



Harrison-Clarksburg Health Department

330 W. Main Street, Clarksburg, WV 26301

Phone: 304-623-9308

Fax: 304-623-9364

The Harrison County Board of Health Meeting held on August 26, 2026, 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 Trecoast 01/26-1/31, James Scudere 7/25-7/30, Annetta Payne 6/25-6/30, Chad Bundy, Administrator, Steve Hinerman, Sanitarian Supervisor, Cindy Reep, Director of Nursing, Cindy Murphy, Threat Preparedness Coordinator, Dr. Nancy Joseph, Health Officer, Josh Cottrill and Seth Bragg with Magnus Canis Properties.

Board members absent: Tiffany Fell 07/25-07/30
Mary Ann Iquinto 7/21-7/26

Patsy Trecoast made a motion to approve the minutes of the June 10th meeting. Jim Scudere seconded the motion. Motion passed.

Public Comment: Josh Cottrill and Seth Bragg presented information regarding a premium cigar lounge that would open in Stonewood, WV, should they receive an exemption from the 2010 Clean Indoor Air Act of the Harrison-Clarksburg Health Department. They reviewed the floor plan, economic impact, hvac concept, and good neighbor agreement to the board members (information attached).

Nursing Report/ Health Officer report:

Ms. Reep states that the MOU with Family Planning is fully executed and effective 4/1/2026 – 3/31/2027. She states that the Health Department is scheduled for annual training on September 10th. Ms. Reep reports that two staff members attended and shared information learned at the Infectious Disease and Immunization Summit in May which was held at the Summersville Conference Center. She states that the Office of Pharmacy Affairs 340B recertification was also completed. She reports continuing to offer BCCSP services with some updates in the required forms for the program. She states that the Health Department is administering vaccinations required for school entry. She states that there has been a delay in receiving needles from the State Immunization Program, so they purchased supplies from a private vendor. Ms. Reep reports that the Health Department has been administering tdap and hepatitis vaccinations for individuals exposed to flood waters. Ms. Reep states that 200 doses of influenza vaccine (Flublok) have been reserved to lock in at a discount price for the 2026-2027 influenza season. She states that flu vaccine clinics are currently being scheduled. Ms. Reep reports that UHC has been recruited as a sentinel provider for the 2026-2027 influenza season. She reports that there are no current guidelines by CDC/ACIP regarding standing orders to administer to FDA approved 2026-2027 covid vaccines that includes the JN.1 lineage XFG. She states that the Health Department is awaiting guidelines before ordering any updated covid vaccine. She states that Nurses continue working several hours per week on latent TB cases, but she reports no active cases now. Ms. Reep reports that in May, Stephanie Bittinger, LPN, promoted services for

the Health Department at a Health Fair with Harrison Family Resource Network at Salvation Army. She states that in June she along with Stephanie Bittinger, LPN, and Lindsey Dunavant, Public Health Educator, attended a Health Fair at Reynoldsville Baptist Church and offered tdap and covid vaccines. Ms. Reep reports offering physicals for beauty schools, day care centers, basic sports, technical schools, colleges, and universities. She states that tiered pricing is based on the complexity of the physical, ranging anywhere from \$20-\$75. She states that 10-panel expanded urine drug screens are also offered for \$22 through Quest, but these are non-DOT.

Environmental Report:

Mr. Hinerman reports that four new food establishments, two mobile food units, and one tattoo facility have been opened since the last meeting. He reports that he has completed three plan reviews for restaurants that plan to open soon. Mr. Hinerman reports that all Environmental Staff attended an in-person-in-service meeting in Taylor County in July and Barbour County in August. He states that some staff will be attending the annual Public Health Conference at Canaan Valley Resort in September. He states that the Environmental Department completed all state mandated inspections for this half of the permitted year. Mr. Hinerman reports that all permitted establishments have renewed their permits for the fiscal year. He reports that the Radon testing grant was not approved. Mr. Hinerman reports that Ms. Beaudoin and Ms. Wang have been working to meet the standards for the FDA grant for the Voluntary National Retail Food Regulatory Program Standards. He states that in October, he will assist Ms. Beaudoin with entering the data into the portal to show that they met the deliverables for the grant. He states that they are on track to meet deliverables. Mr. Hinerman reports working with some of the flooded retail and food services to ensure that they open back up safely. He reports that he has been assisting Upshur County with their enteric diseases.

Threat Preparedness report:

Ms. Murphy reports that the Health Department closed out the 25-26 PHEP grant with all action items delivered. She states that she is inventorying all PPE to see if any is past the service life for medical use but could be used in flood cleanup efforts. She states that the new PHEP grant paperwork has been issued and they have recently been given the statement of work. She explained the areas they will be focusing on this year. Ms. Murphy reports attending a TEEX class on the medical management of CBRNE (chemical, biological, radiological, nuclear, explosives) patients. She states that these situations would overtax any jurisdiction and knowledge is critical in what the health department's role would be in these instances. Ms. Murphy reports her engagement in county, regional, and state meetings as required by their grant and to keep them in close communications with their partner agencies. She states that she continues working on the troubleshooting manual to help staff be aware of vital parts of their operations. She states that there have been several instances that have occurred where it was important to know where shut offs, breakers, and connections are. She states that she is working with the new technology company to shore up computer systems and technology components. She states that there will be a detailed section in the troubleshooting book that outlines where these components are and how to reset them, if necessary, in the event of a power outage or a tripped breaker. Ms. Murphy reports assisting with the flood cleanup efforts by visiting three volunteer fire departments and administering tetanus shots if they were needed. She states that Clarksburg and Lumberport Fire Departments are working with the Health Department to check their personnel records to see if employees are due for updated vaccinations. Ms. Murphy took a

moment to speak on her time at the Health Department as her last day as a full-time employee is 8/31/2026.

Health Officer report:

Dr. Joseph reported that the Health Department is as prepared as they can be if a measles outbreak occurs in the county. She spoke about recent outbreaks and the misinformation regarding an individual vaccine for measles.

Administrator report:

Mr. Bundy spoke about Cindy Murphy and her important work at the Health Department over the last five years. He states he is grateful for all her contributions in the last five years and is thankful that she will be working as a temporary employee. Mr. Bundy states that an MOU is currently in place with UHC to store vaccines at their facility in the event of an emergency. He reviewed the financial reports from the Sheriff's Office and explained that the Health Department received grant money this fiscal year that was earned the previous fiscal year. He states that they have two grants this year, Immunization and Threat Preparedness. Mr. Bundy spoke about the recent measles outbreak and how the Harrison-Clarksburg Health Department assisted Barbour County with their response. He stated that there were 39 patients that were potentially exposed at United Hospital Center and 23 of those patients resided in Harrison County. He stated that the Health Department worked diligently to mitigate the public health risk. Mr. Bundy also reported that the Harrison-Clarksburg Health Department has been assisting the Upshur County Health Department with their infectious disease investigations. He states that it has been a big undertaking due to the influx of cases of flooding and other issues. He states he appreciates the efforts of staff members and their assistance with not only their county's outbreaks, but another county's as well.

Old Business:

Patsy Trecoast made a motion to allow an exemption for a cigar bar to the 2010 Clean Indoor Air Act of the Harrison-Clarksburg Health Department. James Scudere seconded the motion.

The vote was completed as follows:

Dr. Dunavant – No

Annetta Payne – No

Jim Scudere – Yes

Patsy Trecoast – Yes

A majority was not reached in favor of approving the exemption to allow cigar bars to the 2010 Clean Indoor Air Act of the Harrison-Clarksburg Health Department.

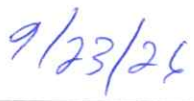
New Business:

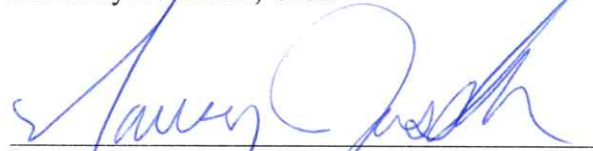
Patsy Trecoast made a motion to re-elect Dr. Dunavant as chairman of the board and Jim Scudere as vice president. Annetta Payne seconded the motion. Motion passed.

Patsy Trecoast made a motion to adjourn. Dr. Dunavant seconded the motion. Motion passed.

The next Board of Health meeting was discussed and determined to be held on September 23rd, at 11:30AM in the health department conference room.


Dr. Kelly Dunavant, Chair


Date


Nancy L. Joseph, Health Officer


Date

