



**Jefferson County Board of Health
Minutes: October 13, 2017 10:00am**

Board Members Present: John Bresland (Chair), Carmela Cesare (Vice-Chair), Lorena Nathan, Ann Smith, Damien Hinck, Caleb Hudson (County Commissioner- Ex. Officio)

Board Members Absent: none

Also Present: Dr. David Didden (Health Officer), Wendi Ballou (Office Assistant), Kaitlin Lacey (Office Assistant)

Call to Order:

The meeting was called to order at 10:05 by Chairman Bresland. The agenda for today's meeting was presented and accepted.

Public Comment:

No public comments were made.

Old Business:

None.

New Business:

Welcome new board member:

Mr. Bresland introduced Mr. Damien Hinck, Executive Chef at Hollywood Casino at Charles Town Races.

Agency Activity Report:

- Full-Scale Exercise completed. Earthquake scenario – clinical staff provided “tetanus” (flu) shots to public. Environmental staff ensured safety of food and water supply.
- Insurance billing protocol changed to collect co-pays and deductibles on day of visit.
- Personnel changes... Sanitarian I salary is not competitive for this area, requested retention bonus. TP/OA position is in the works. 2 part-time OA's shift from temporary to permanent. Tameika Hays LPN resigned.
- Mobile syringe services unit community outreach provided sterile injection equipment at local fire department and church – may expand to other community areas.
- JCCM health coaching Thursday mornings helping clients with PTSD, quitting smoking during pregnancy, detox for drugs and alcohol
- 30 epidemiology reports needing follow-up – investigating reportable diseases
- Increase in naltrexone injections from 5 in August to 16 in September (some repeat patients)

- Environmental tech/OA position
- Katherine Roy's last day is 10/3/17, after which the Environmental Office will only have 1 licensed sanitarian and 1 trainee

Bureau for Public Health Harm Reduction Grant Proposal:

JCHD is seeking Federal funding for Harm Reduction and will submit a grant proposal on Monday. Dr. Didden presented overdose statistics, letters of support from county organizations, and cost analyses.

Discussion of Health Insurance for Julie Bauserman:

Tabled.

Request for proposals for annual financial audit:

Tabled.

Personnel Status – resignations and advertising for replacements:

Marty Freeman recommended not filling the LPN vacancy to save on personnel costs. Dr. Didden recommended replacing part-time at least. Ardyth Gilbertson RN is already contracted for Moving Forward Program and is willing to take over naltrexone injection appointments. Board discussed whether to hire full-time, part-time, or delay filling the vacancy. Ms. Smith moved to approve short-term contract with part-time nurse up to 24 hours per week to meet requirements subsequent to resignation of LPN pending, review after 90 calendar days. Motion was seconded and carried unanimously.

Strategic Planning Session:

The Board discussed scheduling a Strategic Planning session. Ms. Smith volunteered to host the meeting 10:00am-4:00pm on 11/10/17 at The Anvil Restaurant.

Approval of Payment of Bills and Financial Reports:

The Board received the financial reports and accepted them as presented.

Approval of September 25, 2017 regular meeting minutes:

The minutes were approved as presented by unanimous consent.

Adjournment:

Meeting adjourned at 12:07pm.

Board of Health Members:

John Bresland, Chair
 Carmela Cesare, Vice-Chair
 Lorena Nathan, Member
 Ann Smith, Member
 Damien Hinck, Member
 Caleb Hudson, County Commission Liaison

Term Expires:

06/30/2020
 06/30/2021
 06/30/2019
 06/30/2018
 06/30/2022
 Ex. Officio