



**Jefferson County Board of Health
Regular Meeting Minutes: January 31, 2020 9:00am
WVU Extension Office Training Room**

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

Board Members Absent: Carmela Cesare (Vice-Chair), Caleb Hudson (County Commissioner)

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

Call to Order:

The meeting was called to order at 9:08 AM by Chairman Bresland. The agenda for today's meeting was presented and accepted.

Public Comment:

David Lutman spoke about history of septic reserve area requirements in West Virginia and asked that the Jefferson County Board of Health use the same sizing requirements as the rest of the state.

Paul Raco said he supports using a ten thousand square foot as in state regulations and pointed out that census data on average household size in Jefferson County is 2.62. Building a bigger house does not necessarily mean a bigger family will live there.

Unfinished Business:

Review of proposed changes to Clean Indoor Air Regulations to include vaping:

Changes to the Clean Indoor Air Regulations have been published online and in the Spirit of Jefferson newspaper. No comments from the public have been received. Ms. Smith moved to hold a public hearing on February 14, 2020 to adopt the Clean Indoor Air regulations; motion was seconded and carried unanimously.

Septic Reserve Area Regulations:

Gillian Beach gave a presentation on septic reserve area requirements, emphasizing the importance of understanding the soil conditions of the entire reserve area. Proposed changes to the current regulations include reducing reserve area size from 20,00 to 10,000 sq ft for homes of 4 or fewer bedrooms, and 15,000 for homes with 5 or more bedrooms; and clarifying requirements for system layouts and perc tests. Ms. Smith moved to go into executive session to receive legal advice. Motion was seconded and carried unanimously.

New Business:

Memorandum from WVDHHR, Bureau for Public Health, Office of Medical Cannabis:

Members discussed the benefits and drawbacks of medical cannabis in Jefferson County. The Board must consider that cannabis is still federally illegal, and it is unclear what agency in West Virginia would be responsible for regulating and inspecting these establishments. Conversely there is the issue of negative public perception if the Board “holds back development” of an industry that could be a financial boon to the county (the County Commission has stated they have no objections to permitting a grower, processor, or dispenser). The Board agreed to table discussion until next meeting.

Activity Report:

- Health Administrator
 - Department kept running smoothly during absence
 - Working on credentialing our nurse practitioner in order to bill insurance for Family Planning patients

Approval of Monthly Financial Reports:

Ms. Freeman has adjusted the projected deficit upward slightly, this may change as we pursue more opportunities for insurance billing. The Board received the financial reports and accepted them as presented.

Board Member Compensation – Option to Decline:

A board member has requested to no longer receive their \$10 per meeting compensation. The Board had no objections to individual members declining compensation.

Approval of 2020 Clinical Fees:

Fees for medical services have been adjusted to cover current administrative costs. Mr. Hinck moved to approve the 2020 Clinical Fees as presented; motion was seconded and carried unanimously.

Personnel Issue:

Members discussed the continuing retention of Bob Custard, who has stepped back from his supervisory role and is now focusing on grant writing, policy making, and mentoring the environmental staff. Ms. Freeman does not envision keeping this Environmental Health Consultant position for more than a year. Mr. Custard’s salary will be offset by the grant funds he has secured, with a net cost of \$12,487. The Board agreed to continue discussion at the next meeting.

Septic Reserve Area Regulations (continued):

Ms. Beach presented revisions to the wording of the proposed septic reserve policy. Ms. Smith moved to publish the proposed policy for public comment. Motion was seconded and carried unanimously.

Activity Report:

- Environmental
 - 21 septic permits of which 3 were alternative (LPP)
- Clinical
 - Spending a lot of time on epidemiology, mostly flu outbreaks

- Planning on offering vaccines in schools in spring or fall
- Working to increase patient load and billable services offered

Approval of December 13, 2019 regular meeting minutes:

Mr. Hinck moved to approve the minutes of the December 13, 2019 regular meeting minutes as presented; motion was seconded and carried unanimously.

Activity Report:

- Health Officer
 - Dr. Reidy updated the Board on the novel coronavirus. 10,000 cases worldwide, only 130 of those are outside of China. About 2% death rate, but to put that in perspective there are 20-50 thousand flu deaths in the U.S. each year. Symptoms include cough, shortness of breath, and fever. If an individual from our county tested positive the state lab would notify us and health officer will coordinate with nursing director on monitoring, isolation and quarantine. We are notifying healthcare practitioners of the latest updates through West Virginia Public Health Alert.

Adjournment:

Meeting adjourned at 12:03 PM.

Respectfully submitted,

 2/14/2020
Terrence Reidy, Health Officer

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

January 2020 Activities

Services Unit/Program	Activities
Clinical Services	<p>Family Planning:</p> <ul style="list-style-type: none"> • 48 Patient encounters <p>BCCSP:</p> <ul style="list-style-type: none"> • 7 Patient encounters <p>STD:</p> <ul style="list-style-type: none"> • 8 Patient encounters • 4 Patients Treated with Medication <p>Immunizations:</p> <ul style="list-style-type: none"> • 61 Patient Encounters • 104 Vaccines Administered <p>Harm Reduction:</p> <ul style="list-style-type: none"> • 4 Patient Encounters • 0 Needle Exchange Encounters <p>TB:</p> <ul style="list-style-type: none"> • Skin Tests – 8 • Screening Letters – 7 • T-spot blood draws – 3 • Diagnostic Appointments - 1 <p>Infectious Disease:</p> <ul style="list-style-type: none"> • Camphylobacteriosis – 2 • Carbapenem Resistant Enterobacteriaceae – 1 • Group B Streptococcus, Invasive – 2 • Hepatitis C – 16 • Lyme Disease - 3
Environmental Health	<ul style="list-style-type: none"> • Establishments Opened: 1 <ul style="list-style-type: none"> ○ Opening Preopening Inspection: 0 ○ Large plan review: 1, Medium plan review: 0, Small plan review: 2 • Establishments Closed: 0 • Complaints: food 5, septic 1 • Food Handler Classes: 8 signed up for class, 7 attended class • Food Inspections Routine and Follow up: 55 • Temporary Food Inspections: 0 • Pool Inspection and Follow up: 1 <ul style="list-style-type: none"> ○ Pool Water Test: 4 • General Sanitation Routine and Follow up: 14 • Food handler cards: 162

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January 2020 Activities

Environmental Health (cont'd)	<ul style="list-style-type: none">• Temporary Food Permits: 0• Mobile Food Permit: 1• Well and Septic Information Requests: 47• Reinspection Fee: 0• Well Permit Applications: 16• Well Site Eval: 9• Well Permit Issued: 8• Well Permit Renewal: 1• Septic Permit Applications: 18<ul style="list-style-type: none">○ Alternative systems: 2<ul style="list-style-type: none">▪ Mound: 0▪ LPP: 2▪ Drip: 0○ Conventional system: 16• Septic Finals: 10• Septic Site Eval: 18• Septic Permits Issued: 14• Septic Permit Denials: 1 Class I• Septic Permit Renewal: 3• Septic Seals DEP: 11• Subdivision/Minor Plat Changes: 3• Home loan evaluations: 3<ul style="list-style-type: none">○ Water evaluations: 2○ Septic evaluations: 1○ Letters Only: 0• Rabies: 17<ul style="list-style-type: none">○ Animal Encounter (Bites and scratches) Reports Received: 17○ Sent for Testing: 2
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