

Nicholas County Health Department

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Nicholas County Board of Health Meeting

May 17, 2017 – 3:00PM

NCHD Conference Room

MINUTES

Present:

Robin Brown, Vice-Chair
Christina Chapman
Linda Hayes
Dr. Mark Wantz, MD, Health Officer
Rodney Boyce, NCHD Administrator
Marsha Bailes, NCHD Director of Nursing
Debra Jackson, NCHD Financial Officer

Absent:

Mr. Joseph Hoffman, Chair
Elizabeth Morris

Call to Order – Ms. Brown called the meeting to order at 3:07 PM.

The guest speaker, Cheryl Jackson was not present her program has been cut, so she will no longer be attending the meetings.

Meeting Minutes - Ms. Brown entertained a motion to approve the March 15, 2017 Board of Health Meeting minutes. Mrs. Hayes made a motion to approve, and Ms. Chapman seconded the motion. The vote was unanimous in the affirmative. Motion Carried.

Environmental

New Business

At the time of the meeting, there were thirty-seven outstanding routine environmental health inspections and thirty-two open nuisance complaints.

Because of the June 2016 Flood, Nicholas County Board of Education in cooperation with FEMA is constructing temporary pod-style schools for Summersville Middle School, Richwood High School and Richwood Middle School. Summersville Middle School's pods are up and functioning and the cafeteria will be opening soon. Dr. Donna Burge-Tetrick did not know that general sanitation permits were required for the temporary schools prior to moving students into the Richwood High School pod band room. The band director thought the odors in the room were objectionable, and had band students wear surgical masks while in the room. Mr. Boyce went to

the temporary school site and performed an inspection for air quality in conjunction with a state Board of Education representative. Both agencies agreed that the temporary school site was satisfactory, and the proper health department permit was issued. The Richwood Middle School pod is still under construction.

Nursing

Old Business

Mrs. Bailes presented the total revenues received for agency purchased and state supplied influenza vaccine for the 2016-2017 influenza season. Expected revenue is roughly \$16,000 which is double the cost incurred by the agency yielding a net profit approximately \$8,000.

Mrs. Bailes also presented updates from DNA testing clinics. There had been two clinics with a revenue of \$120.

New Business

Mrs. Bailes presented trainings that she and Susan Lewis would be attending in June 2017: (1) an STD training in Weston, a training previously requiring out-of-state travel, and (2) an immunization training in Charleston.

Mrs. Bailes stated that clinical staff conducted an immunization clinic at Cherry River Middle School in coordination with school nurses to accommodate seventh graders requiring immunizations for 2017-2018 school year.

Administration

Old Business

Mr. Boyce informed the board that none of the public health bills introduced before the legislature in 2017 passed. He also informed the board that as of the time of the meeting the state government had failed to approve a budget for FY2018. Secretary Crouch of the Department of Health and Human Resources announced during the legislative session an intention to sell fifty DHHR owned building not directly occupied by that agency. Nicholas County Health Department is housed in one of those building, and it is unclear how or when the announcement will affect the health department.

New Business

Mr. Boyce presented the FY2018 documents for approval each were discussed and approved individually as follows:

NCHD FY2018 Organizational Chart – Ms. Chapman made the motion to approve, and Mrs. Hayes seconded the motion. The vote was unanimous in the affirmative. Motion Carried.

NCHD FY2018 Program Plan – Mrs. Hayes made the motion to approve, and Ms. Chapman seconded the motion. The vote was unanimous in the affirmative. Motion Carried.

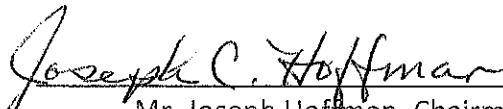
NCHD FY2018 Operating Budget – Mrs. Hayes made the motion to approve, and Ms. Chapman seconded the motion. The vote was unanimous in the affirmative. Motion Carried.


FY2018 Board of Health meetings schedule – Mr. Boyce proposed modifying the schedule of the meetings to avoid the end of year's holidays. New schedule was approved as follows: August 16, 2017, November 15, 2017, March 21, 2018, and May 16, 2018.

Financial

The attached financial report was presented. Ms. Brown entertained a motion for approval. Ms. Chapman made a motion to approve, and Mrs. Hayes seconded the motion. The vote was unanimous in the affirmative. Motion carried.

Adjournment - Meeting adjourned at 4:00 PM


Mr. Joseph Hoffman, Chairman


Dr. Mark Wartz, MD, Health Officer

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