



Nicholas County Health Department

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www.nicholashealthwv.com

Nicholas County Board of Health Meeting
May 22, 2019- NCHD Conference Room

MINUTES

Present:

Joseph Hoffman, Chair
Robin Brown, Vice-Chair
Linda Hayes
Christina Chapman
Tim Kirkland

Dr. Mark Wantz, Health Officer
Kelly Amick, NCHD DON, Adm
Debra Jackson, NCHD Financial Officer

Call to Order: Joseph Hoffman called the meeting to order, 3:10pm

Minutes Approval: Minutes were approved as written.

- Motion from Linda Hayes, Tim Kirkland seconded, motion carried.

Election of Officer: To take effect July 1, 2019

- Linda Hayes nominated Robin Brown as Chair
Tim Kirkland seconded; nomination carried
Robin Brown nominated Christina Chapman as Vice-Chair
Linda seconded; nomination carried

ENVIRONMENTAL: Kelly Amick

- April has 4 remaining inspections and May has 12 left. There are 7 open complaints; 5 in process and 2 have not been reviewed.
- Requested \$5 raise for Curtis Richard, the part time sanitarian for his hard work and dedication to us. Raleigh County Health Department offered him \$5 more than we are paying him, and he declined. Moved to discuss along with the budget.

NURSING: Kelly Amick

- TP outbreak of Hep A is over; no Hep A for about 3 weeks
3 Narcans trainings, lots of TP trainings coming up
- Grant available to Chronic Disease Program – plan to look at the requirements, etc.

ADMINISTRATION: Kelly Amick

- 2018 Audit is scheduled to start June 3
- 2020 Program Plan & Budget – Salaries for part time employees and sanitarian was discussed. Increases in interest, state aid, and levy from the Board of Education helps with the budget this year. After discussion increases were approved for the part time sanitarian and office assistant. Increase for the sanitarian

FINANCIAL: Debra Jackson

- Debra Jackson gave the bank balances; she will email the financials after the meeting.

NEXT MEETING:

- August 14, 2019

ADJOURN:



Robin Brown, Chairperson



Dr. Mark Wanty, MD, Health Officer

Date: Sept 4, 2019