



**Jefferson County Board of Health  
Special Meeting Minutes: August 2, 2021 9:00am  
Virtual Meeting via Zoom**

Board Members Present: Ann Smith (Vice-Chair), Anh Nguyen, David Lutman, Karen Bailey-Chapman, Elliot Simon

Board Members Absent: None

Also Present: Nathan Cochran (Assistant County Prosecuting Attorney), Steve Groh (Assistant County Attorney), Dr. Terrence Reidy (Health Officer), John Bresland

**Call to Order:**

The meeting was called to order at 9:03 AM by Vice Chair Ann Smith. The agenda for today's meeting was presented and accepted.

**Public Comment:** None

**New Business:**

Draft Proposal to WV Division of Personnel requesting salary increases

- There was some discussion about the 2<sup>nd</sup> draft of the letter sent to the Board of Health on Friday, July 30, 2021. Mr. Lutman asked that we discuss a back-up plan to hire for our vacancies (specifically the Administrator) if the Division of Personnel does not approve our request. Ms. Smith asked that this discussion be added to the Agenda for our next regular meeting.
- Elliot Simon made a motion to approve the letter and all of the requested salary increases. The motion was seconded and carried unanimously.
- Ann Smith asked Gillian Beach to send the letter and the attachments to the WV Division of Personnel by the August 3<sup>rd</sup> deadline.

Board of Health Election:

- Anh Nguyen nominated Karen Bailey-Chapman to be the new Chair of the Board of Health. The Board voted and Ms. Bailey-Chapman was elected unanimously as Chair.
- Karen Bailey-Chapman nominated Anh Nguyen to be the new Vice Chair of the Board of Health. The Board voted and Ms. Nguyen was elected unanimously as Vice Chair.

**Adjournment:**

Meeting adjourned at 9:21 am

Respectfully submitted,

  
Dr. Terrence Reidy, Health Officer

*APPROVED BY BOARD 8/15/21*