

January 28, 2016

Mid-Ohio Valley Board of Health
Regular Meeting
January 28, 2016
211 Sixth Street
Parkersburg, WV 26101

Call to Order:

The meeting was called to order at 6:30 p.m. by Blair Couch, Chairperson. Roll call was taken a quorum was present.

Members present:

Joyce Fallor, Pleasants County
Eleanor Little, Pleasants County
Stephen Worden, Ritchie County
Milissa Mace, Roane County
Beth Bumgarner, Wirt County
Morton Frey, Wirt County
Blair Couch, Wood County
David McClure, Wood County
Deanna Lewis, City of Parkersburg
Amy File, City of Parkersburg

Members Absent:

Donna Steigleder, Calhoun County
Bill Shock, Calhoun County
Pamela Ward, Ritchie County

Phoned in:

Candace Westfall, Roane County

Staff:

Drema Mace, Executive Director
Cristy Riggs, Administrative Secretary
Elizabeth Green, EH Director
Jamie Jacobsen, Tobacco Coordinator
Kristine Green, Office Assistant III
Renee Swisher, Secretary (via phone)

Guests:

Mike Swackhamer – Moose Lodge
Peggy Truax – Guest
Erin Anderson – Guest
Debbie Thompson – Guest

January 28, 2016

Deborah Shaffer – Guest

Darrell Tessum – Guest

Amy Arnold – Guest

Public Comments:

Mike Swackhamer from Moose Lodge gave a presentation and asked if it would be legal if a round building could be constructed and used for a smoking room. Blair Couch, Board Chair answered and suggested that plans would need to be presented to the Health Department for approval. The Health Department must regulate the CIA so persons do not smoke in facilities.

Peggy Truax, Guest stated that she has heard tobacco prevention presentations. Vape shops in town are mixing a house blend and selling to underage minors. The communities need to be aware of how dangerous it is to vape. Citizens are concerned and want vaping to be regulated more closely.

Routine Items:

Approval of Minutes:

- Motion was made and seconded to approve the minutes from the November 19, 2015 Board Meeting (Lewis/Milissa Mace). The motion carried.

Finance Committee Report:

- Debra Hungate, Interim Finance Director was out ill. No report was available;
- Finance Director Position has been offered and we will know tomorrow if he is accepting the position. He is local and will be a great employee;
- Meeting with Wells Fargo; there are additional steps that must be taken before money can be moved. We are seeking an opinion and hope to have done the end of February;
- Sandra Ellenwood, prior Finance Director found information showing the money was protected. The funds were only unprotected for 10 months. Dr. Mace presented this documentation to each Board Member.
- Cash flow issue for November and December was due to an amount of \$700,000 owed to MOVHD by the State. Dr. Mace contacted Central Finance and a portion of these funds were received on December 23, 2015. This is happening all over the state.

Personnel Committee Report:

January 28, 2016

- Motion was made and seconded to approve the **Personnel Committee Report** as presented. (Faller/Milissa Mace).

Directors Reports:

- Directors and Program reports were included in the packet;

Presentation: Tobacco Program Information:

- Vaping – No federal regulation on these products. Must be 18 in Ohio and West Virginia to purchase these products. Very little testing has been done on this subject. We need press releases; especially to the school system. Environmental Health will do some enforcement on vape shops;
- Tobacco Free Parks –If we want to draw people to the parks, we need to do something to help the parks be tobacco free so that physical activity can take place.

Executive Director Report:

The Executive Directors report was included in the packet. Following are the points of interest discussed during the BOH meeting:

- Dr. Mace is working on the Good Samaritan Clinic / MOVHD merger. Amy Arnold, Good Samaritan Clinic Representative explained that she will need to work with her board regarding this merger. Currently the merger is in the beginning phase. Good Samaritan Clinic would be absorbed under MOVHD; Beckley-Raleigh Health Department provides primary care and is a good model of integration. Good Samaritan Clinic offers other services, not currently offered by MOVHD. The merger group is seeking information on potential locations.

Hot Topics:

- Doddridge County has approached Dr. Mace to ask if they could regionalize with MOVHD. Dr. Mace will meet with Doddridge County Board on February 1, 2016. She will bring information back to the board as developments occur.
- Possible 25% reduction in State Aid funds if the Governor's budget passes. This would be a total of \$313,175 per year.
- PEIA – Ted Cheatham is looking at ways to make PEIA more viable. Dr. Mace will be meeting with this group on February 5th. There is potential for a MOVHD pilot project funded by PEIA.

January 28, 2016

Old Business:

Center for Rural Health Development Contract:

- A motion to table the Center for Rural Health Development Contract was made and seconded (Bumgarner / Worden). The Board members decided to wait a few months to implement the changes already made by Ms. Lansdale and then see if we need further help. This action item was tabled.

Finance Director:

- Position has been offered; we will have an answer tomorrow.

New Business:

Environmental Health Policies:

- Policy for Food Code for Food Establishment Inspections; motion to approve and seconded (Worden/Frey). Motion passed;
- Gold Star Program from procedure to policy; motion to approve and seconded (Lewis/Bumgarner). Motion passed;
- Policy for addressing Food Variance; motion to approve and seconded (Worden/Faller). Motion passed;
- Policy for suspected food tampering procedure; motion to approve and seconded (Milissa Mace/Little). Motion passed;
- Food Handler Regulation; motion to approve and seconded (Worden/Lewis). Motion passed;
- Hazards Analysis Critical Control Point (HACCP) Plan; motion to approve and seconded (Milissa Mace/Little). Motion passed;

January 28, 2016

Funding Requests:

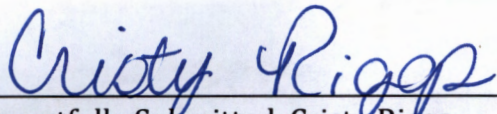
- Carrie Brainard attended the City of Vienna's Finance Meeting to do presentation for funding request;
- Dr. Worden will travel to Doddridge County Health Department Board Meeting with Dr. Mace on Monday, February 1, 2016.

Health and Wellness Director - Dr. Valvi:

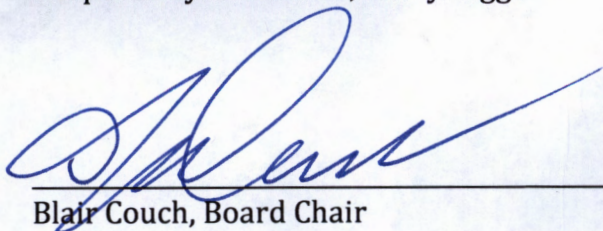
- Health and Wellness Position is open and salary is included in the FY2016 budget. Great candidate – her resume came in on another open position. She is currently unemployed. Requires a Visa to stay and work in the United States. Doctorate in Public Health/Masters in EPI, and an MD in India. In order to get process going cost is \$2,000; would like to offer that we pay this fee and she will pay us back. She is willing to take salary that is being offered. She will apply for citizenship if or when is able to work for us. She would also be able to publish for us. It is money that we will recoup...written contract – she will remain here for six years. Blair spoke to Dave McClure and this is a situation that is not that unusual. Salary would be offered at about \$50,000.
- Motion to forward this payment and be reimbursed within one year after employment is secured was made and seconded. (Bumgarner/Worden). The motion passed.

Adjournment:

A motion to adjourn the meeting was made and seconded. (Bumgarner / Worden) The meeting adjourned at 8:19 pm.



Respectfully Submitted, Cristy Riggs



Blair Couch, Board Chair