

Sullivan County Board of Health- Regular Monthly Meeting

Date: 20 September 2018

Location: Sullivan County Health Department Office

A meeting of the Sullivan County Board of Health was held. Timely public notice was made by a public posting at the Health Office and by advertisement in the Sullivan Daily Times.

Members Present: Jessy Woods, MD; Patricia Morgan; Amy Hale, RN; Barbara Mowery, MD(late); Deirdre Dugan, RN

Member Absent: Judith Weathers; Jana Pounds

In Attendance: Michael Gamble, MD, MBA; Matthew Herrick, MHA; Dennis Clark, Press

- 1) The meeting was called to order by Dr. Woods after noting the presence of a quorum.
- 2) Approval of minutes from the meeting held 16 August 2018: Motion by Dr. Woods, Second by Ms. Hale, all in favor.
- 3) Approval of Claims Vouchers: Motion by Ms. Dugan, Second by Ms. Morgan, all in favor.
- 4) Health Administrator Performance Report
 - August Statistics:
 - 106 Birth Certificates
 - 87 Death Certificates
 - 13 Septic Permit
 - 6 Food Permit
 - Public Health Nurse:
 - 4 animal bites
 - 0 Epi
 - 1 Hepatitis- State Intern
 - 3 latent TB - WVCF
 - 179 Vaccines (86 VFC; 1 317; 92 Vaxcare)
 - 7 TB tests
 - Update on Hepatitis A outbreak- currently 439 total cases statewide, 1 death, 1 Sullivan
- 5) Old Business:
 - Truck: The truck was purchased and license plates are ordered. It was added to the Sullivan County policy at Springer's Insurance.
- 6) New Business:
 - Proposed State Trust Fund and Health Maintenance Fund grant budget proposals were presented. These are due to ISDH soon. A discussion was had concerning the items listed. Included was a discussion of adding emergency preparedness which could be done by hiring an outside contractor, and independent contractor, or a prn health department employee. Motion to approve and submit the budget proposals as submitted was made by Ms. Dugan, Second by Dr. Mowery, all in favor.
 - Fee Change was discussed. The current fees have been in effect since 1995. A comparison of surrounding counties was presented. Discussion ensued. Staff advised to

leave temporary food permit fee at \$25. A discussion of septic and food permit fees ensued. \$100 is less than the average of surrounding counties. Ms. Morgan made a motion to increase the Food Permit and Septic Permit fees to \$100 and leave Temporary Food Permit and other fees the same, Second by Ms. Dugan. Motion passed with 3 Y (Morgan, Dugan, Woods, Mowery) and 1 N (Hale). This will be sent to the Commissioners for ordinance approval.

7) Good of the Order:

- A description of needed office supplies was presented. There is available money in the Trust New Equipment line item. The purchase plan was reviewed and a motion by Ms. Dugan with Second Ms. Hale to approve the purchase, all in favor. Vouchers signed.
- Ms. Dugan and Mr. Herrick attended the County Health Coalition meeting. A smoking cessation effort called Tacos Not Tobacco is being rolled out.
- The Mod Pod Juul electronic nicotine device currently being found in schools was reviewed. A NEJM article was presented for information.

8) Motion to adjourn by Dr Woods, Second Ms. Morgan, all in favor.

Future Meeting: 10-18-18 at 7PM at Sullivan County Health Dept Office.

_____	Michael Gamble, MD, MBA, Health Officer
_____	Jessy Woods, MD, Board of Health President
_____	Deirdre Dugan, RN
_____	Amy Hale, RN
_____	Patricia Morgan
_____	Barbara Mowery, MD
<u>Absent</u>	Jana Pounds
<u>Absent</u>	Judith Weathers