

Mid-Ohio Valley Board of Health
May 28, 2026, 6:30 p.m.
Mid-Ohio Valley Health Department
1824 Murdoch Ave., Parkersburg, WV 26101

Call to Order:

The Pledge of Allegiance was recited, and the meeting was called to order at 6:30 p.m. by Patsy Hardy, President. She welcomed Anna Reno and asked her to do roll call. A quorum was present.

Attendance:

Patsy Hardy – Wood County
Chip Westfall – Calhoun County
Steve Ritter – Ritchie County
Dave Goff – Roane County via telephone
Carrie Brainard – Wirt County via telephone
Eric Walker – Executive Director
Travis White - Finance Director
Christi Merrill – Clinical Director
Lauren Williams – WIC Director
Derek Wilson – Threat Prep Coordinator
Amy Phelps – Public Information Officer
Alex Anderson – Environmental Health/Sanitarian Supervisor
Anna Reno – Executive Assistant

Approval of Agenda:

- A motion was made for approval of agenda as presented (Steve) and seconded (Chip). Motion passed.

Public Comment:

- No public comment

Board Chair Comments:

- At the previous meeting Patsy asked if anyone would be interested in participating in a review of our process for board orientation for new members and potentially a board retreat. Carrie and Anna responded. If others would like to help in the planning of this, please let Patsy know. Strategy is for Patsy, Carrie, Anna, and Eric to look at coming up with an outline and then getting that to the board to look at.
- Value of having a setting where the team members could come in and give a little more detail about your department and operations. Patsy had the benefit of spending all day with them a year ago and it was invaluable.

Routine Items:

- A motion to approve the 3/26/2026 board meeting minutes was made (Chip) and seconded (Steve). Motion passed.
- MOVHD Finance Discussion – Travis, the finances are not in the packet to report on. They are still waiting on getting the information from the new payroll system into QuickBooks. The salary information is in correctly and they are working on the breakdown of fringe benefits and PEIA. The biggest issue is we were paid twice a month. We are now paid in arrears every two weeks, we are trying to work out a process to get accruals to come back from one month to previous month. Need to get accruals worked out and what the accrual factor is.
 - Patsy asked for an update on the hiring of a finance director. Eric has four candidates that he wants to interview. They will do first round interviews and then Patsy, Blair, and Chip will be invited for round two interviews.
- MOVHD Personnel Report – Emily was unable to attend the meeting, so Anna read the Personnel Report.
 - **New Hires**
 - Health & Human Services Aide (WIC/Jackson/Mason)
 - Executive Secretary (ASA2) – (Wood)
 - Temporary to permanent – Nutrition Associate (WIC/Wood)
 - Temporary to permanent Office Assistant 2 – (Clinical/Roane)
 - **Promotions**
 - Community Health Director (Health & Human Resources Specialist, Senior (CH/Wood)
 - Health & Human Resources Specialist, Senior (TP/Wood)
 - **Reallocations**
 - Health & Human Resources Specialist (HHRs) to HHRs, Senior (TP/Wood)
 - Sanitarian 2 to Sanitarian, Registered (EH/Wood)
 - **Resignations**
 - Sanitarian 1 (EH/Calhoun)
 - Temporary Custodian (Admin/Roane)
 - Temporary Peer BF Counselor (WIC/Wood)
 - **Vacant Positions**
 - Sanitarian 1, 2 & Registered – Cross posted – 1 Vacancy (EH/Wood)
 - Nutritionist 3 – Internal Posting – 1 Vacancy (WIC/Wood)
 - **Executive Director's Comments**

Clinical Outreach Events

 - Completed
 - Hosted a health fair at St. Joseph's Landing in Parkersburg.
 - Child Abuse Awareness at the Parkersburg City Building.
 - Jackson Middle School Wellness Expo.
 - Wirt County Community Baby Shower.
 - Pine View Nursing Home vaccinations.

- Hosted WVU Eye Institute's Appalachian Vision Outreach Program.
- Upcoming
 - Providing physicals and vaccinations at Roane County Middle/High School.
 - Health Fair at the Wirt County Committee on Aging.
 - Health Fair at the Grantsville Senior Center in Calhoun County.
 - Vaccinations at Ritchie County schools.

Annual Evaluation Update

- Evaluations for 15 local health departments have been completed.
 - Biggest deficiencies found are with environmental inspection timeframes and follow-ups.
 - It was asked if any of the health departments so far have met this requirement. The answer was no.
 - Another common issue has been Animal Encounter reports being entered into EDSS (and in the proper timeframe).

PEIA Plan Year 2027

- Telehealth Options
 - Allows you to connect with a physician via phone or video chat when you have a non-emergent medical condition that needs treatment.
 - PEIA - Revive Health
 - The Health Plan - Healthiest You
- Changed Names for the Plans
 - PPB Plan A is now PPB Gold
 - PPB Plan C will be PPB Gold High-Deductible Plan
 - PPB Plan B is now PPB Silver
 - PPB Plan D will be PPB WV Bronze High-Deductible Plan
 - D members required to apply to insurance
 - Must stay in WV unless it is an emergency
 - A chart comparing PEIA premiums between FY2026 and FY2027 was included in the Executive Director's report.
- **Health Officer's Comments**
 - Dr. Whitaker's report was in the board packet since he was unable to attend the meeting.
 - E cigarette legislation was brought up

New Business:

- **Approval of FY2027 Budget**
 - Travis discussed budget. Clinic is doing much better than expected. Employer contribution for State Retirement is dropping from 9% to 8% for fiscal year 2027.
 - Discussion about QRT. Some positions for QRT were never filled. They were part of WV First Grant.
 - As they get closer to the grant coming up Travis will give an update.
 - A motion to approve the FY2027 Budget as presented, was made (Chip) and seconded (Steve). Motion passed.
- **Approval of Organizational Chart was presented by Eric.**
 - A motion to approve the Organizational Chart FY2027 was made (Chip) and seconded (Steve). Motion passed.
- **Renewal of Memorandums of Understanding: Whitaker, Beckett, Wilson**
 - A motion to approve the MOUs was made (Chip) and seconded (Carrie). Motion passed.
- **Board Member Resignation – Wirt County**
 - Anna will work with the county commission to have a replacement appointed.

Board Member Comments:

- Discussion of vacant board positions.
 - Eric will send a list of board members and vacancies to board.
 - Patsy will reach out to the mayor of Parkersburg.
 - Discussion of reports included in the packet by the directors of each department. The board expressed their appreciation to the directors for preparing the reports.

Meeting Adjourned:

- A motion to adjourn was made (Chip) and seconded (Steve). The meeting was adjourned at 6:53 p.m.).

Respectfully Submitted by,


Anna Reno, Executive Assistant


Patsy Hardy, Board Chair