

Wheeling-Ohio County Board of Health

Minutes of July 9, 2019 regular meeting

The Wheeling - Ohio County Board of Health met on July 9, 2019 at 12:00pm in the City/County Building, City Council Chambers, Wheeling West Virginia.

Board members present were Tom Tuttle, John Holloway MD, Elisabeth Slater and Laura Chapman. Staff present included Dr. William Mercer, Health Officer/Secretary and Howard Gamble, Administrator of the Wheeling-Ohio County Health Department (WOCHD or department). Others present were the media and staff from the health department.

The meeting was called to order. Minutes from the May 14, 2019 meeting were distributed prior to the meeting in the Board members meeting packets. Minutes were approved.

Board of Health Chairman Dr. John Holloway did not have a report.

Dr. Mercer gave the Health Officer's Report. Dr. Mercer discussed recent updates and activities with Project HOPE and the department's on going Snoopy/Joe Too Cool To Smoke Program.

The Board was presented with the annual health care workers seasonal flu vaccination recommendations. The Board approved the recommendations. Recommendations will be provided to area healthcare providers.

The administrator's report was given by Howard Gamble. Funding contracts between the Health Department and the County Commission, City of Wheeling and Ohio County Schools will be sent out shortly. The contracts are used by each agency for invoice processing and an official funding agreement for the current fiscal year. Once contracts are returned, they will be signed and returned. The amounts for each organization are as follows:

- Ohio County Commission \$67,000.00
- City of Wheeling \$67,000.00
- Ohio County Board of Education \$6,000

The WOCHD is again working with the West Virginia Department of Health & Human Resources Mosquito Surveillance Program. Statewide surveillance began on May 28, 2019 at 14 localities in 8 counties: Cabell, Fayette, Marion, Monongalia, Nicholas, Ohio, Raleigh, and Wood counties. WVDHHR plans to increase sampling and testing around the site of this year's World Scout Jamboree at Summit Bechtel. The health department has a summer intern, Julie Cary, from the Community Foundation for the Ohio Valley. Julie has been active in setting traps throughout Ohio County.

During the 2019 regular session of the WV Legislature HB 2495 was passed that was to review and modernize the rules regarding local boards of health and fees that are set in 64 CSR 30. Language has been updated and a new permit category for In-State Vendor Temporary Food Service Establishment Permits (non-potentially hazardous food only) has

also been added. All maximum permit fee amounts are increased by approximately 25 percent. In addition, the requirement for State approval for local changes to fees has been removed.

The administrator provided to Board members the recent Hep A statewide outbreak as well as information on the national Measles outbreak.

In Unfinished Business the Administration discussed with the Board the Mobile Medical Unit bids. Four (4) companies submitted bids to the department. The department put out two bids, one for a smaller 22-foot vehicle and other for a larger 26-foot vehicle. LaBoit Specialty Vehicles from Ohio came out on top. In early June the Administrator asked for preliminary approval for the LaBoit bid. A majority of members approved this request. The administrator asked for the Board to reaffirm the bid approval. The Board voted to approve the winning bid.

In New Business, prior to the Board of Health meeting, members were presented with the May and June 2019 financials including Bills, Payroll, Aged Receivables and Year to Date Financials. The Board reviewed and approved the financial report.

The administrator presented to the Board the FY20 Departmental Budget. The budget is projecting a small carry over and a 1.5 percent increase in salary for Health Department staff. With recent changes to the State Aid to Local Health Departments, some of the funds that were cut from health department budgets several years ago are being restored. The State Aid this year has increased to just under \$30,000.00. The Board approved the Budget and the 1.5% salary increase for health department staff. The increase will be effective following approval from the West Virginia Division of Personnel.

The Administrator presented the FY18 Annual Audit, which was provided to the Board in their pre-meeting packets.

The Board did not go into executive session. The Board set the next regular meeting for September 10, 2019 at 12noon. The Board adjourned.

SUBMITTED BY

William C. Mercer, MD, Health Officer
September 10, 2019

APPROVED BY

John D Holloway, MD, Board Chairman
September 10, 2019