



Harrison-Clarksburg Health Department

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The Harrison County Board of Health Meeting held on March 13, 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, Annetta Payne 6/20-6/25, Mary Ann Iquinto 7/21-7/26, Patsy Trecoast 01/21-1/26, Tiffany Fell 06/23-06/28, Chad Bundy, Administrator, Steve Hinerman, Sanitarian Supervisor, Cindy Reep, Director of Nursing, Dr. Nancy Joseph, Health Officer and Logan Cottrell, Exponent Telegram.

Annetta Payne made a motion to approve the minutes from the January 16, 2025, meeting. Patsy Trecoast seconded the motion. Motion passed.

Tiffany Fell made a motion to go into executive session. Annetta Payne seconded the motion. Motion passed.

Nursing Report/ Health Officer report:

Cindy Reep reports that the clinical staff has been completing online training via the Reproductive Health National Training Center, which is mandatory annually to participate in the Family Planning Program. Ms. Reep states that the annual review by the Family Planning Quality Assurance Monitor is tentatively scheduled for May 7th or 8th. She states that the Memorandum of Understanding is due by March 31, 2025, and they are awaiting revision by the WV Family Planning Program Director. Ms. Reep states that Point of Care testing for HIV/Syphilis continues to be offered, pending risk factors. Ms. Reep reports that they have had issues with UHC/WVU billing patients for mammograms instead of the BCCSP program. She states that they communicated with the UHC billing office, Diagnostic imaging, and Radiological Physician Associates to resolve the problem. This was also reported to the WV BCCSP Nurse Supervisor in hopes of getting the issue resolved. Ms. Reep reports that the Health Department is receiving increased phone calls and questions about measles and vaccinations, likely due to the outbreak in Texas and vaccine exemptions. She reports the nursing staff have been reviewing protocols for handling measles outbreaks. Ms. Reep reports that they continue to perform lead testing as requested. She reports that three HAN's (Influenza A testing, Ebola and Measles) have been sent out since January 16th. She states that these are CDC's primary method of sharing clear information about urgent public health incidents with local health practitioners, clinicians, and laboratories. Ms. Reep reports three current outbreaks at long-term care facilities. She reports that the nursing staff completed the WV Health Information Network training to be able to access medical records pertaining to reportable disease cases that are investigated in the county. Ms. Reep reports that the annual Spring Teaching by WV Public Health Association Nursing Section will be held at Stonewall Resort April 10th and 11th.

Environmental Report:

Mr. Hinerman reports that two food service establishments have opened since the last meeting. He states that two plan reviews have been submitted for food establishments. He reports the closing of one retail food store. Mr. Hinerman reports that the Health Department continues the permitting of new septic systems and modifications, home loan evaluations, animal encounter investigations, foodborne illness investigations, weekly indoor pool inspections and nuisance complaint investigations. Mr. Hinerman reports that Irene Wang is taking courses to study for the national R.S. Examination. He reports that he taught two food handler classes for the Caperton Center. Mr. Hinerman reports that boil water advisories are now available to view on the Health Department website.

Threat Preparedness report:

Cindy Murphy reports that a new website has been developed and implemented by the Health Department. She states that previously, a third party ran the website, but now she oversees the maintenance. Ms. Murphy reports that she has several training courses coming up in the next few months that relate to the Threat Preparedness deliverables, one of which is a Mass Fatality management class in Morgantown at the end of the month. She reports that she continues to attend the Region 2 Homeland Security/Emergency Management Meetings as well as the Local Emergency Planning Committee, Bridgeport Emergency Services Meeting, QRT, Harrison County Ambulance Authority, and the monthly Threat Preparedness PACT meetings. She reports that all of these are good opportunities to develop and strengthen the relationships they need to foster in the event of future public health emergencies, as well as pass along vital public health messages. Ms. Murphy reports that their agency will be participating in the Medical Response and Surge Exercise that is being facilitated by the Region 6/7 Hospital Preparedness Coalition. She states that this will help to meet one of the grant deliverables. She reports that an after-hours call down drill through the WV Public Health Alert Network was performed and had a 100 percent response rate from the Health Department staff. She states that this drill was part of the crisis communications plan in the event of an emergency. Ms. Murphy reports that at the end of January, Taylor County experiences a loss of water crisis. With the permission from Mr. Bundy, she traveled to Grafton to assist their staff with communications and whatever else she could do to help. She states that she worked with the Administrator and the previous Threat Preparedness Coordinator to put out information on boiled water notices and prepare an incident report for the Center for Threat Preparedness. Ms. Murphy states that shortly after the Taylor County water emergency, both Doddridge County and Grafton-Taylor Health Departments hired new people in their Threat Preparedness positions. She states that she helped orient them with the notification systems and the basics of the position itself. She states that there is a mutual aid agreement between all the PACT agencies to help regionally, when necessary, as long as it doesn't hinder their own operations. Ms. Murphy reports that both agencies were grateful for her assistance.

Health Officer report:

Dr. Joseph reports that the final vote has not occurred yet to appeal vaccine requirements for school. She reports that she contacted her local representative to voice her support for vaccination requirements.

Administrator report:

Mr. Bundy started by thanking Cindy Murphy for all her hard work building the new website and praised her for her assistance with other Local Health Department staff. Mr. Bundy states that the first annual audit for Local Health Department Standards will be held on April 15th. He states that State Representatives will be reviewing the Health Department's ability to meet the Standards for Local Boards of Health. Mr. Bundy reviewed the toolkit that is being utilized to upload information pertaining to meeting the standards. Each department in the agency has been uploading documents into the shared drive that links to the toolkit. Mr. Bundy stated that every four years, teams from the State of WV will come and do a more extensive audit. Mr. Bundy states that there was a financial audit scheduled with David Howell and Associates for Wednesday, but it was cancelled and has yet to be rescheduled. Mr. Bundy spoke regarding the upcoming budget, which he states will be discussed more in depth at the next meeting. He reviewed current grants, state aid and other expenditures. He also spoke about current expenditures, focusing on PEIA and the 16 percent increase in premiums. He reviewed the increase of approximately \$20,000 to fund employee's health insurance in the next fiscal year.

Old Business:**New Business:****Executive Session:**

Mary Ann Iquinto made a motion to go adjourn. Patsy Trecost seconded the motion. Motion passed.

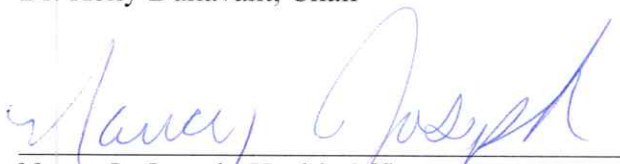
The next Board of Health meeting was discussed and determined to be held on May 7th, 2025, at 11:30AM in the health department conference room.



Dr. Kelly Dunavant, Chair



Date



Nancy L. Joseph, Health Officer



Date