

Wheeling-Ohio County Board of Health

Minutes of January 8, 2008

The Wheeling - Ohio County Board of Health met on Tuesday, January 8, 2008 at the Conference Room of the Wheeling - Ohio County Health Department (WOCHD).

Board members present were Dr. John Holloway, Debbie Wilcox, Chris Carder, Brent Bush and Jim Swann.

Others present included Dr. William Mercer, Health Officer/Secretary; Howard Gamble, Administrator WOCHD; Mark Davis, WWVA; Shelley Hanson, Wheeling News Register; WTOV-TV9 and WTRF-TV7; Beth Dowler, WOCHD WIC Program Director; Becky Beckett, Nursing Director; Nada Beneke, Environmental Supervisor; and Lee Ann Speare, Office Assistant.

Prior to calling the meeting to order Board Chairman, Dr. John Holloway recognized Mary Landis with the Wheeling Fire Department for her efforts in the October Walk for Women. Mary was presented with a plaque (copy of the plaque is attached) and thanked her for her support and efforts during the 2007 Walk. Board Chairman, Dr. John Holloway called the meeting to order at 12:10pm. The minutes of the December 9, 2007 meeting were approved on the motion of Chris Carder, seconded by Debbie Wilcox.

Two individuals had requested to present before the Board of Health. Dr. Bernard J. Grubler, Jr. was recognized by Dr. Holloway to discuss a brief history of the Dental Program in Ohio County. Dr. Grubler requested that if the Board of Health could assist with future expansions in the Ohio County Dental Program it he would be very appreciative. Attached is the document that Dr. Grubler left for the Board of Health.

The second individual, Mr. Robert Heldreth, who requested to present before the Board of Health was not present. Board Chairman Dr. Holloway did recognize several individuals from the Cave Club in Wheeling who presented the Board with a letter concerning the Clean Indoor Air Regulation. This letter was previously forwarded to the Board of Health. Following a lengthy discussion on the letter and the WOCBOH Clean Indoor Air Regulation, Dr Holloway thanked the individuals for coming and the members left the meeting.

Dr. Holloway asked Dr. Mercer to give his Health Officer's Report. Dr. Mercer presented to the Board the Position Statement of the WVDHHR/WV Bureau for Public Health on Clean Indoor Air Regulations. The Board asked that this statement be sent to Board members. Dr. Mercer then updated the Board on the upcoming educational programs with the "Joe Too Cool To Smoke" campaign.

Brent Bush asked that the statue be present at the February 7, 2007 WJU special basketball game.

Dr. Holloway asked Howard Gamble for the Administrator's Report. Nada Beneke, WOCHD Environmental Supervisor updated the Board on the monthly WVEDSS report. This report includes cases reported to the WVEDSS for which case status has been confirmed by the WVBPH. The report was dated 1/4/08. A copy of the report is attached.

Becky Beckett, WOCHD Nursing Director updated the Board on her investigations and client report for December 2007. This report compared epidemiology and clinical services in 2006 and 2007 at the WOCHD. Becky also presented to the Board a draft proposed policy on "Bloodborne Pathogen Exposure Control Plan".

WIC Director Beth Dowler updated the board on several grants. WIC was not approved for a special grant to employ an Outreach person; however, the State WIC Office is looking into providing special funds to allow this to happen. WIC did get funding through a USDA grant to complete landscaping and replace decking at the Wheeling WIC Office. Grant total was \$11,500.00.

WOCHD Administrator Administrator's Report updated the Board on the following:

- The county health departments in the northern panhandle received approval for the 2008 Radon Awareness Grant. This is a \$9,000.00 grant that will be used for the promotion of radon awareness.
- WOCHD was approved for a \$5,000.00 WVBPH Emergency Grant to upgrade our financial software system. A consultant is currently working with the staff on this new system.
- The WOCHD was approved for a \$15,000.00 grant from the Claude Worthington Benedum Foundation for the web-based interactive training tool to encourage use of the Wheeling Walks program, a population based campaign to promote walking, by other communities.
- The WOCHD is in the final stages of the approval of our Threat Preparedness grant agreement for 2007-08 FY. This is a \$138,566.00 award.
- The WOCHD has prebooked Flu Vaccine for 2008. At this time we are booked for 900 doses. We can reduce this amount as we need, before the vaccine is shipped.
- The Board was presented with a revised Food Service establishment permit application. The application that the health department uses needs to have additional clarification added. Brent Bush made a motion to accept the changed application, seconded by Debbie Wilcox and approved by the Board.

•The office will be closed on January 21 for Martin Luther King Day, this is a federal holiday.

The Board discussed and approved the health department bills for payment, Motioned by Wilcox and Seconded by Carder.

The Board discussed old business items. The Wheeling-Ohio County Board of Health Bylaws was discussed. Dr. Holloway asked that several changes be made to language in the document (changing of *wills* to *shalls*, the removal of references to months in Article IV and removing references to months in Article V). The Board will again review these changes at the February 2008 meeting.

There was no new business. Following the open meeting the Board moved to go into executive session (motion of Chris Carder, seconded by Debbie Wilcox) to discuss employee compensation issues.

With no further business the Board meeting adjourned, motion by Wilcox and seconded by Bush, at 1:30 p.m. The next regular meeting will be held on Tuesday, February 12, 2008 at 12:00 p.m.

SUBMITTED BY

William C. Mercer, M.D., Secretary

February 12, 2008

DATE

APPROVED BY

John Holloway, M.D., Chairman

February 12, 2008

DATE