



**Jefferson County Board of Health
Regular Meeting Minutes: November 8, 2019 9:00am
WVU Extension Office Training Room**

Board Members Present: John Bresland (Chair), Ann Smith, Anh Nguyen

Board Members Absent: Carmela Cesare (Vice-Chair), Damien Hinck, Caleb Hudson (County Commissioner)

Also Present: Marty Freeman (Health Administrator), Dr. Terrence Reidy (Health Officer), Heather Yost (Registered Nurse), Gillian Beach (Sanitarian Supervisor), Nathan Cochran (Assistant County Prosecuting Attorney)

Call to Order:

The meeting was called to order at 9:04 AM by Chairman Bresland. The agenda for today's meeting was presented and accepted.

Public Comment:

No public comments were made.

Old Business:

Review of proposed changes to Clean Indoor Air Regulations to include vaping:

Ms. Beach revised the policy draft based on written comments from the Board, trying to change as little as possible while adding e-cigarettes and vaping, and clarifying that smoking in bars is not permitted in areas where it may contaminate food or equipment as required by 2013 food code. Most establishments' internal policies already prohibit vaping wherever smoking is prohibited. Vaping is included in state regulations, and these changes would align state and local policies. No public comments or questions on the proposed changes have been received; however, the Environmental Health Office has received complaints from the public that our current smoking policy is not strict enough. Mr. Cochran recommended publishing online and in a Jefferson County newspaper, and holding a public hearing prior to adoption/implementation.

New Business:

Agency Activity Report:

- Administrator
 - Agency is fully staffed for the first time in four years
 - Joshua Griffin has passed Sanitarian exam, now doing on-the-job training
 - Gillian Beach is now Sanitarian Supervisor
 - New head nurse Heather Yost is doing great
 - Continuing insurance credentialing for Dr. Reidy and nurse practitioner Nancy Gregory

- Seeing slight uptick in income from private immunizations, but have not changed yearly projections just yet
- Health Officer
 - Reapplied for Harm Reduction grant
 - Quick Response Team grant was not renewed but may be able to get funding elsewhere
 - Positive rabies test on a raccoon yesterday. Environmental Health works with Animal Control to investigate, test, and quarantine.
 - WVU grant for peer recovery coaching
- Environmental
 - Have provided all requested info to My Government Online, waiting for them to build database. Scanning existing permits will be a later project.
 - Continuing to get a steady stream of septic applications
 - Gillian Beach will be taking an FDA risk-based inspections course next week
 - Issued 3 denials for septic system, 27 class 1 permits, zero class 2 permits

Septic Reserve Area regulations:

Members discussed the history of the Health Department requiring a 20,000 square foot septic reserve area, and real estate developers' preference for 10,000 square foot reserve areas. Septic reserve areas include space for installation and future repairs or replacement and cannot be built on or paved over. Ms. Beach is unsure what specific reasoning was used to increase from the state regulations but would prefer to keep it at 20,000 as there is a public health rationale for requiring a larger area. Mr. Cochran believes adopting a policy returning to the state minimum of 10,000 square feet would be the most resistant to legal challenges. Mr. Bresland requested that Ms. Beach put together a presentation on septic systems to help educate the Board.

Agency Activity Report:

- Medical
 - Held 3 free flu shot community outreach events at elementary schools
 - Still have flu shots available at the Health Department by appointment (some locations are out of flu shots)
 - Invited to speak at Kingdom Life Ministries
 - Scheduling Narcan training events and giving out kits
 - Attended Harm Reduction Clinic at Berkeley County Health Department
- Threat Preparedness
 - Attended AAR/IP meeting in D.C. to discuss the Capital Fortitude Full Scale Exercise
 - Met with Mayor of Shepherdstown with Mr. Bresland on finding POD location. Following up with Shepherd University on a suitable location.
 - Working on annual updates to Continuity of Operations Plan

Status report on My Government Online implementation:

[This item was discussed under the Environmental Activity Report.]

Approval of October Financial Reports:

Ms. Smith moved to accept the October 2019 Financial Reports as presented. Motion was seconded and carried unanimously.


Approval of October 11, 2019 regular meeting minutes:

Ms. Smith moved to approve the minutes of the October 11, 2019 regular Board of Health meeting as presented. The motion was seconded and carried unanimously.

Adjournment:

Meeting adjourned at 10:53 AM. The next regular meeting will be December 13, 2019.

Respectfully submitted,


Terrence Reidy, Health Officer

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

October 2019 Activities

Services Unit/Program	Activities
Clinical Services	<ul style="list-style-type: none"> • Family Planning: <ul style="list-style-type: none"> ○ 42 Patient encounters • BCCSP: <ul style="list-style-type: none"> ○ 4 Patient encounters • STD: <ul style="list-style-type: none"> ○ 8 Patient encounters ○ 1 Patients Treated with Medication • Immunizations: <ul style="list-style-type: none"> ○ 114 Patient Encounters ○ 195 Vaccines Administered • Harm Reduction: <ul style="list-style-type: none"> ○ 5 Patient Encounters ○ 0 Needle Exchange Encounters • TB: <ul style="list-style-type: none"> ○ Direct Observed Therapy – 0 ○ Skin Tests – 9 ○ Screening Letters – 4 ○ T-spot blood draws – 1 ○ Chest X-ray – 0 ○ Diagnostic - 0 • Infectious Disease: <ul style="list-style-type: none"> ○ Giardia – 2 ○ Group Beta Streptococcus – 2 ○ Hepatitis A – 1 ○ Hepatitis B – 1 ○ Hepatitis C - 16 ○ Lyme - 6 ○ Animal Bites/possible rabies exposure – 23 ○ Salmonella – 1 • Community Outreach <ul style="list-style-type: none"> ○ Flu vaccine is available by appointment on Tuesdays and Thursdays ○ Outreach flu clinics completed! – 295 vaccinated ○ Free flu clinics are completed! <ul style="list-style-type: none"> ▪ 10/21/19 – Blue Ridge Elementary – 100 vaccinated ▪ 10/24/19 – Ranson Elementary – 78 vaccinated ▪ 10/29/19 – North Jefferson Elementary – 129 vaccinated ○ Total 602 vaccinated for flu so far out in community ○ Outreach with Kingdom Life Cathedral Ministries, Inc. ○ Narcan training to be scheduled later in the year? ○ Increase in STD treatment cost?

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

October 2019 Activities

Environmental Health

- Plan Reviews: 3
 - Small: 2
 - Medium: 0
 - Large: 1
- Establishments Opened: 1
 - Pre-Opening Inspections: 2
 - Opening Inspections: 1
- Establishments Closed: 0
- Complaints: 6
 - Food: 5
 - Septic: 0
 - Childcare: 1
- Food Handler Classes: 1
 - Signed up: 8
 - Attended: 5
- Food Handler Cards: 129
- Food Inspections: 28
 - Routine: 24
 - Follow up: 1
 - Temporary Food Inspections: 3
 - Mobile Food Inspections: 0
- Temporary Applications: 4
- Mobile Applications: 1
- General Sanitation: 1
 - Routine: 1
 - Follow up: 0
- Pool Inspections: 0
 - Routine: 0
 - Follow up: 0
- Pool Water Test: 8
- Well and Septic Information Requests: 48
- Well Permit Applications: 7
- Well Site Evaluation: 7
- Well Permits Issued: 8
- Well Permit Renewal: 0
- Septic Permit Application: 27
 - Conventional System: 27
 - Alternative System: 0
 - LPP: 0
 - Mound: 0
 - Drip: 0
- Septic Site Evaluations: 41
- Septic Permits Issued: 27

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

October 2019 Activities

	<ul style="list-style-type: none">○ Conventional: 27○ Alternative: 0○ Denial: 0● Septic Final: 19● Septic Permit Renewal: 1● Septic Seal DEP: 21● Subdivision/Minor Plat Change: 2● Home Loan Evaluation: 9<ul style="list-style-type: none">○ Water Test: 2○ Water Retest: 3○ Septic Dye Test: 0○ Building Permit Letter: 4○ Demo Permit Letter: 0● Rabies: 23<ul style="list-style-type: none">○ Animal Encounter Reports: 23○ Sent for Testing: 5<ul style="list-style-type: none">▪ Positive: 0
--	--