

Wheeling-Ohio County Board of Health

Minutes of May 10, 2011 regular meeting

The Wheeling - Ohio County Board of Health met on Tuesday, May 10, 2011 in the conference room of the Wheeling-Ohio County Health Department (WOCHD or department).

Board members present were Dr. John Holloway, Gloria Delbrugge, Tom Tuttle Wilkes Kinney, and Cheryl Wonderly. Staff present included Dr. William Mercer, Health Officer/Secretary and Howard Gamble, Administrator of the WOCHD. Guests included Pam Wilson, Regional Tobacco Prevention Coordinator; Claudia Raymer, Ohio County FRN Director; Shelley Hanson, Wheeling Intelligencer; Karen Shuler Stakem, The Goodwin Group and Ernie Pandelos. Mr. Caruso called and would not be able to make the meeting.

The minutes from the March 8, 2010 meeting were reviewed and approved by the Board. Dr. Holloway recognized Ernie Pandelos who gave a short presentation to the Board. Mr. Pandelos commented on the amount the department charges for fees. He also commented on the need for more young people to go into business. Two letters were presented to Board members from Lisa's Har Um and Our Lady of Lebanon Church.

Dr. Mercer updated the Board on the recent Wheeling Hall of Fame induction program. A former health officer, Dr. Reeves, was inducted into the hall of fame and Dr. Mercer accepted the induction.

Howard Gamble presented the Administrator's Report. Perry and Associates has concluded our FY 2010 annual audit. The Board was presented with a copy of the audit report. No findings related to the audit were found.

The department hired Emily Mustachio, a temporary WIC staff, for the Marshall County WIC office. The staff was hired with additional funding from the State WIC program for outreach in our area. Emily began work on 4/2/11 as a Nutritionist 1. Howard asked the Board to approve the hiring. The Board approved the hiring.

Howard discussed Board re-appointments. Both Wilkes Kinney and Gloria Delbrugge will have expiring terms on June 30, 2011. Both members express their desire to continue to serve on the Board of Health. On behalf of the Board, letters will be sent to both the City and County asking for re-appointments.

The department anticipates working with OVMC on a joint community needs assessment. Both agencies are required to do a needs assessment and the collaborative effort will save time and resources.

Health department food service permit applications are now being sent out to establishments in Ohio County. Following a request last summer to the State Health Department the department will change the additional "liquor fee" for establishments that hold a WVABCA

Class A license. The State Health Department clarified the language in the permit fee rule so that only the top three classes of WVABCA's Class A licenses should be required to pay the extra fee for food service establishment permit fees under the rule 64CSR30. This language is on the permit application.

The Annual Program Plan was presented to the Board. Several areas of the plan were discussed including areas that need approved, commitment letters from the City and County and a discussion of the budget portion of the plan. Howard asked for Board approval of the plan and the necessary signatures for Board Chairman and the Health Officer. The Board approved the plan.

Beginning July 1 the department will offer PPD Skin testing on Mondays. Also the department will offer evening immunizations clinics in July and August to assist families and kids going back to school. Clinics will be on Wednesdays, from 4-7. Appointments are urged and parents should bring the child's shot record to the clinic.

The department's seasonal flu clinic has ended. The department will be working with VaxCare again in the fall for the 2011-12 flu season. The program with VaxCare was very successful for the department and we made \$4515. The Board was presented with the March & April 2011 Client Encounters report.

The Board was updated on unknown spill in Buffalo Creek in Brooke County. The department was notified of a spill and it was being monitored by several agencies in Brooke and Ohio Counties, as well as the State of West Virginia. Test results showed "volatiles" present. Further testing and investigations will be conducted.

The department has been active in testing well/spring water for Ohio County residents concerned about gas drilling either on their property or near by. The Wheeling-Ohio County Health Department has the ability to collect water well samples for individuals concerned with water well contamination in conjunction with gas well drilling. The health department charges a small fee for the collection of samples. The West Virginia Bureau for Public Health, Office of Laboratory Services charges a set fee for testing water samples specific to oil and gas pre-drilling. (Currently this fee is \$235.00 as of 3/28/11) It is recommended that the tests be done prior to drilling and again after drilling has been completed. The Oil and Gas Pre-Drilling testing parameters includes: Alkalinity, Chloride, pH, Sulfate, Surfactants, Total Dissolved Solids, Total Hardness, Turbidity, Arsenic, Barium, Chromium, Iron, Sodium and Total Organic Carbon. The West Virginia Office of Laboratory Services can also test for the following Metals, Non-Metals and Organics for additional fees. A laboratory fee, shipping fee and health department water testing fee (\$35.00) apply for each time a sample is collected. Fees may change due to current shipping costs. Local private laboratories may be used to conduct the testing listed above or additional testing as requested. If testing data generated from any sample is to be used or potentially used as evidence in litigation or an enforcement action, then:

- The sample must be taken by a designated trained sampler
- Designated samplers may be county or state sanitarians or state district engineers

- Designated samplers must acquire sample kits directly from the laboratory
- Samples for parameters that require ice for shipment must be received at the correct temperature within the specified holding time
- The samples should be taken before the water has passed through any water purification equipment that may be installed.
- Samples that have significant amounts of suspended material present will not be tested for surfactants, turbidity, chloride and sulfate

The customer should be aware that the sampling kit does not indicate that the water quality issues are directly linked to the Marcellus Shale fracking fluid. Each drilling company has their own fracking fluid recipe, which makes testing for individual compounds difficult. So, the test kit, if done before and after the Marcellus Shale drilling will identify changes in their water quality, which may be due to the drilling. Arrangements and fees are the responsibility of the homeowner or person making the request. Arrangements can be made for this service through the health department by contacting our environmental staff.

On June 24 we will hold a PUBLIC HEALTH SURVEILLANCE CONFERENCE at Oglebay. This conference is being organized by our regional epidemiologist. Registration is free and more information will follow. During the month of April, 2011, there were 6 outbreaks reported in West Virginia. Six (100%) outbreaks were confirmed as outbreaks or clusters of disease. Five outbreaks were reported from healthcare facilities and one was reported from a school. Among healthcare-associated outbreaks, 3 were reported from long-term care facilities (LTCFs), 1 from an outpatient clinic, and 1 from a hospital. The rest of this report describes the types and reporting sources of the outbreaks:

Respiratory disease outbreaks during the month of April, 2011 (Total 1)

Type of Outbreaks	Number of outbreaks	Reporting Source	Laboratory Testing
Influenza	1	LTCF	Confirmed; Influenza A H3

Enteric disease outbreaks during the month of April, 2011 (Total 2)

Type of outbreak	Number of outbreaks	Reporting Source	Laboratory Testing
Acute Gastroenteritis	2	LTCF	Not done

Rash illness outbreaks during the month of April, 2011 (Total 2)

Type of outbreak	Number of outbreaks	Reporting Source	Laboratory Testing
Scabies	1	Outpatient Clinic	Not done
Varicella	1	School	Confirmed

Other outbreaks during the month of April, 2011 (Total 1)

Type of outbreak	Number of outbreaks	Reporting Source	Laboratory Testing
Carbapenem-Resistant <i>Klebsiella pneumoniae</i> (CRKP)	1	LTCF	Confirmed

The department is participating in two additional Threat Preparedness grants. The Northern Panhandle Public Health Emergency Preparedness Region PHEP Supplemental Grant. This is a \$47,473.00 grant which runs from January 15, 2011 thru August 9, 2011. Funds will be administered through the WOCHD. The Public Health Emergency Response (PHER) Extension

Grant. This is a \$211,679 grant which runs from October 1, 2010 - July 31, 2011. WOCHD will use \$40,335 for county related programs. Funds will be administrated through MCHD.

The department placed a bid announcement in the paper and on the website for several purchases related to both of these grants. The administrator asked the Board to approve the Bids. The Board approved the bids. The bids are:

- o 1 Portable vaccine cooler
- o 3 laptop computers
- o Storage cabinet system for auxiliary storage room
- o 10 radios capable of operating on the WV Interoperable Radio System
- o 5 rapid vaccination kits

The department also received a \$5000 grant from NACCHO for Medical Reserve Corp programming.

The Administrator gave a report on WIC activities. WIC is now mailing vouchers to clients that complete nutrition education online. The clients complete one of the online classes, then contact the WIC office to report the completion of the class. The WIC staff member gathers and documents information from the client and then mails their vouchers with an appointment letter for their next appt. The Brooke office is piloting a new method for scheduling. It is referred to as "today and tomorrow scheduling". The client is seen in clinic and is then instructed to contact the office a week before they are due to be seen for their next appointment. The WIC staff then offers an appointment that will fit into the client's schedule for the week they are due to be seen. This method of scheduling has been shown to reduce the percentage of no-shows. It will also allow for the office to see new clients the day they call for an appointment if they are available. This method of scheduling allows us to work in walk-ins more easily. The Nutrition staff and Breastfeeding Peer Counselors are completing an international, online webinar for breastfeeding education and will receive 22 continuing education hours. This webinar is cost effective and supplies staff with the latest research in regard to breastfeeding. Outreach staff is busy promoting the WIC Program on a weekly basis, by attending health fairs, job fairs, conducting readings at local libraries, Head Start Centers, day care centers and preschools. Tammy Amos, Local Agency Outreach Coordinator, and Robert Wines, State Outreach Coordinator, planned and conducted a focus group with current WIC clients so that we can improve our service to those we serve. The results of the focus group meeting will be discussed at the July, 2011 Local Agency WIC Director's Meeting. Mr. Wines stated the meeting was very productive and successful and stated the remarks made were very favorable to the WIC Program and our staff

The Board was presented with a department Financial Report. The financial report included the department's current Aged Receivables and January and Year-to-Date financials. The financial statements were presented to the Board.

In Old Business the administrator discussed with the Board the proposal of changes to the current Clean Indoor Air Regulation. Board members were previously presented with a copy of the proposal of changes. The administrator discussed the footage rule and the outdoor provisions in the proposal. One of the reasons for bring this to the Board is need to make some

corrections to the current regulation. Currently the Bingo reference has a mistake. There are also some outdated references in the regulation, including Personal Care Homes. There is also a need to address two new issues with the regulation; E-Cigs and footage requirements. The proposal of changes also includes some enhances changes, including public outdoor venues, enhanced clarification of definitions, and increasing the coverage of the rule. Board Chairman, Dr Holloway, asked Board members to review the proposal of changes and submit any questions, concerns or issues to the Administrator. During the June meeting the Board finalize discussions on the proposal and will vote on setting a future public comment period and a public hearing.

Following the New/Old Business report, the Board adjourn into Executive session. Following the Executive Session, the Board adjourned back into regular session. During the executive session Board members were presented with two personnel issues. The Board approved the reduction in title and salary for Nada Beneke. Nada has been the Sanitarian Supervisor since 7/1/01. At this time the department does not meet the specifications for the need for a sanitarian supervisor. Nada will be reallocated to a Registered Sanitarian and her salary will be reduced by \$1400 per year (amount of the 7/1/01 increase). This will be effective July 1, 2011. The Board also approved a 1.5% increase in salary for the following positions, effective July 1, 2011.

Position	Current Salary	FTE	Increase	Total Cost
Becky Beckett, RN, Nursing Director 1	\$44,082.00	1.00	661.23	44,743.23
Nada Beneke, RS, Reg. Sanitarian	\$36,274.00	1.00	544.11	36,818.11
Janette Fahey, OA2	\$24,944.00	1.00	374.16	25,318.16
Garen Rhome, Sanitarian	\$24,912.00	1.00	373.68	25,285.68
Howard Gamble, MPH, LHA1	\$53,232.00	1.00	798.48	54,030.48
Laughlin Johnson, Reg. Sanitarian	\$29,451.00	1.00	441.77	29,892.77
William Mercer, MD, Health Officer	\$33,408.00	0.10	501.12	33,909.12
Margaret Sall, RN, Nurse 3	\$33,191.00	1.00	497.87	33,688.87
Nancy Shalvey, RN, Nurse 1	\$13,331.00	0.40	199.97	13,530.97
Lee Ann Speare, OA2	\$22,516.00	1.00	337.74	22,853.74
Tina Vetanze, OA1	\$18,552.00	1.00	278.28	18,830.28
Sharon Welch, RN, Nurse 3	\$15,000.00	0.40	0.00	15,000.00
Total	\$348,893.00	9.90	\$5,008.40	\$353,901.40

The Board set the next regular meeting for Tuesday June 14, 2011 at 12:00 p.m.

SUBMITTED BY

APPROVED BY

William C. Mercer, MD, Health Officer
May 10, 2011

John Holloway, MD, Board Chairman
May 10, 2011