

Wheeling-Ohio County Board of Health
Minutes of November 15, 2022, regular meeting

The Wheeling - Ohio County Board of Health met on November 15, 2022, at 12:00pm in the City/County Building, Ohio County Commission office, Wheeling West Virginia.

Board members present were Dr. John Holloway, Erik Harris, Elisabeth Slater, Chad Thalman and Tom Tuttle. Staff present included Howard Gamble, Administrator of the Wheeling-Ohio County Health Department and County Health Officer Dr. William S. Przybysz.

The meeting was called to order by Board of Health Chairman Dr. John Holloway.

Minutes of the September 13, 2022 Board of Health meeting were distributed to members prior to the meeting.

The administrator gave a report of department programs and services as well as a short update on COVID activities in Ohio County.

At the request of the State STD program the department is expanding STD and HIV testing opportunities. An updated clinic calendar has been developed. Department looking at getting trained in performing rapid HIV testing.

The department is in the processing of updating the 2023 Food School calendar. classes are held at least twice a month at the department and 6 times a year at either Oglebay or Wheeling Park. In addition to these schools, staff often go out to businesses to do smaller trainings. We also have agreements with three on line food schools (www.statefoodsafety.com, www.TAPSeries.com and <http://www.wvfoodhandlers.com>) for online training. The department is looking to increase this option by one more in 2023 with Serve Safe.

The administrator gave a short update on Dogs in Food Service areas. There is a small movement in area and across the state to allow pet dogs into selected areas or operations of a food establishment. In 2021 HB 2427 expanded language in 64CSR17 (Food Establishment state rules) to allow for dogs into selected areas of a food establishment as long as specific criteria was met. This includes

- Exterior play area
- Dog owner can certify that dog is current in rabies vaccination
- Establishment is a licensed PRIVATE CLUB, BREW PUB or MICRO DISTILLERY
- Establishment has liability insurance for dog related incidents
- Dog accidents are cleaned and sanitized
- Signage

In addition to this there are proposed changes to the US FOOD CODE to permit pet dogs in outdoor dining areas. There are health department concerns with these changes as well as a potential economic and social benefit.

The administrator gave an update to the Board concerning two Septic Issues in the county the first was with 1210 & 1230 Washington Farms and the other was with the Scenic Sites venue.

The Board was provided with state presentations concerning flu and other respiratory diseases. While vaccination has increased this past month, we are seeing no significant increase in vaccination uptake compared to last season despite widespread media coverage of the current respiratory season. Influenza surveillance data indicates an early onset of flu season here in West Virginia. Flu season hasn't hit this early in the past six years. Right now, it only appears that flu season has arrived earlier than in years past, it is not clear how severe the spread of flu illness will be yet this winter. Respiratory Syncytial Virus (RSV) continues to cause high rates of morbidity, with RSV related visits increasing again, accounting for 3.5% of all emergency department visits for the week ending November 5, 2022. Virologic surveillance data also indicates that human metapneumovirus is also circulating widely across West Virginia. Please see attached respiratory trend data. Thank you

West Virginia is monitoring the Ebola outbreak in Central Uganda. No suspect or confirmed cases have been reported in the United States or outside of Uganda to date. As part of the public health response US bound air passengers who have been to Uganda in the prior 21 days are being redirected to five US airports, designed to reduce the risk of introduction and spread of disease in the US. Local health departments will be notified by the Emerging Infectious Disease Team when a West Virginia resident returns from Uganda that needs to be assessed and monitored. As of November 7, 2022, a total of 19 WV residents have been monitored by the the Emerging Infectious Disease Team, however as new travelers return this will be a responsibility of the local health department. Please review attached related materials which outlines responsibilities of local health departments.

Two new WIC staff were hired recently. A Health and Human Services Associate and a Health and Human Services Aide. These two new hired brings the WIC staffing level up to 14 for the 5 offices in the Panhandle.

With the new WIC contract a salary increase was planned and budgeted. The department is proposing a 5% across the board base building salary adjustment for all permanent (classified) WIC staff, to be effective January 1, 2023. The funds for this increase will come from the WIC contract. Once approval is granted by the Board of Health, the department will submit an official proposal to the WVDOP by November 21st for the December 16th WVSPB meeting. This increase effects 14 staff of the WIC program. The Board approved the increase.

The department was notified that the lease for the Weirton Office will need to be modified. The Weirton WIC office is located in a larger professional building on Pennsylvania Ave. The owner is selling the property. The department was notified this week the WIC program will need to be out of this location by the end of February 2023. A modified lease

will be sent to the department. WIC staff and WOCHD staff will begin to search for another office/clinic location.

In Unfinished Business the administrator gave a short update on the department's needle exchange application to the West Virginia Office of Health Facility and Licensure. At the time of the meeting no notification has been received by the department concerning the application.

In New Business, the Board was presented with September and October 2022 financials. The financial review included a year-to-date General Ledger Trial Balance and account payables and payroll reports. The administrator presented to the Board a draft 2023 meeting calendar. The Board approved the 2023 calendar.

The administrator presented a draft Positive Pay policy for the department.

POSITIVE PAY PROGRAM – UNITED BANK

A positive pay program was set up between the department and United Bank in 2022 to assist the department in eliminating the risk of losing money due to fraudulent activities the agency's accounts. Positive Pay is a cash management service used by United Bank to detect fraud. Positive Pay works by matching the dollar amount of each check, the check number and the account number that is presented for payment against checks that have been previously authorized and issued by the business. If these three components do not match up, the check is not paid. With each Payroll and AP check run the department submits a check register to the Ohio County Sheriff's Office/Tax Office. This has all eligible checks that can be paid during a Payroll pay period and/or Account Payable pay period.

The administrator explained the program and asked for approval. The Positive Pay policy was approved by the Board.

The administrator requested Board of Health approval for an additional day off for December 27, 2022. The Board approved the additional day off.

With no other business before the Board, the Board moved for adjournment. The next regular Board of Health meeting is scheduled for January 10, 2023.

SUBMITTED BY

William S. Przybysz, MD, Health Officer
January 10, 2023

APPROVED BY

John D Holloway, MD, Board Chairman
January 10, 2023