



**Jefferson County Board of Health
Regular Meeting Minutes: December 13, 2019 9:00am
WVU Extension Office Training Room**

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

Board Members Absent: none

Also Present: Nathan Cochran (Assistant County Prosecuting Attorney), Marty Freeman (Health Administrator), Dr. Terrence Reidy (Health Officer), Heather Yost (Registered Nurse), Bob Custard (Sanitarian Supervisor)

Call to Order:

The meeting was called to order at 9:04 by Chairman Bresland. The agenda for today's meeting was presented and accepted.

Public Comment:

Reverend John Bethard of Charles Town Presbyterian Church, Quick Response Team member, spoke about the effects of the opioid crisis on our community. He thanked the Board for their support of the Quick Response Team and asked that this support continue.

James Boyd of the Quick Response Team spoke about volunteering with the QRT and working with the judicial system to help those with substance use disorder.

Shannon Hicks of the Quick Response Team read a statement from Maria H, who wrote about her experience overdosing years ago with no community support or recovery resources and asked that the Board continue to support the QRT. Ms. Hicks asked if the Health Department could help improve collaboration and cooperation between the QRT and Jefferson County Emergency Services Agency.

Paul Raco spoke about Jefferson County's septic reserve area regulations and asked the Board to adopt the state regulations rather than developing their own policy.

Dave Lutman spoke about Jefferson County's septic reserve area regulations and said he believes a 10 thousand square foot minimum is in the best interest of the county.

Unfinished Business:

Review of proposed changes to Clean Indoor Air Regulations:

The Board has had the opportunity to read and review the proposed changes to the Clean Indoor Air Regulations. The changes would ban the use of e-cigarettes ("vaping") in public places where smoking is

already prohibited, and clarify the FDA Food Code's prohibition on smoking in food preparation area of bars. Ms. Cesare moved to approve the draft as written for public comment. Motion was seconded and carried unanimously. Ms. Freeman will publish the proposed changes for a 30-day public comment period online and in the Spirit of Jefferson newspaper in accordance with state code requirements.

Septic Reserve Area regulations:

The Board received a draft revision to the septic reserve area regulations as well as a written presentation prepared by Sanitarian Supervisor Gillian Beach. The presentation detailed the complex geology of Jefferson county and explained the rationale for requiring reserve areas larger than the state minimum, particularly in areas with poorly suited soil and in homes with more than 4 bedrooms. Rather than a standard 20 thousand square foot reserve, the proposed new regulations would allow newly created lots to have a septic reserve area of 10 or 15 thousand square feet depending on the number of bedrooms in the planned home and the physical features of the lot. The Board agreed by unanimous consent to continue discussion at the January meeting.

New Business:

Discussion of Harm Reduction and Quick Response Team Grants:

The Board discussed the state grants for Harm Reduction and the Quick Response Team, which have not been approved for renewal and will run out in April. Board members recognize the importance of continuing these programs but cannot afford to fund them from the Health Department's limited reserve. Members would like to improve the QRT's working relationship with JCESA and explore the possibility of continuing these programs with current staff. Mr. Hinck moved to go into executive session to discuss personnel matters. Motion was seconded and carried unanimously.

Agency Activity Report:

- Medical
 - Working with school system to possibly offer immunizations in schools
 - Attending and observing Berkeley County Health Department's Harm Reduction Program to find ways in which we can improve our own services
- Health Officer
 - Attended Health Officer summit 3 weeks ago in Beckley: discussed opioid crisis, syringe exchange, HIV testing
 - Continuing to track potential rabies exposures through feral cats or wild animals. Public alerts are now published on our website and in The Spirit of Jefferson newspaper.
- Threat Preparedness
 - Turned in all mid-year deliverables to state including exercise AAR/IP's and plan updates
 - Participated in Functional Exercise with EPA Shenandoah Valley – wildfire scenario
 - Met with staff to discuss our Continuity of Operations Plan. All staff members will have the opportunity to provide feedback and suggest areas for improvement.
- Environmental
 - Applied for and received 6 grants which will cover the majority of Mr. Custard's salary
 - Permit applications have not slowed
 - Josh Griffin has completed all sanitarian training and passed his exams

Approval of November 2019 Financial Reports:

Ms. Smith moved to accept the November 2019 Financial Reports as presented. Motion was seconded and carried unanimously.

Approval of November 8, 2019 regular meeting minutes:

Ms. Smith moved to approve the minutes of the November 8, 2019 regular Board of Health meeting as presented. Motion was seconded and carried unanimously.

Adjournment:

Meeting adjourned at 11:33 AM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Terrence Reidy", with a horizontal line underneath it.

Terrence Reidy, Health Officer

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

December 2019 Activities

Services Unit/Program	Activities
<p>Clinical Services</p>	<p>Family Planning:</p> <ul style="list-style-type: none"> • 42 Patient encounters <p>BCCSP:</p> <ul style="list-style-type: none"> • 3 Patient encounters <p>STD:</p> <ul style="list-style-type: none"> • 18 Patient encounters • 1 Patients Treated with Medication <p>Immunizations:</p> <ul style="list-style-type: none"> • 45 Patient Encounters • 79 Vaccines Administered <p>Harm Reduction:</p> <ul style="list-style-type: none"> • 4 Patient Encounters • 1 Needle Exchange Encounter <p>TB:</p> <ul style="list-style-type: none"> • Skin Tests – 8 • Screening Letters – 6 • T-spot blood draws – 1 <p>Infectious Disease:</p> <ul style="list-style-type: none"> • Camphylobacteriosis – 1 • Giardia – 1 • Hib – 2 • Hepatitis C – 7 • Lyme – 3 • Streptococcus Pneumoniae – 1 • Varicella - 1
<p>Environmental Health</p>	<ul style="list-style-type: none"> • Establishments Opened: 3 <ul style="list-style-type: none"> ○ Opening Preopening Inspection: 0 ○ Large plan review: 0, Medium plan review: 0, Small plan review: 3 • Establishments Closed: 0 • Complaints: 1 food, 1 septic • Food Handler Classes: 4 signed up for class, 3 attended class • Food Inspections Routine and Follow up: 30 • Temporary Food Inspections: 0 • Pool Inspection and Follow up: 0 <ul style="list-style-type: none"> ○ Pool Water Test: 9

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December 2019 Activities

	<ul style="list-style-type: none">• General Sanitation Routine and Follow up: 1 • Food handler cards: 105• Temporary Food Permits: 0• Mobile Food Permit: 0• Well and Septic Information Requests: 41• Reinspection Fee: 0• Well Permit Applications: 9• Well Site Eval: 13• Well Permit Issued: 10• Well Permit Renewal: 4• Septic Permit Applications: 21<ul style="list-style-type: none">○ Alternative systems: 3<ul style="list-style-type: none">▪ Mound: 0▪ LPP: 3▪ Drip: 0○ Conventional system: 18• Septic Finals: 14• Septic Site Eval: 26• Septic Permits Issued: 20• Septic Permit Denials: 1 Class I and 0 Class II• Septic Permit Renewal: 0• Septic Seals DEP: 9• Subdivision/Minor Plat Changes: 1• Home loan evaluations: 5<ul style="list-style-type: none">○ Water evaluations: 3○ Septic evaluations: 2○ Letters Only: 0• Rabies: 21<ul style="list-style-type: none">○ Animal Encounter (Bites and scratches) Reports Received: 21○ Sent for Testing: 1
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