Jefferson County Board of Health
Regular Meeting Minutes: November 8th, 2024, at 9:00am
Virtual Meeting via Zoom

Board Members Present:
Brandon Blake (Vice Chair)
Ann Smith
Elliot Simon (Virtual)

Board Members Absent:
Karen Bailey-Chapman (Chair)
Dan Caprio
Vacant (Ex-Officio Member, County Commissioner)

Also Present: Gino Sisco (Administrator), Lincy Gregory (Nurse Director), Brandon Wonder (Threat Preparedness Coordinator), Charli Heilmann (CoxHollidaYoung), Amber Taylor (CoxHollidaYoung)

Call to Order:
The meeting was called to order by Brandon Blake at 9:00 am

Reviewed minutes from October 2024. Ann Smith made a motion to accept the October 2024 meeting minutes., Elliot Simon seconded, motion passes (3- 0).

Public Comment: None

Unfinished Business: None

New Business
CoxHollidaYoung Update- Charli Heilmann provided an overview of the finalized September 2024 financial report, and the preliminary October 2024 Financial Report.

September 2024 Final Financial Report- The Board of Health is within the reserve requirement. September revenue was $32,000, reduced by salaries and wages of $112,000 and operating expenses of $14,000. Year-to-date revenue $271,000, $324,000 salaries and wages, and $50,000 in operating expenses. This led to a year-to-date surplus of $104,000. Accounts receivable $208,000 with 52% related to WV Treasury.
Ann Smith made a motion to accept the September 2024 Final Financial Report, Elliot Simon seconded, motion passes (3-0).

October 2024 Preliminary Financial Report- The unreconciled bank balance is $71,000 above the conservative reserve requirement. October revenue $208,000, salaries expense $151,000, operating expenses $12,000. Fiscal year to date total revenue is $480,000 reduced by salaries and wages of $476,000 and operating expenses of $63,000. Year-to-date deficit of $56,000. Accounts receivable $289,000 with 59% related to WV Treasury.

Agency Activity Reports:

- Threat Preparedness Report- Mr. Wonder thanked the Board of Health for completing the Public Health Risk Assessment Survey for State of West Virginia. Mr. Wonder will be attending the International Association of Emergency Managers (IAEM) Conference this month.

- Environmental Activity Report- The clinical visit numbers for September and August were provided for the Board and presented by Gino Sisco.

- Clinical Activity Report- The clinical visit numbers for October were provided for the Board. Dr. Gregory mentioned some of the clients of the QRT Peer Recovery Specialists who are now in recovery. Naloxone distribution continues with recent distribution to Job Corp participants.

- Health Officer Report- No Report. Dr. Reidy at annual Health Officer training in Charleston.

- Health Administrator Report- Mr. Sisco reported that we are recruiting another sanitarian since one sanitarian resigned and will be working in Loudoun County. Last year we spent $177,000 for the QRT for fiscal year 2024. Mr. Sisco presented to the Jefferson County Commission the joint request with the Jefferson County Community Ministries for funding from the opioid settlement funds.

  Ann Smith made a motion to adjourn the meeting, Elliot Simon seconded, and the motion passed unanimously (3-0).

  Next Meeting- Scheduled for Friday December 13th, 2024, at 9:00 am

Meeting adjourned 9:33 AM.

Respectfully submitted,

12/13/2024

Terrence Reidy, MD, MPH, Health Officer