

NICHOLAS COUNTY BOARD OF HEALTH MEETING MINUTES

May 26, 2021

Present: Robin Brown, Board Chair
Christie Chapman, Board Vice-Chair
Timothy Kirkland
Shauna Shafer
Dr. Mark Wantz, Health Officer
Kelly Amick, Administrator
Ronald Isom

Absent: Linda Hayes

Call to order – Robin Brown

Motion to accept March 17, 2021 minutes made and seconded. Motion carried

Environmental report – There were 13 Sewage permits in March and 5 in April and May. There are 15 complaints out with 5 uninvestigated. Inspections have been delayed, because Beth has been doing contact tracing for Covid. Festivals and fairs season is about to start. There were 16 animal encounters since March. There is need for a second Sanitarian and Dakotah Taylor is interested in it.

The old business from the March 17, 2021 meeting of increasing the Permit Fees \$25.00 each and Fees for Service by \$10.00 each was discussed. Tim made a motion to accept the increases and Christie seconded. The motion passed. Now the increases will have to be posted for 30 days for comment.

Nursing report – Most of the time has had to be devoted to Covid Response. There have been many school outbreaks. All extended care facilities clients have been vaccinated. There have been some Covid variant cases. Four are in process. They have been vaccinated. Kelly stated that a booster may be needed. WVU is looking into whether boosters are to be recommended. In the active cases there have been no serious illnesses, so the treatments seem to be effective. There have been no deaths from Covid recently. There was one death, but it turned out to be pneumonia related with other health factors. No immunization clinics are planned, but 60 to 100 people per week are seen at the Health Department. 566 people have been vaccinated in the last 30 days. One church had an outbreak. A trip to Amish Country resulted in an outbreak at a Baptist Church.

There is one active TB patient. 2 have gone into latency in the last month.

Kelly is trying to hire a student nurse as a temporary employee.

There may be a way to use a volunteer student that wants to get experience in contact tracing. Kelly plans to contact New River School of Nursing and the Fayette County School of Nursing.

Financial – Ron Isom, Accounting Tech II provided financial statements. Tim moved to accept the reports and Christie seconded. The motion passed.

There is an audit exit interview scheduled that will require the attendance of one Board member. Shauna volunteered to participate.

Some back billing for flu vaccinations has been collected due to the efforts of Ginny Hayslette. Her repeated billing revisions and with help from the State Insurance Commission resulted in collecting over \$3,000. Some of the billings were 2 to 3 years old.

Administration – The condition of the 2 jeeps is poor with repeated breakdowns. There was discussion of using County Commission funding from this fiscal year and next fiscal year to replace these vehicles. There was a motion to use County Commission funding from this year to purchase one Jeep replacement and to use County Commission funding from next year to replace the other Jeep replacement with no specification of what kind or brand of vehicle to purchase. The purchases are to be made from the WV State purchasing contract. Shauna moved and Tim seconded the motion. The motion passed.

Kelly reported that the Information Technology Office has been contacted to install a computer Wi-Fi system for the Health Department. The Board had no objection.

Kelly reported that new and more computers are needed especially considering the addition of more employees. The Board had no objection.

Kelly reported that there is need for another user on the Quickbooks software. The Board said there was no motion needed.

Kelly reported that a vendor had requested to install a water, coffee, and snack machine. There was discussion of whether the Health Department would get anything from the proceeds. None were offered. The Board said no all around.

Kelly said the guidance for the FY 2022 Program Plan has been issued and is due for submission by 06/30/2021. It needs Board approval, so the Board decided to have the next Board meeting on 06/16/2021 to review and vote on the Plan.

The Auditor suggested that since the direct deposits are being made to the Money Market account, the rest of the deposits should be made to that account. There were comments that the Health Department would make more interest in the Money Market account, so it sounds like a good idea. Tim moved to change the deposits to the Money Market account and Shauna seconded. The motion passed.

Next Meeting:

June 16th, 2021 at 3:00 p.m.

Adjournment: 4:23 p.m.

A handwritten signature in black ink, appearing to read "Robin Brown", written over a horizontal line.

Robin Brown, Board Chair

A handwritten signature in black ink, appearing to read "Mark J. Wantz, MD", written over a horizontal line.

Dr. Mark Wantz, Health Officer