



**Jefferson County Board of Health
Regular Meeting Minutes: March 19, 2021 9:00am
Virtual Meeting via Zoom**

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

Board Members Absent: None

Also Present: Nathan Cochran (Assistant County Prosecuting Attorney), Dr. Terrence Reidy (Health Officer), Gillian Beach (Acting Administrator, Sanitarian Supervisor), Dr. Joy Buck, Stephanie Grove (County Administrator), Michelle Gordon, County Finance Director

Call to Order:

The meeting was called to order at 9:02 AM by Chairman Bresland. Mr. Bresland announced that this would be Mr. Hinck's last Board Meeting since he is moving out of state. The agenda for today's meeting was presented and accepted.

Approval of February 2021 Regular Meeting Minutes:

Judy Jones made a motion to approve the February 19, 2021 regular meeting minutes as presented. Motion was seconded and carried unanimously.

Public Comment:

None

Unfinished Business:

Request to County Commission for Additional Funding

Ms. Grove said the Health Department should apply for funding from the FEMA public assistance grant and there was some discussion around that.

New Business:

Covid-19 Update:

- Dr. Reidy spoke about continued vaccination efforts, variants of the virus and that they may be contributing to the increase in cases we are currently seeing, the need to continue to wear face coverings, and the decrease in hospitalizations.

Vaccination Clinics Update:

- Dr. Reidy mentioned we continue to receive 1,300 doses weekly for vaccinations.
- Dr. Reidy mentioned right now our biggest problem is not getting enough people signed up for vaccinations, so our goal right now is to encourage everyone to register on Everbridge to receive

vaccine. Vaccine is now available to essential workers and those with underlying conditions ages 16 and older.

Agency Activity Report

- Health Administrator Report: Ms. Beach stated the Threat Prep position has been filled and the new hire will start on Monday, March 29, 2021. She stated she had offered the Sanitarian position to an applicant and was awaiting a response.
- Health Officer Report: Dr. Reidy had nothing additional to report
- Environmental Activity Report: Ms. Beach stated that the office is down to two Sanitarians and well and septic work and establishment complaints are keeping them busy. She mentioned the possibility of raising the well and septic information request fee and the possibility of adding to next month's agenda.
- Medical Activity Report: Dr. Reidy said there is hope that we will soon be able to provide our regular clinics and services and start building the opioid program

Health Administrator Position and Related Issues:

- Dr Reidy said we do not have any new applicants for the position and that we would like to find someone with good financial skills and not necessarily public health knowledge. He stated that a couple of interested candidates did not accept the position because of the salary cap set by the state for the position.
- Ms. Beach mentioned she spoke with someone in the State Department of Personnel and she said the Board could vote to declassify the administrator position in order to hire at a salary they agreed to. She also said she was told that we could also request a higher starting salary for all employees in our department the same way that was previously done for the Sanitarian positions.
- Ms. Grove said she would be willing to write a letter to the state in order to assist our request to have higher starting salaries. Discussions ensued about declassifying the health administrator position.
- Ms. Smith made a motion to make the Local Health Administrator position unclassified. The motion was seconded and carried.
- Discussions followed about setting a salary range in line with what the county pay scale is for similar positions. Board members discussed they would be involved in the hiring of a new administrator.

Grant Funding and Related Issues:

Ms. Gordon mentioned FEMA grant funding opportunities that would help with all expenses related to administering the COVID-19 vaccine. She said she has been working with our staff to make sure we are drawing down on the grants we have and spoke about starting to bill for the vaccine administration fee. Discussions ensued about billing for the vaccine and grant funding opportunities.

Legislative Updates Related to Public Health:

- SB12 was signed by the Governor on March 16 and will be effective on June 2, 2021 (gives County Commission more oversight of rules promulgated or amended by Boards of Health)
- HB3248 introduced would eliminate health departments' ability to require a food handler's examination and card

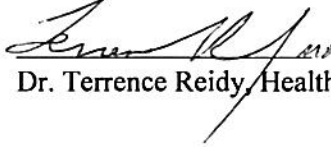
Approval of February 2020 Financial Reports:

Mr. Bresland reviewed the financial report. Ms. Jones said she would like to see a program budget and there was discussion of the need for an administrator that can analyze the budget numbers and give a report the Board can understand.

Adjournment:

Meeting adjourned at 11:15 am

Respectfully submitted,



Dr. Terrence Reidy, Health Officer