

Mid-Ohio Valley Board of Health
May 25, 2023 at 6:30pm

The Mid-Ohio Valley Board of Health
211 6th Street, Parkersburg, WV 26101

Call to Order:

The Pledge of Allegiance was recited, and the meeting was called to order at 6:30pm by Blair Couch, Board Vice Chair. Emily Lanham took roll call, and a quorum was present.

Motion to approve the 5/25/2023 MOVBOH meeting agenda. (Westfall/Ritter)

Attendance:

Eleanor Little, Pleasants County

Steve Ritter, Ritchie County

Blair Couch, Wood County

Dr. Charles F. Whitaker, III, Medical Director

Malcolm Lanham, Community Health Director via phone

Emily Lanham, Executive Secretary

Alex Klosek, Finance Director

Eric Walker, Executive Director

Rebecca Eaton, Clinical Director

Jennifer Habeb, WIC Director

Amy Phelps, Public Information Officer

Devena Moore, Clinical

Chip Westfall, Calhoun County

Terry McCauley, Wirt County via phone

Nicole Needs, EH Director

Mary Putnam, Finance via phone

Heather Downey, Roane County via phone

Public Comment:

- None

Board Chair Comments:

- None

Routine Items:

- A motion was made and seconded to approve the Board of Health meeting minutes from March 25, 2023. (Westfall/Ritter) The motion was approved.

Financial Report: Alex Klosek, Financial Director presented on the following items:

Year to date revenue/expenses:

- Year-To-Date Revenues exceeded Expenses by (\$90,368.31) on March 31, 2023.
- Prior to OPEB accrued costs and Depreciation costs, Revenues exceeded Expenses by \$26,619.55 on March 31, 2023.

Accounts Receivable:

- Accounts Receivable \$301,251.92 as of 3/31/23
- CURRENT Accounts Receivable \$260,998.25 as of 4/21/23

Cash Balance:

- The bank account is considered healthy as of March 31, 2023
 - A motion was made and seconded to approve the finance report as given. (Little/Couch)

Personnel Report – Eric Walker, Executive Director presented on the following:

- RESIGNATIONS:
 - One Resignation
 - OA2 – WIC – Wood County
- NEW HIRES:
 - Three New Employees Hired
 - AT4 – Finance - Wood County
 - HR Assistant – Finance – Wood County
 - OA2 – Clinical – Wood County
- PROMOTIONS:
 - One Internal Employee Promotions
 - Office Assistant 2 to Office Assistant 3 – Environmental Health – Wood County
- TEMPORARY PROMOTION:
 - One temporary promotion
 - Office Assistant 2 to Supervisor 1 - WIC – Wood County

Executive Director's Report – Eric Walker, Executive Director presented on the following items:

- Audit:
 - MOVHD has been contacted by the state auditors/compliance monitors to schedule a state audit.
 - We have submitted dates available dates but have not yet been given a date of the site visit. It will most likely be in July or August
 - MOVHD has submitted the request to the state to be considered for a three-year bid for our single audits.
 - We are awaiting notification of being added to the bid list
 - Once we receive notification, we will have 90 days to complete the process
- WIC Grant:
 - We anticipate a minimum of 17.1% cut in FY2024 WIC Funding due to anticipated funding cuts at the federal level
- Insurance
 - PEIA Insurance premiums will increase by 15.6% for FY2024
- FY2024 Budget
 - State, local and other funding/ budgeting items will be discussed under new business later in the meeting

Health Officer Comments -- Dr. Charles F. Whitaker, III presented the following:

- Officially the government says Covid is over

New Business:

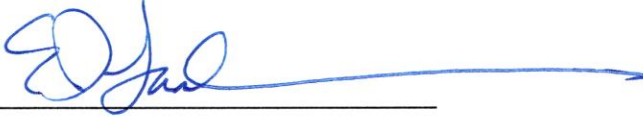
- MOU Renewals
 - Motion was made and approved for the renewal of the MOU contracts for FY2024 for Dr. Whitaker, Dr. Wilson and Dr. Beckett. (Ritter/Little)
- FY2024 Mid-Ohio Valley Board of Health meeting schedule
 - Motion was made and approved to meet on the dates as presented. (Couch/Westfall)
- Mid-Ohio Valley Health Department and Program Plan
 - Motion was made and approved to submit the organization chart and program plan for FY2024 to the Center for Local Health. (Couch/Westfall)
- Mid-Ohio Valley Health Department FY2024 Budget
 - Motion was made and approved to accept the zero budget as presented. (Couch/Westfall)

Board Member Concerns:

- None

Adjournment:

The meeting was adjourned at 7:15pm (Couch)



Respectfully submitted, Emily I. Lanham



Blair Couch, Board of Health Chairperson