction</p> <ul style="list-style-type: none"> • 2 Physician Encounters • 9 Urine Drug Screening/Naltrexone injection
Environmental Health	<ul style="list-style-type: none"> • Establishments Opened: 4 <ul style="list-style-type: none"> o Opening Reinspection: 3 o 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: <ul style="list-style-type: none"> o Food Inspections: 6 o Food Inspections follow up: 5 o Tattoo/Body Piercing: 1 (new location) o Child Care: 3 o Recreational Water Facilities: 3 • Food handler cards: 389 • Well and Septic Information Requests: 54 • Well Permits: 14 • Well Permit Renewal: 0 • Septic Permits: 17 <ul style="list-style-type: none"> o Alternative systems: 2 o 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 <ul style="list-style-type: none"> o Water evaluations: 3 o Septic evaluations: 1 • Rabies: 15 <ul style="list-style-type: none"> o Animal Encounter (Bites and scratches) Reports Received: 9 o Sent for Testing: 2