

Mid-Ohio Valley Board of Health
July 23, 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. Anna Reno took roll call. A quorum was present.

Attendance:

Patsy Hardy – Wood County
Blair Couch – Wood County
Chip Westfall – Calhoun County
Lee Rush – Calhoun County
Mykeala Davis – Pleasants County via telephone
Halee Bowie – Pleasants County via telephone
Dave Goff – Roane County via telephone
Philip Linger – Roane County via telephone
Carrie Brainard – Wirt County via telephone
Dr. Charles Whitaker, III – Health Officer
Dr. Michael Wilson, DDS – Dental Director
Eric Walker – Executive Director
Emily Melrose - Personnel
Christi Merrill – Clinical Director
Lauren Williams – WIC Director
Lisa DeVaughn – Environmental Health Director
Derek Wilson – Threat Prep Coordinator
Preston Shakar – Regional Epidemiologist
Devena Moore – Family Nurse Practitioner
Anna Reno – Executive Assistant

Approval of Agenda:

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

Public Comment:

- No public comment

Board Chair Comments:

- Board Orientation and Retreat. There is a little subgroup that's have met. Patsy thanked Carrie for making herself available. The focus is that we have new board members that have not gone through an

orientation. We want to gather some information and try to get something scheduled for them. In the future you may be receiving something from the subgroup asking you to review it and give us feedback on it. Blair graciously offered to host the training at the Resiliency Center. We will give you an update at the next meeting.

- 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 5/28/2026 board meeting minutes was made (Blair) and seconded (Chip). Motion passed.
- Finance Report – presented by Eric Walker, Executive Director

YEAR TO DATE REVENUES/EXPENSES

- Year-to-Date Revenues exceeded Expenses by \$445,954.48 on April 30, 2026.
- Prior to OPEB accrued costs and Depreciation costs, Revenues exceeded Expenses by \$612,137.03 on April 30, 2025

ACCOUNTS RECEIVABLE - CURRENT

- Accounts Receivable \$510,316.85 as of 4/30/2026
- CURRENT Accounts Receivable \$1,352,965.78 as of 7/7/2026.

CASH BALANCE

- The bank account is considered healthy as of April 30, 2026. A “healthy” bank account is one in which there are sufficient funds to cover two months of expenses.

A motion was made and seconded to approve the financial report as presented. Motion passed.

- Eric gave a report on the hiring of a finance director. Interviews were completed on Tuesday. They will do a background check and present salary amount. If the candidate is accepting of salary, they will schedule a second interview in which Patsy, Blair and Chip will be invited to be present.
- Personnel Report – Presented by Emily Melrose, Personnel.
 - New Hires
 - None
 - Promotions
 - Nutritionist I to Nutritionist 3 – (WIC/ Wood)
 - Reallocations
 - Sanitarian 1 to Sanitarian 2 – Environmental Health (EH/Wood)
 - Reclassifications

- The West Virginia Department of Personnel (WVDOP) is removing the Office Assistant job classification. Due to this, they are reclassifying all Office Assistants. All employees currently classified as OA's are required to complete a Position Description Form (PDF). WVDOP classifies positions based upon the PDF's. So far one employee has been classified from Office Assistant 3 to Office Operations Associate (Threat Preparedness/Wood)
 - Resignations
 - Supervisor 1 – (Wood WIC)
 - Retirements
 - None
 - Vacant Positions
 - Sanitarian 1, 2 & Registered – Cross posted – 1 Vacancy (EH/Wood)
 - Administrative Services Manager 1 (Finance Director) 1 Vacancy (Finance/Wood)
 - WIC Supervisor 1 (WIC/Wood)
- Executive Director's Comments
 - Eric wanted to give some of his reporting time to Preston Shakar (EPI) and Derek Wilson (TP) to discuss current events.
 - Preston Shakar, Regional Epidemiologist
 - Preston discussed the Cyclosporiasis outbreak.
 - Dr. Whitaker mentioned that there has been a decrease in public health funding on the federal level and there are not as many staff members to work on cases such as this.
 - Dr. Whitaker also discussed some difficulties of case investigation and contract tracing
 - Derek Wilson, Threat Preparedness Coordinator
 - Derek to give a brief report on the recent fire at People's Cartage in Wood County and the support we have offered to our counties that were affected by the flood
 - Blair discussed the steps the county took and what was done due to the change in weather that pushed the smoke closer to the ground.
 - Derek reported on the recent storms that hit Pleasants and Ritchie Counties the hardest.
 - The health department offered a Tetanus clinic and free well testing for the city of Auburn.
 - Eric resumed his director report
 - Due to the difficulty of tracking our books and grant costs monthly, we will be returning to semi-monthly pay in August 2026. We will remain one pay period in arrears. Pay periods will be on 15th and last day of the month like it was prior.
 - We are updating our signage and rebranding. Eric and Anna traveled to all our counties and took pictures, measurements, etc. Eric presented some mockups for the board to have a visual.
 - Carrie Brainard stated that she likes the new logo.

- Health Officer's Comments

- Dr. Whitaker presented his report and asked if there were any questions.
 - Measles cases have reached what was reported 30 years ago. It will affect other immunizations, and you will see other health problems.
 - Smoking/tobacco products are being used less by teenagers, but the number of people has increased.
 - Moderate coffee intake of 3-5 cups a day appears to be non-harmful and may be cardio friendly.

New Business

- Exempt Environmental Health Position (EH)
 - Lisa DeVaughn discussed how they were down a couple positions. This has made things difficult for all staff.
 - A sanitarian in Clay County has offered to help fill in one day a week in Calhoun County. This would help them keep current on inspections. Lisa and Alex have been interviewing.
 - Eric said when we do hire someone, it takes about a year for them to pass testing and then be trained to work out in the field unsupervised.
 - Motion to hire the sanitarian that services Clay County to see if they can help with Calhoun. It is for the term period designated until Lisa lets the board know that new hires have been orientated and complete training. Blair made the motion and Lee seconded. Motion passed

Board Member Comments

- Dr. Wilson
 - Discussed the Smiles for Life program and said it was running well. The only issue is they have only five dental offices participating. They have a total of 9 dentists. Sixty members in their dental society.
 - When you visit your personal dentist for care, you can always ask them if they have heard of the Smiles for Life Program. We need to get more dentists involved.
 - Can only send 2 patients to an office per month.
 - If the person has insurance, the dentist can be reimbursed. If patient has no insurance the dentist charges \$45.00 stipend. It is charity for the community.
 - Issues with Medicare and reimbursement. He will consult with Morgantown health department to see if he can help with that. In October they are going to start going to the schools. Trying to get back-to-school dental checks set up.
- Carrie Brainard
 - Discussed the recent tobacco legislation. House Bill 5691 passed. It was for Juul settlement money and was to go to vaping education and school systems. They are popular in middle and high schools. Kids think it is safe. Instead of money going into tobacco prevention, it went to the general fund so they are asking you to contact Governor Morrissey and ask him to put the money back into public health through the health departments.
 - Carrie was asked to send the information to Anna to be forwarded to all board members.

Meeting Adjourned:

- A motion to adjourn was made (Blair) and seconded (Patsy). The meeting was adjourned at 7:20 p.m.

Respectfully Submitted by,

A handwritten signature in cursive script, appearing to read "Anna Reno", written over a horizontal line.

Anna Reno, Executive Assistant

A handwritten signature in cursive script, appearing to read "Patsy Hardy", written over a horizontal line.

Patsy Hardy, Board Chairman