



**Jefferson County Board of Health  
Minutes: April 2, 2019 9:00am  
County Commission Meeting Room**

Board Members Present: John Bresland (Chair), Carmela Cesare (Vice-Chair), Ann Smith, Caleb Hudson (County Commissioner)

Board Members Absent: Damien Hinck

Also Present: Nathan Cochran (Assistant County Prosecuting Attorney), Marty Freeman (Health Administrator), Dr. David Didden (Health Officer), Bob Custard (Sanitarian Supervisor), Kaitlin Lacey (Office Assistant)

**Call to Order:**

The meeting was called to order at 9:14 AM by Chairman Bresland. The agenda for today's meeting was presented and accepted.

**Public Comment:**

Mr. Bresland explained the procedures for public comment, and said many people are probably attending due to anonymous postcards and emails being circulated and although that issue is not on today's agenda the Board welcomes the public's comments.

Scott Everhart of CSS Enterprises spoke about his dissatisfaction with Environmental Services and the health department's septic system permitting procedures.

Michael Crawford of Coldwell Banker Premier said he was attending to gain information for clients wanting to purchase in Jefferson County, and encouraged the Board to avoid policies that increase cost to buyers or homeowners.

Alan Robison, homeowner, said he was very confused by the postcard he received in the mail and does not want to convert from well and septic to public water and sewer.

Jackie Millin spoke about the impact agriculture has on groundwater contamination.

Arthur Asbury, homeowner, spoke about spoke about the difficulties and expense of replacing his failing conventional septic system with a low pressure pipe system.

Perry Campanaris, property owner, spoke about his dissatisfaction with Environmental Services and said the septic system appeals process takes too long and that any decision should be made by at least 3 experts, not just the Board.

Kris Messner, class 2 licensed septic installer, said that class 2 systems have yearly maintenance costs of \$800 or more, and that homeowners failing to perform annual maintenance will cause system failure and put the county at risk.

David Lutman spoke about his concerns regarding environmental services and said that the sanitarian is doing a poor job of assessing risk.

Margaret Lutman spoke about difficulties constructing an age-in-place home due to the lot being denied for a conventional septic system.

Jose Ayala, homeowner in Avon Bend, said he unable to build on or sell a lot he's owned for years due to being denied for a conventional system.

James Holston, septic installer, said after talking to other installers he is afraid to move forward with new projects in Jefferson County because of fears they won't pass inspection.

Steve Cunningham spoke about issues with the septic permitting process, and the related issue of having paid taxes for land that may now be unusable.

Peter Chakmakian, attorney specializing in zoning and land use law, spoke about the importance of regulatory agencies having attainable and consistent standards.

Paul Ashbaugh, rental property owner, spoke about concerns regarding septic permitting and his experience with previous sanitarians.

Melissa Swartz, Jefferson County homeowner, spoke about difficulties obtaining a septic permit and questioned why Jefferson County requires double the state minimum septic reserve area.

John Maxey, founder of Blue Ridge Watershed Coalition, spoke about e. coli and coliform contamination in Jefferson County's streams, and presented a study from the Chesapeake Bay Program.

**Old Business:**

None.

**New Business:**

Agency Activity Report:

- Health Officer
  - Dr. Didden said he is grateful to see such interest from the public. Health Department staff have been under a lot of pressure from the anonymous postcards and have received many emails and phone calls. Dr. Didden handed out his business cards and encouraged anyone with questions or concerns to contact him directly.

- Jefferson County is still experiencing an epidemic of opioid overdoses averaging a death every other week. The Health department is still offering long-acting naltrexone injections as part of the recovery process.
- Environmental
  - Received funding for CDC intern who will help with groundwater study
  - Will need to hire a new sanitarian due to one going back to school in July
  - Appointments for well and septic inspections are being scheduled within about 7 days of receipt

Discussion and Adoption of Septic System Appeals Process:

The Board heard further comments from the public on the proposed appeals process. It was the unanimous consent of the Board to continue revisions based on public input and present for a vote at the next meeting.

Ms. Smith moved to go into executive session to receive legal advice on the following agenda items:

- Discussion of retaining counsel regarding potential legal liability
- Discussion of potential personnel action
- Introduction and posting for public comment regarding a policy on previously approved lots

Motion was seconded and passed unanimously.

Ms. Cesare moved to exit executive session. Motion was seconded and passed unanimously.

Ms. Smith moved to retain Will Rohrbaugh as outside counsel for the Board of Health regarding issues to the septic installation process.

Approval of February 8, 2019 regular meeting minutes:

Ms. Smith moved to approve the minutes of the February 8, 2019 regular meeting as presented. Motion was seconded and passed unanimously.

Approval of February 28, 2019 special meeting minutes:

Ms. Smith moved to approve the minutes of the February 28, 2019 special meeting as presented. Motion was seconded and passed unanimously.

**Adjournment:**

Meeting adjourned at 1:28 PM.

Respectfully submitted,

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David Didden, Health Officer

**Jefferson County Health Department, WV  
Monthly Activity Report  
for the Board of Health**

**March 2019 Activities**

Services Unit/Program	Activities
<b>Administration- Health Administrator</b>	<ul style="list-style-type: none"> <li>• <u>Financial</u> – No significant items to report. The audit of our 2018 books is ongoing. Our auditor is Ferrari and Associates and you are welcome to stop by and meet them. All year end reports to the State, Social Security, IRS, WV Workforce were completed on time.</li> <li>• <u>Administrative</u> - We continue to improve our documentation and procedures as time permits. We implemented an excel file for monthly time cards to improve on the manual process.</li> <li>• <u>Personnel</u> – We successfully recruited a Sanitarian I who starts Monday the 11<sup>th</sup>. Our position description for an environmental technician was approved by the State DOP and we are recruiting for an RN.</li> <li>• <u>Grants</u> - Completed billing the TP and Immunization grants through December.</li> <li>• <u>TP</u> – Working with Kaitlin to review our documentation and knowledge base in order to prepare for an operational readiness review of TP scheduled for the end of February.</li> <li>• <u>Insurance Billing</u> – Continue to work with the front office staff and Wendi to improve our billing and posting of insurance claims. We have implemented several changes to improve the receipt of funding for each patient encounter.</li> </ul>
<b>Administration- Health Officer</b>	<ul style="list-style-type: none"> <li>• Overdose prevention planning meeting May 14</li> <li>• Quick Response Team</li> <li>• State Targeted Response (Harm Reduction) grant</li> <li>• Outreach to County Commission regarding on site sewage</li> </ul>
<b>Clinical Services</b>	<p>Family Planning:</p> <ul style="list-style-type: none"> <li>• 33 patient encounters</li> </ul> <p>BCCSP:</p> <ul style="list-style-type: none"> <li>• 5 Patient encounters</li> </ul> <p>STD:</p> <ul style="list-style-type: none"> <li>• 18 Patients tested</li> <li>• 8 Patients treated</li> </ul> <p>TB:</p> <ul style="list-style-type: none"> <li>• 6 Skin Tests</li> <li>• 2 Blood Tests</li> <li>• 14 Screening Letters</li> <li>• 2 Direct Observed Therapy patients</li> </ul> <p>Immunizations:</p> <ul style="list-style-type: none"> <li>• 28 Patient Encounters</li> <li>• 48 Vaccines Administered</li> </ul>

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	<p>Infectious Disease:</p> <ul style="list-style-type: none"> <li>• 1 Carbapenem resistant enterobacterieae</li> <li>• 4 Campylobacteriosis</li> <li>• 1 Giardiasis</li> <li>• 3 Group B Strep</li> <li>• 2 Lyme</li> <li>• 1 Hepatitis B</li> <li>• 1 Spotted Fever Rickettsiosis</li> <li>• 1 Strep Pneumo</li> <li>• 1 Salmonellosis</li> <li>• 1 Shigellosis</li> </ul>
<p><b>Environmental Health</b></p>	<ul style="list-style-type: none"> <li>• Establishments Opened: 3 <ul style="list-style-type: none"> <li>○ Opening re Inspection: 0</li> <li>○ Large plan review: 3, Medium plan review: 0, Small plan review: 2</li> </ul> </li> <li>• Establishments Closed: 0</li> <li>• Complaints: 2</li> <li>• Food Handler Classes: 58 signed up for class, 38 attended class</li> <li>• Inspections Food and General: <ul style="list-style-type: none"> <li>○ Food Inspections: 36 <ul style="list-style-type: none"> <li>▪ Food Follow up: 15</li> </ul> </li> <li>○ Hotel/Motel: 1 <ul style="list-style-type: none"> <li>▪ Follow up: 1</li> </ul> </li> <li>○ Child Care: 1</li> </ul> </li> <li>• Food handler cards: 236</li> <li>• Temporary Food Permits: 3</li> <li>• Mobile Food Permit: 2</li> <li>• Well and Septic Information Requests: 53</li> <li>• Well Permits: 13</li> <li>• Well Permit Renewal: 6</li> <li>• Septic Permits: 13 <ul style="list-style-type: none"> <li>○ Alternative systems: 0 <ul style="list-style-type: none"> <li>▪ Mound: 0</li> <li>▪ LPP: 0</li> <li>▪ Drip: 0</li> </ul> </li> <li>○ Conventional system: 13</li> </ul> </li> <li>• Septic Finals: 7</li> <li>• Septic Permit Renewal: 6</li> <li>• Septic Seals DEP: 10</li> <li>• Site evaluation for permits: 46</li> <li>• Subdivision/Minor Plat Changes: 1</li> <li>• Home loan evaluations: 3 <ul style="list-style-type: none"> <li>○ Water evaluations: 3</li> <li>○ Septic evaluations: 0</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"><li>• Rabies: 20<ul style="list-style-type: none"><li>○ Animal Encounter (Bites and scratches) Reports Received: 20</li><li>○ Sent for Testing: 1</li></ul></li></ul>
<b>Threat Preparedness</b>	<ul style="list-style-type: none"><li>• Participated in Quarterly Communication Drill</li><li>• Continued planning for July Medical Countermeasures Exercise with National Capital Region</li><li>• Began planning active shooter drill in collaboration with other county agencies</li></ul>