



**Jefferson County Board of Health
Minutes: December 14, 2018 10:00am**

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

Board Members Absent: Caleb Hudson (County Commissioner)

Also Present: Nathan Cochran (Assistant County Prosecuting Attorney), Dr. David Didden (Health Officer), Bob Custard (Sanitarian Supervisor), Kaitlin Lacey (Office Assistant)

Call to Order:

The meeting was called to order at 10:05 by Chairman Bresland. The agenda for today's meeting was presented and accepted.

Public Comment:

Peter Chakmakian, attorney representing David Lutman, spoke regarding environmental services and vested property rights.

Old Business:

None

New Business:

Agency Activity Report:

- Administrator
 - Still experiencing delays with grant funds and billing immunizations.
 - Personnel – 1 resignation, advertising openings for LPN and Sanitarian 1
 - Director of Nursing is teleworking 4 days per week

- Health Officer
 - Awarded grant for Quick Response Team, will pay for project coordinator. Three candidates from Exchange Union recovery coaches are willing to work on the Quick Response Team.

- Threat Preparedness
 - Attended Public Health Emergency Planners Meeting; Public Awareness, Training, and Safety Meeting; and NCR MSA CRI Exercise Planning Workgroup Meeting
 - Working on end of year deliverables

- Environmental

- All sanitarians have passed the final exam. Jennifer Pierce completed her on-the-job food safety training last week, Mikala Stephenson will complete next week.
- Making progress on addressing deficiencies identified in state audit.
- Qualified for 3 grants, writing proposal for CDC intern grant to work on groundwater contamination.
- Began offering food handler training the first and third Tuesday of each month with 30-day grace period during implementation.
- Water main break in Charles Town affected 6 establishments - boil water notice.
- Continuing to see previously approved lots with wells too close to septic systems or other risks of contamination. Mr. Custard is working on lots individually to find solutions by moving systems or using more advanced technology. There is a conflict between protecting public health and five-year vested property rights on approved plats. The Board requested that Mr. Cochran investigate any potential legal liabilities. Mr. Cochran will prepare a report for the next meeting.

Resignation of Lorena Nathan from the Board of Health:

Ms. Nathan has submitted her resignation to the County Commission. The vacancy has not yet been advertised. Mr. Bresland asked the Board members to reach out to any potential nominees.

Workplace Safety Plan:

The Board received a draft of JCHD's plan adapted from Hampshire County's. Board members will review and comment next meeting.

Response to issues raised by developers at the November 9 board meeting:

Members discussed the possibility of holding a town hall type meeting to respond to citizens' concerns and questions. Mr. Hinck volunteered to represent the Board if a meeting or presentation takes place.

Dr. Didden's presentation at the Jefferson County Commission meeting:

At the November 29 County Commission meeting Dr. Didden reported on environmental services and gave the commissioners copies of the audit to review for potential future meeting. Follow-up meeting may have to wait until after January budget sessions. Dr. Didden will ask Stephanie Grove, County Administrator.

Training status of new sanitarians:

This item was discussed under the Environmental Activity Report.

Approval of November 2018 Financial Reports:

Ms. Smith moved to accept the minutes as presented: motion was seconded and carried unanimously.

Approval of November 9, 2018 regular meeting minutes:

Ms. Smith moved to approve the minutes as presented: motion was seconded and carried unanimously.

Adjournment:

Meeting adjourned at 11:42.

Respectfully submitted,

David Didden, Health Officer

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

November 2018 Activities

Services Unit/Program	Activities
Administration- Health Administrator	<ul style="list-style-type: none"> • Continued to work with the State to resolve subrecipient grant issues. Was able to finally bill Threat Prep and Immunization, Family Planning and BCCSP. However, no payments have been made to date. The Harm Reduction Grant has still not been completed by the State and we are not able to bill anything although expenses are being incurred. Received notice that our Quick Response Team proposal has been accepted. Expect same slow implementation and ability to bill. • Worked on numerous personnel issues.
Administration- Health Officer	<ul style="list-style-type: none"> • Quick Response Team grant • Harm Reduction Program grant • Exchange Union/Community Health Worker opportunities • Recruitment of new health officer
Threat Preparedness	<ul style="list-style-type: none"> • Public Health Emergency Planners Meeting • Public Awareness, Training, and Safety Meeting • NCR MSA CRI Exercise Planning Workgroup Meeting • Working on end of year deliverables
Clinical Services	<p>Family Planning, BCCSP, and STD:</p> <ul style="list-style-type: none"> • Family Planning • 38 Patient Encounters • BCCSP • 15 Patient Encounters • STD • 13 Patients Tested • 4 Patients Treated <p>TB:</p> <ul style="list-style-type: none"> • 10 Screening Letters • 7 TB Skin Tests • 1 T Spot Blood Test • 1 Diagnostic Patient <p>Immunizations:</p> <ul style="list-style-type: none"> • 87 Patient Encounters • 126 Vaccines Administered <p>Infectious Disease:</p> <ul style="list-style-type: none"> • 8 Campylobacter • 6 Lyme

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November 2018 Activities

	<ul style="list-style-type: none">• 5 Hep B• 1 Shigellosis• 4 Salmonellosis• 3 Spotted Fever Rickettsiosis• 1 Hep A (unrelated to outbreak)• 1 Strep Pneumo• 1 STEC• 1 Legionellosis• 1 Dengue• 2 Cryptosporidiosis <p>Vivitrol:</p> <ul style="list-style-type: none">• 12 Urine Drug Screen and/or vivitrol injections administered
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