

July 10, 2014

Mid-Ohio Valley Board of Health  
July 10, 2014  
211 6<sup>th</sup> Street  
Parkersburg, West Virginia 26101

**Call to Order:**

The meeting was called to order at 6:31 p.m. by Blair Couch, Chairperson. Roll call was taken and a quorum was present.

**Members Present:**

Bill Shock, Calhoun County  
Deanna Lewis, City of Parkersburg  
Dr. Richard Newhart, City of Parkersburg  
Eleanor Little, Pleasants County  
Joyce Faller, Pleasants County  
Charlene Sweeney, Ritchie County via Phone Conference  
Dr. Steven Worden, Ritchie County  
Dr. Herminio Gamponia, Roane County  
Beth Bumgarner, Wirt County  
Morton Frey, Wirt County  
Blair Couch, Wood County  
David McClure, Wood County

**Members Absent:**

Donna Steigleder, Calhoun County  
Candace Westfall, Roane County

**Staff:**

Dr. David Avery, Medical Director  
Sandra Ellenwood, Interim Executive Director  
Tiffany Kennedy-Dowler, Finance Director  
Carrie Brainard, Health and Wellness Director  
Elizabeth Green, EH Director  
June Rhodes, WIC Director  
Cristy Riggs, Administrative Secretary  
Lynne Peters, Personnel Manager  
Renee Swisher, Clinical Secretary  
Dorothy Raber, Office Assistant  
Allison Cox, LPN  
Connie Weiss, Receptionist

**Guests:**

Carl Brainard  
Harold Richards, Driver for Dr. Gamponia

July 10, 2014

**Public Comments:**

There were no public comments.

**Routine Items:**

Motion was made and seconded to accept the Consent Agenda items as presented. These items included the minutes from the May 22, 2014 Board Meeting and the June 5, 2014 Special Board Meeting; the Finance Committee Report; and the Personnel Committee Report. (Lewis/McClure) The motion passed.

Tiffany Kennedy-Dowler, Director of Finance was introduced to the Board Members.

**Rescheduling of July 24, 2014 Board Meeting:**

A motion to reschedule the July 24, 2014 Board of Health meeting to August 21, 2014 was made and seconded. (Faller/Lewis)

**Threat Preparedness Drill for Environmental Health Activities Report:**

Elizabeth Green, Environmental Health Director reported on the recent Threat Preparedness Mock Emergency Drill. The drill took place on June 7, 2014. Expenses for the drill were paid from Threat Preparedness monies. 497 establishments out of the total of 705 establishments were visited. The drill was very successful however it was discovered there are a few issues to address to prepare staff for an actual emergency. Updates will be made to the procedures and reported on as revisions become available.

**Discussion Regarding Executive Director Position:**

Blair Couch requested the meeting go into Executive Session to discuss matters regarding the Executive Director's Position. It was also requested that Dr. David Avery, Medical Director; Sandra Ellenwood, Interim Executive Director; Lynne Peters, Personnel Manager; and Cristy Riggs, Administrative Secretary be permitted to stay during Executive Session. Motion to approve these requests was made/seconded. (Bumgarner/Lewis) The motion carried. The meeting went in to executive Session at 6:46 pm.

**Reconvene of Public Board Meeting:**

The public meeting reconvened at 7:20 pm. A motion to offer the Executive Director position to Dr. Drema Mace was made / seconded. (Lewis/Newhart) The motion passed.

**Adjournment:**

A motion to adjourn the meeting was made and seconded. (Newhart/Lewis) The meeting adjourned at 7:26 pm.

  
Cristy Riggs, Administrative Secretary