



**Jefferson County Board of Health  
Regular Meeting Minutes: November 13, 2020 9:00am  
Virtual Meeting via Zoom**

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

Board Members Absent: Caleb Hudson (County Commissioner)

Also Present: Nathan Cochran (Assistant County Prosecuting Attorney), Dr. Terrence Reidy (Health Officer), Gillian Beach (Acting Administrator, Sanitarian Supervisor), Kaitlin Lacey (Threat Preparedness Coordinator)

**Call to Order:**

The meeting was called to order at 9:01AM by Chairman Bresland. The agenda for today's meeting was presented and accepted.

**Public Comment:**

No public comments were made.

**Unfinished Business:**

Discussion/Action on Social Media Policy:

Members reviewed the draft of the social media policy. Board and staff will look over and comment for next meeting.

**New Business:**

Activity Report:

- Health Administrator
  - Working toward hiring office assistants
  - Interviewed candidate for Administrator position, did not have necessary financial and business administration background
  - Exploring Jefferson County Schools' offer to pay salary for a contact tracer to work with JCHD and schools
- Health Officer
  - Primarily focused on COVID-19, scaling back other services
  - Received grant to mentor 3 other health departments' environmental health programs
  - 8 people working on contact tracing but struggling to keep up. Dr. Reidy asked the Board for authority to hire temporary employees to assist. Ms. Jones moved to hire part-time

temporary contact tracers equivalent to 5 full-time employees. Motion was seconded and carried unanimously.

- Environmental
  - Most work is now covid-related, including handling restaurant outbreaks
  - Working closely with Jefferson County Schools on contact tracing of classroom outbreaks
- Clinical
  - Primarily focused on COVID-19
  - Contract nurse hired to handle community flu outreach
  - Nearing 300 active cases of COVID-19, will be cancelling non-emergency medical appointments
- Threat Preparedness
  - West Virginia National Guard is conducting free community testing daily
  - Looking for sheltered drive-through testing sites for winter
  - Planning for COVID-19 vaccinations for healthcare workers, could be available as early as January

Discussion and Update Regarding COVID-19 and Related Issues:

Dr. Reidy presented graphs showing the exponentially increasing cases of COVID-19 in the Eastern Panhandle. Increasing social gatherings (Halloween parties, etc.) could explain this growth, especially when these gatherings are indoors and include sharing meals. Dr. Reidy recommended and having any social gatherings outdoors with as few non-household members as possible.

Status of \$186,583 Epidemiology and Laboratory Capacity Grant:

ELC Grant has been extended to a 2-year period. This grant will cover salaries for a nurse, sanitarian, and office assistant to work on COVID-19 and other infectious disease epidemiology. Positions have been advertised, but no one has been hired yet.

Approval of November 2020 Financial Reports:

Members received and discussed the financial reports. Ms. Smith moved to accept the September 2020 Financial Reports as presented. Motion was seconded and carried unanimously.

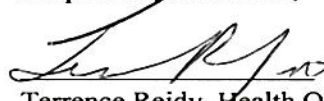
Approval of November 13, 2020 regular meeting minutes:

Mr. Hinck moved to approve the minutes of the November 13, 2020 regular Board of Health meeting as presented. Motion was seconded and carried unanimously.

**Adjournment:**

Meeting adjourned at 11:09 AM.

Respectfully submitted,

  
Terrence Reidy, Health Officer