



**Jefferson County Board of Health  
Regular Meeting Minutes: February 11, 2022 at 9:00am  
In Person at WVU Extension Office at 1948 Wiltshire Rd, Kearneysville, WV 25430  
and Virtual Meeting via Zoom**

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

Board Members Absent: None

Also Present: Steve Groh (Asst. County Prosecuting Attorney), Dr. Terrence Reidy (Health Officer), Gino Sisco (Administrator), Gillian Beach (Environmental Health Manager), Mason Weikle (TP Coordinator), Charli Heilmann (CoxHollidaYoung), Caleb Hudson (County Commission, ex officio), Nathan Cochran (Jefferson County Assistant Prosecuting Attorney)

**Call to Order:**

The meeting was called to order at 9:03 am by Karen Bailey-Chapman.

Reviewed minutes from January 21, 2022 regular meeting. Ann Smith moved to approve the January 21, 2022 regular meeting minutes. Motion was seconded by Elliott and carried.

**Public Comment:**

- Chris Craig- resident and council member of Harper's Ferry spoke about the importance of public health in his own life and stressed the challenges in managing Covid. He appreciated the work that Dr.Reidy and the staff have done throughout the pandemic.
- Lynn Pecheukonis- owner of RockHaven B&B and a short-term rental spoke regarding short term rental policies and fees
- Christine Marshall- thanked the health department for working tirelessly through the pandemic and asked the Board Members to support staff and shut down attacks against staff.
- Joann Curran- spoke in support of the board for their letter to the Board of Education stating they believe it should be the parents' right to choose whether their children wear a mask in school
- Jennifer Crouse- spoke in favor of the board's stance regarding masking policy in schools and spoke against Dr. Reidy
- Karen Buck asked who from the health department will be speaking at the upcoming Board of Education meeting

**Unfinished Business**

Update on Vacancies

- Sanitarian- Ms. Beach reported that a new sanitarian will be starting on Monday.
- Nurse Director- Mr. Sisco stated that the search continues for the nursing director position

DHHR Grants Update- Mr. Sisco stated that the retention incentive grant was paid out to the 11 qualified full-time employees on February 2nd. He hopes to have the entire grant reimbursed shortly.

Website Construction- Mr. Sisco stated that he has hired a digital intern from Shepherd to help work on the health department website. He hopes to make the website much more user friendly so that important information is easily accessible to the public.

Letter to JCBOE- Mr. Sisco stated that he hand delivered the letter to the BOE headquarters in Charles Town.

## **New Business**

CoxHollidaYoung Update- Charli Heilmann reported that the total income for December was \$545,000 and discussed the December and preliminary January financial reports.

Ann Smith made a motion to approve the financial reports for December 2021; Elliot Simon seconded and the motion was carried unanimously.

Update on COVID-19 Activity and Vaccinations- Dr. Reidy said that the number of new cases has been slowly decreasing recently. He discussed the differences between the CDC covid case maps and the data from the WV DHHR website. He emphasized that while symptoms are generally milder with the omicron variant, the transmissibility is very high from person to person.

### Agency Activity Reports:

- Health Administrator Report- Mr. Sisco discussed how the new timekeeping software is improving the process for staff. He discussed the recent purchase of headsets that allow the office assistants to have the flexibility to move around and answer questions from patients in a quick manner. He discussed that he will be working to improve internet speeds. He discovered that the health department does have access to up to 1tb of data from Verizon and we would only need to upgrade our router to do this.
- Health Officer Report- discussed earlier during COVID-19 update.
- Environmental Activity Report- Ms. Beach announced that the environmental staff were awarded a \$2,500 grant from NEHA for the NEARS program and that she had applied for over \$250,000 in Environmental Health grants for the next 3 years
- Clinical Activity Report- No Nurse Director to provide a report.
- Threat Preparedness Report- Mr. Weikle discussed upcoming covid clinic dates at the Ranson Civic Center. He discussed working on providing CPR training for the entire staff. He also discussed running a practice fire drill, as well as an active shooter situation exercise/drill further down the road.

### Rule Concerning Health Department Testimony Before County Boards-

- Mr. Cochran discussed the previous rule regarding providing the board of health with questions prior to meeting any other government agency in the county.
- Ms. Beach said it was her understanding after watching a previous recording of the meeting that part of the reason for the Board's decision to implement this new policy or rule was that Mr. Lutman stated that an employee had given false testimony (incorrect information) at a local Planning Commission meeting. Ms. Beach said that she was the employee that attended a planning commission meeting in October at Alex Beaulieu's (Zoning Administrator) request and that she spoke about the health department's requirements for short-term rentals and under what circumstances they are required to be permitted by our

office. Ms. Beach stated she did not give false information and that all the information she provided was accurate. She then asked the Board to reconsider the policy since it was partly based on the information they were provided at last month's meeting regarding this testimony. Ms. Bailey-Chapman and Mr. Simon stated their decision was because of the Board of Education statements regarding their mask policies and not on this information. The Board did not elect to reconsider their vote on this rule.

Termination of Part-time Sanitarian-

Karen Bailey-Chapman stated that the motion made last meeting was not properly noticed and cannot stand. The Government Open Meetings Act was discussed by Nathan. Ms. Beach discussed all the grants/financial responsibilities that Mr. Custard has as a contracted Sanitarian. Mr. Custard spoke about his role at the health department in open session.

Ann Smith made a motion to "rescind the motion from last month to terminate the contract of Robert Custard and to table the termination discussion until the next month's meeting and a possible Executive Session." Karen Bailey-Chapman seconded the motion, passed (2 for, 1 against and 1 abstention, 1 not present).

Ann Smith made a motion to table the termination discussion until the next meeting. Karen Bailey-Chapman seconded and the motion carried

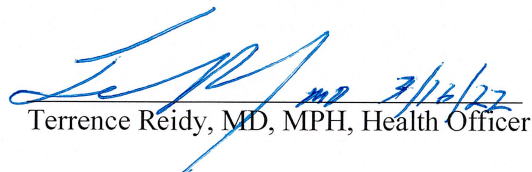
Next Meeting- Scheduled for March 11, 2022, at 9:00 am

Karen Bailey-Chapman made a motion to adjourn, Ann Smith seconds, motion passed.

**Meeting adjourned 10:26 AM.**

To view previous meetings on YouTube, go to the [JeffCoBOH WV](#) channel.

Respectfully submitted,

  
Terrence Reidy, MD, MPH, Health Officer