



Harrison-Clarksburg Health Department

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The Harrison County Board of Health Meeting held on September 23, 2025, was called to order at 11:30 a.m. by Dr. Kelly Dunavant 11/23-11/28 at the Harrison-Clarksburg Health Department.

Board members present: Dr. Kelly Dunavant, 11/23-11/28, Patsy Trecost 01/21-1/26, James Scudere 7/25-7/30, Annetta Payne 6/25-6/30, Tiffany Fell 07/25-07/30, Chad Bundy, Administrator, Steve Hinerman, Sanitarian Supervisor, Cindy Reep, Director of Nursing, Dr. Nancy Joseph, Health Officer, and Joyce Rabanal.

Board members absent: Mary Ann Iquinto 7/21-7/26

Patsy Trecost made a motion to approve the minutes from the July 17, 2025, meeting. Annetta Payne seconded the motion. Motion passed.

Public Comment:

Joyce Rabanal, a retired Registered Nurse and former Board of Health member discussed the dangers of tobacco use and the importance of the implementation of the 2010 Clean Indoor Air Regulation. She implored the Board to deny an exemption for cigar bars. She reiterated the dangers of second and third hand smoke and provided a handout on the dangers of cigars and cigar smoke. Ms. Rabanal asked the Board members to remember the mission of the Board of Health.

Nursing Report/ Health Officer report:

Ms. Reep reports that limitations on supplies due to funding restrictions continue to be a problem. She states that Family Planning annual training is today and will be completed by her staff. She states that there was a request from the state regarding Usual and Customary Fee for Services for the WV Breast and Cervical Cancer Screening Program. She states that the information will be provided and emailed to Jennifer Hancock. Ms. Reep reports that the ACIP met on 9/18 and there was discussion on MMRV, Hepatitis B vaccine during infancy and Covid Vaccines. She states that there were no definite guidelines provided. Ms. Reep states that community flu clinics are scheduled and started on 9/22/2025. She states that 20 outside clinics are currently scheduled with more to be added. Ms. Reep reports that LTBI cases are at a total of four, with six pending diagnostic clinical evidence. She reports that there were two elevated lead levels reported in August. She states that she investigated a pertussis case in an unvaccinated 8-month-old infant. She reports two Health Alert Networks being sent out regarding Alpha Gal Syndrome and Ebola. Ms. Reep reports 3 covid outbreaks in long-term care facilities. She reports that currently there is one WVU BSN Nursing student and one WVJC Medical Office Assistant student doing clinics at the Health Department. Dr. Dunavant asked about covid vaccine administration. Dr. Joseph stated that there is no current standing order for that vaccination. She states that she asked Chris Young

with the State of WV to have the State Health Officer develop a standing order for West Virginia. Currently, the Health Department is only administering covid vaccines with a prescription.

Environmental Report:

Mr. Hinerman reports that three food service establishments have been opened since the last meeting, with three more anticipating opening soon. He states that one new childcare center and one tattoo shop have opened since the last meeting. Mr. Hinerman reports that the Health Department continues to permit new septic systems and modifications to existing systems. He reports that they continue to complete home loan evaluations, water wells, and weekly indoor pool monitoring. Mr. Hinerman reported that all Environmental Staff attended the WV Public Health Conference training last week to make up part of the required 15 CEU's needed to register. He reports that he continues to investigate WVEDDS cases, which include animal encounters, foodborne investigations, enteric diseases and zoonotic diseases. He reports that in August there was a small salmonella outbreak, but the source causing the outbreak was unable to be identified.

Threat Preparedness report:

Ms. Murphy reports that the Health Department clinical staff completed the CPR recertification and the rest of the agency will be trained next month. She reports that they will also be training on personal protective equipment and bloodborne pathogens soon. Ms. Murphy reports that the WV Public Health Conference provided a tabletop exercise for the Threat Preparedness section that centered around a patient coming in with signs and symptoms of measles. She states that they examined protocols and actions to care for the patient, as well as limiting the possibility of exposing other individuals, including staff members. Ms. Murphy states that because of her experience, she was able to advise the group on how important it would be to control and shut down the HVAC system if agencies did not have a negative pressure treatment room. She states that this would help prevent the virus from being pulled into the system through the cold air returns and spread throughout the ventilation system, which could infect others in the building. She states that this exercise was helpful in meeting a set of deliverables for the Threat Preparedness grant. Ms. Murphy reports that the Health Department continues to participate in the local and regional meetings that help build a community network of agencies and resources that will be able to work together in a disaster. Ms. Murphy reports that she is working with the new Director for the Center for Threat Preparedness, Ben Brown, to organize a group of volunteers that are interested in emergency preparedness. She states that the process is in the beginning stages, but she is encouraged by the people who are willing to step up. Ms. Murphy reports that the Health Department has delivered over 954 doses of naloxone so far to First Responders. She states that more naloxone is set to be distributed soon. The Opioid grant money received from Harrison County Commission was used to fund the distribution of naloxone.

Health Officer report:

No report.

Administrator report:

Mr. Bundy reviewed grant structures and stated that this is the final year for the Workforce Development Grant. Mr. Bundy reports that he attended the West Virginia Public Health Conference and was able to network with Dr. Singh and Dr. McDaniel. He states that Dr. McDaniel will be at the Health Department on Monday to meet with Dr. Joseph and other staff members. Mr. Bundy states that PEIA is an area of concern since it was mentioned that local entities are on the chopping block due to the recommendation of a consultant. He states that he has spoken with other County Health Officials and Local Health Departments about potential health vendors and what their plans were regarding an alternative to PEIA. He states that 10 percent of the budget is healthcare, so best case would be to find a large group fund to become a part of in order to curb costs. Discussions regarding the matter are ongoing and will depend on what happens in the legislative session.

Old Business:

Mr. Bundy states that the 2-year audit is up for bid again this year. He states that the Health Department has received the request for proposals from the state and typically in the past the finance committee that approves the firm to complete the audit has consisted of the Chairman of the Board of Health, Administrator of the Health Department and the Office Manager. Dr. Dunavant made a motion not to make any changes to the finance committee. Annetta Payne seconded the motion. Motion passed.

New Business:

Tiffany Fell states that there have been several requests through the City of Clarksburg to open cigar bars. She states that she has researched the subject and can provide peer reviewed studies on the efficacy of ventilation systems and certain safeguards to put in place to reduce the risk to public health. Tiffany Fell states that people know it's not healthy, but it's their right to choose that behavior and if they know the risk, it is their choice to participate or not. Dr. Dunavant expressed concern that exemptions for cigar bars could lead to more establishments requesting an exemption. Tiffany Fell offered to write the legislation so that it would have to be a specific type of establishment to meet criteria. Annetta Payne stated that other states have cigar bars, but they are attached to a tobacco store, and it is a stand alone building. Tiffany Fell states that the legislation could be drafted to meet whatever requirements the Board requested. Dr. Dunavant states that for the exemption to be considered by the Board of Health, they would need to see very specific details regarding the exemption. There was concern voiced regarding the Chapter 16 ordinance that was changed in 2021 to state that any new regulation would need to be approved by their appointing authorities. The Board ultimately decided that they would like to be more informed on the matter. Tiffany Fell agreed to come to the next meeting with more information. The review of the 2010 Clean Indoor Air Regulation and Discussion concerning potential exemption for cigar bars will be on the next meetings agenda.

Executive Session:

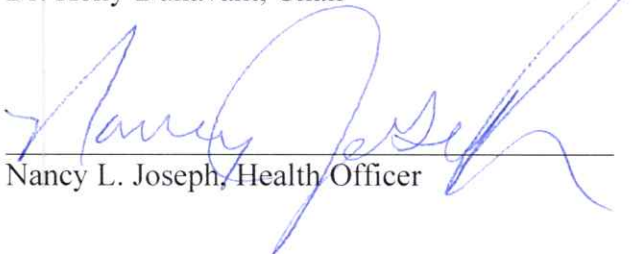
Annetta Payne made a motion to go into executive session. Patsy Trecoast seconded the motion. Motion passed.

Tiffany Fell made a motion to come out of executive session. Annetta Payne seconded the motion. Motion passed.

Patsy Trecoast made a motion to give Dr. Joseph a 10% raise. Annetta Payne seconded the motion. Motion passed.

Dr. Dunavant made a motion to adjourn.

The next Board of Heath meeting was discussed and determined to be held on November 19, 2025, at 11:30AM in the health department conference room.

 _____ Dr. Kelly Dunavant, Chair	 _____ Date
 _____ Nancy L. Joseph, Health Officer	 _____ Date