

September 23, 2021

**Mid-Ohio Valley Board of Health Meeting
September 23, 2021
211 6th Street
Parkersburg, WV 26101**

Call to Order:

The Pledge of Allegiance was recited, and the meeting was called to order at 6:31 p.m. by Stephen Worden, Chairperson. Cristy Riggs took Roll Call and a quorum was present. Motion to approve the agenda was made and seconded. (Casto/Smith). The motion was approved. This meeting was held via Zoom.

Members Present:

Scottie Westfall, Calhoun County via Zoom
Eleanor Little, Pleasants County via Zoom
Kristina Sullivan, Ritchie County via Zoom
Stephen Worden, Ritchie County
Heather Downey, Roane County via Zoom
Terry McCauley, Wirt County via Zoom
Blair Couch, Wood County
Sean Smith, Wood County via Zoom
Charlie Casto, City of Parkersburg via Zoom

Members Absent:

Matthew Walker, Calhoun County
Joyce Faller, Pleasants County
Pat Fulmer, Wirt County
Eric Jiles, City of Parkersburg

Staff:

Dr. Charles Whitaker, Medical Director
Dr. Michael Wilson, Dental Director via Zoom
Eric Walker, Executive Director
Lynne Peters, Personnel Manager
Cristy Riggs, Executive Assistant
Jennifer Habeb, WIC Director via Zoom
Malcolm Lanham, Population Health Director via Zoom
Carrie Brainard, TP Coordinator via Zoom
Rebecca Eaton, Clinical Director via Zoom
Renee Swisher, Clinical Secretary 2 via Zoom
Mary Putnam, ATIII via Zoom
Debra Hungate, Finance Support via Zoom

Guests:

Evan Bevins, Parkersburg News and Sentinel

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Public Comments:

- There were no public comments.

Board Chair Comments:

- This meeting was held via Zoom due to the rise in COVID-19 cases.

Routine Items:

Approval of 7/29/2021 MOVHD Board of Health Meeting Minutes:

Motion was made and seconded to approve the July 29, 2021 Board Meeting minutes as presented. (Couch/Sullivan) The motion passed.

MOVHD Finance Report:

Eric Walker, Executive Director gave the **MOVHD Finance Report**. The following items were discussed:

- Year to Date Expenses exceed Revenues by \$115,121.63 on 6/30/2021.
- Prior to OPEB accrued costs and Depreciation costs, Revenues exceed Expenses by \$8,132.80 on 6/30/2021.
- Accounts Receivable as of 6/30/2021 is \$155,258.71.
- Current Accounts Receivable as of 9/14/2021 is \$569,202.36.
- Bank account is considered healthy as of 9/16/2021.
- Grants to support expenses related to COVID-19 duties have been submitted.

A motion to approve the **MOVHD Finance Report** was made and seconded. (Couch/Little) The motion was supported.

MOVHD Personnel Report:

Lynne Peters, Personnel Manager presented the **Personnel Report** that was included in the packet. The following items were discussed:

- **Resigned:**
 - 1 Health & Human Services Aide – WIC / Wood County
- **New Hire:**
 - 1 Office Assistant 2 – Environmental Health / Wood County
- **1,000 Hour Exempt:**
 - 1 - 1,000 Hour Exempt resigned Environmental Health / Ritchie County
(Retired Registered Sanitarian who came back to help with COVID)
- **Reallocation:**
 - Sanitarian 1 reallocated to a Sanitarian 2 – Environmental Health / Wood
 - Grants Management Specialist reallocated to HHR Specialist, Sr. – TP / Wood
- **Promotion:**
 - Registered Sanitarian promoted to Sanitarian Supervisor – Environmental Health / Wood

Motion was made and seconded to approve the **MOVHD Personnel Report** as presented. (Couch/McCauley) The motion was approved.

Old Business:

Update/COVID-19 Pandemic: Dr. Whitaker gave the update on the COVID-19 Pandemic.

- Cases have decreased in the last few days.
- Approximately 50% of West Virginians are vaccinated
- Monoclonal Therapy is being administered by facilities with proper equipment and staff
- Vaccination and testing clinics continue to be held
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MOVHD Directors Reports:

- There were no questions regarding these reports.

MOVHD Executive Director's Report:

Eric Walker, Executive Director's report was included in the board packet. Items discussed include the following:

- Case investigations continue.
- Continuing to hold vaccination and testing events.
- Two additional grants to support COVID-19 expenses have been submitted.
- Approval to give COVID-19 booster doses has not yet been received.
- 54 of 55 Counties in West Virginia have implemented mask mandates in schools.
- CDC suggests that full COVID-19 vaccination reduces risk of getting COVID by 5x and over a 10x reduction in risk of being hospitalized or dying of COVID-19.

New Business:

Approval of Community Needs Assessment:

Malcolm Lanham, Population Health Director presented information regarding the Community Needs Assessment. The purpose of this assessment is to identify the needs of a community and honor best practices to deliver service needs to the population of the area.

Motion to approve the Community Needs Assessment was made and seconded. (Couch/McCauley) The motion was approved.

Hiring of Finance Supervisor:

Motion to approve the hiring of a Finance Supervisor was made and seconded. (Couch/McCauley) The motion passed.

Across the Board Salary Increases:

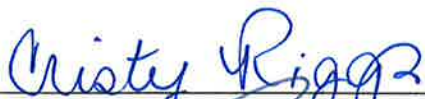
Motion to approve a 5% Across the Board Salary Adjustment for all MOVHD employees was made and seconded. (Couch/Little) The motion was supported.

Board Member Concerns:

- Stephen Worden, Board Chair: The hard work of the MOVHD employees is greatly appreciated.
- Blair Couch, Vice Chair: Thanked all MOVHD employees for their dedication to MOVHD.
- Dr. Whitaker, Medical Director: Please spread the word to get vaccinated and wear a mask.

Adjournment:

The meeting adjourned at 7:39 pm.



Respectfully Submitted, Cristy Riggs

