

Wheeling-Ohio County Board of Health
Minutes of September 9, 2014 regular meeting

The Wheeling - Ohio County Board of Health met on September 9, 2014 in the Wheeling City Council room in the City/County Building.

Board members present were Dr. John Holloway, Wilkes Kinney, Gloria Delbrugge, Tom Tuttle, Cheryl Wonderly and Michael Caruso. Staff present included Dr. William Mercer, Health Officer/Secretary and Howard Gamble, Administrator of the Wheeling-Ohio County Health Department (WOCHD or department), several members of the public, Mike Olejasz with the Ohio County Prosecutors Office and a representative from the Wheeling News Register.

The meeting was called to order. The Board adjourned into Executive Session, with Mike Olejasz, to discuss a legal matter concerning a Freedom of Information Act request. The Board moved back into their regular meeting. No decision or action was taken in the Executive Session meeting.

The minutes from the July 15, 2014 were mailed to members prior to the meeting for review. Minutes were reviewed and accepted by the Board.

Board Chairman, Dr. Holloway, did not have a report. The Chair recognized two individuals who signed up to present to the Board as well as another individual who wished to present.

- Mary McGuire discussed with the Board the concern of smoking in public places, specially the Heritage Port. She also asked that the Board put the 2011 proposed regulation back on the agenda for discussion.
- Martha Polinsky, Ohio County Tobacco Coalition chair, addressed the Board concerning smoking at the Heritage Port area and read a statement on behalf of the Ohio County Tobacco Coalition.
- Osi Imomoh, president and general manager of Wheeling Island Hotel-Casino-Racetrack ask that the Board keep an open mind when discussing any changes to the current clean indoor air regulation.

Dr. Mercer gave his Health Officer's report. An update was given on the upcoming flu season, include vaccinations. Dr. Mercer also discussed the recent emergence of Enterovirus D68.

Howard Gamble presented the administrators report. Ohio County will host the 2014 West Virginia Public Health Association annual conference on September 17-19 at Oglebay Resort and Conference Center. This is the 90th year for the annual public health conference. Wheeling Mayor Andy McKenzie will open the conference on Wednesday afternoon followed by Joyce Gaufin, President of the American Public Health Association. Concurrent section programs will be held on Thursday providing topics on Dental, Environmental Health, Laboratory and Epidemiology, Professional Clerical, Finance and Technology, and Nursing.

The WOCHD has achieved conditional approval for the FY 2015 Program Plan. The State Health Department noted two concerns that need to be address prior to receiving full approval. These concerns are:

- Providing the funding contract from the City of Wheeling. This contract has not been returned to the department. It is still with the City and needs to be approved by the City Council.
- Agency's cash reserves are below the required three months operating cash on hand. A written response was provided to the State Health Department by the Administrator that addressed this concern.

The health department is in the process of hiring a new Regional Epidemiologist. Job posting and announcement has been made through the West Virginia Division of Personnel. The department is now waiting for the release of the potential candidate list.

Megan Gallaway, Kent State University College of Public Health MPH candidate and 2014 Summer Intern with the Wheeling-Ohio County Health Department, was introduced to the Board. Megan gave a presentation to the Board called "Potential Effects of a Bare Below the Elbows Dress code in Acute Care Facilities: An Examination of Policies to Reduce Hospital-Acquired Infections in Ohio County, WV". Megan did an internship at the health department this summer. Part of her internship involved working with our staff, doing some minor inspections and other details. Megan also did an independent study on infection rates and disease control. This presentation is her research project.

In New Business the Financials were presented to the Board for the months of July & August. Department bills and payroll, aged receivables and the year to day financials were presented and reviewed. The administrator did not have any unusual issues with the financials. The board discussed each document and the reported was accepted.

In other New Business, the Wheeling-Ohio County Health Department is proposing to implement a 1.5% base building (across-the-board) salary adjustment for all WIC Program (classified) employees to be effective November 1, 2014. A November start date is necessary because this proposal must also be approved by the West Virginia Personnel Board during their October 21st meeting. Following the approval from the WOCBOH the department will submit the salary increase proposal to the WVDOP Board and request to be placed on the agenda for the October 21, 2014 meeting. The Board held a short discussion on the raise and the approval was approved.

Proposed 2014 1.5% salary increase for WIC staff.

WIC Employees									
Last Name	First Name	Title	Division	Grade	FTE	Hire Date	Current Salary	New Salary	Notes
Adams	Shelia	OA1	WIC	3	1	11/1/1995	\$19,989.44	\$20,264.29	Full-time
Amos	Tammy	Nurse1	WIC	14	1	5/1/2000	\$33,346.98	\$33,805.50	Full-time
Berardinelli	Jan	Nurt3	WIC	15	1	7/1/1985	\$37,092.56	\$37,602.58	Full-time
Bonicy	Darlene	LabAst1	WIC	4	0.8	2/1/1995	\$17,761.51	\$18,005.73	Part-time (80%)
Chiodi	Sue	OA1	WIC	3	0.6	2/2/1998	\$11,786.00	\$11,948.06	Part-time (60%)
Dowler	Beth	NutDir	WIC	17	1	10/31/1984	\$41,377.57	\$41,946.51	Full-time
Eames	Kimberly	HHS Aide	WIC	5	0.6	12/1/2002	\$11,465.14	\$11,622.79	Part-time (60%)
LaRue	Susan	Supv1	WIC	9	1	3/1/1990	\$27,531.96	\$27,910.53	Full-time
Mattone	Mary	OA1	WIC	3	1	2/2/1998	\$20,026.53	\$20,301.89	Full-time
Patterson	Carol Ann	HHS Aide	WIC	5	0.8	4/1/2010	\$15,286.85	\$15,497.04	Part-time (80%)
Sieglwart	Cynthia	OA1	WIC	3	1	1/3/1994	\$20,211.93	\$20,489.84	Full-time
Tennant	Heather	HHS Aide	WIC	5	0.8	9/1/2012	\$14,841.60	\$15,045.67	Part-time (80%)
Varlas	Barbara	Nut1	WIC	12	1	1/1/2000	\$30,025.88	\$30,438.74	Full-time
Warzynski	Barbara	Nut1	WIC	12	0.8	8/1/1995	\$27,008.46	\$27,379.83	Part-time (80%)
Williams	Peggy	Nurse1	WIC	14	1	12/1/1994	\$33,834.74	\$34,299.96	Full-time

The administrator presented the seasonal flu vaccination resolution to the Board. The resolution strongly recommends the annual influenza vaccination for all HCWs to prevent transmission of influenza; and encourages all healthcare organizations to adopt policies that require annual seasonal influenza for employees and appropriate exemptions for those not eligible for vaccination. The Board approved the resolution and was signed by each member.

In Old Business the Board held a discussion on the Clean Indoor Air regulation and moved to set up a working subcommittee to discuss issues with local organizations. The Committee will be Dr. Holloway, Dr. Mercer, Howard Gamble, and one other Board of Health Member.

Following New/Old Business the administrator informed the Board that a Chairperson needed to be appointed by the Board for FY 14-15. Dr. John Holloway was nominated and re-appointed Chairperson by the Board and will serve until June 30, 2015.

The Board then set the next meeting for October 24, 2014. The Board then adjourned.

SUBMITTED BY

William C. Mercer, MD, Health Officer
November 25, 2014

APPROVED BY

John Holloway, MD, Board Chairman
November 25, 2014