



## Harrison-Clarksburg Health Department

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The Harrison-Clarksburg Board of Health Meeting held on July 17, 2025, was called to order at 11:37 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, Mary Ann Iquinto 7/21-7/26, Patsy Trecoast 01/21-1/26, James Scudere 7/25-7/30, Chad Bundy, Administrator, Steve Hinerman, Sanitarian Supervisor, Cindy Reep, Director of Nursing, Dr. Nancy Joseph, Health Officer, Jason Graser, Edward Jones, and Noah Jeffries, Exponent Telegram. Board members absent: Annetta Payne 6/20-6/25, and Tiffany Fell 06/23-06/28.

Dr. Dunavant began the meeting by mentioning the legacy of Dr. George Shehl and his important work on the Harrison-Clarksburg Board of Health for 20 years. A moment of silence was held in his honor.

Dr. Dunavant made a motion to appoint James Scudere as vice president. Mary Ann Iquinto seconded the motion. Motion passed.

James Scudere made a motion to appoint Dr. Dunavant as president. Mary Ann Iquinto seconded the motion. Motion passed.

Mr. Bundy gave a review of the final audit completed by David Howell and Associates. The audit found zero deficiencies. Mary Ann Iquinto made a motion to approve the audit as written. James Scudere seconded the motion. Motion passed.

Jason Graser from Edward Jones gave a presentation on the holdings and portfolio analysis of the 1.2 million that was invested in 2024. He provided options regarding future investment opportunities should the board be interested.

Mary Ann Iquinto made a motion to approve the minutes from the May 7, 2025, meeting. James Scudere seconded the motion. Motion passed.

### **Nursing Report/ Health Officer report:**

Ms. Reep reports that the annual Family Planning review/audit was completed on May 7 – 8, 2025 and they are awaiting the final report. She states that the clinic is scheduled to complete the mandatory annual Family Planning training on August 6, 2025, via google meet. She states that this training is in addition to other online courses offered through the Reproductive Health National Training Center. Ms. Reep states that the clinic continues to work with Samantha Lee, Disease Intervention Specialist, to treat active syphilis cases as they occur and offer testing. She states that the clinic has been busy administering travel vaccinations, specifically Yellow Fever and Typhoid. She states that flu vaccinations have been ordered, and they will begin scheduling off site clinics for this fall. Ms. Reep reports that there has been an increased number of Latent

TB cases. She states that they are treating six cases currently, which requires a large portion of nursing time. Ms. Reep reports that the Health Department will be set up to offer lead testing on July 26<sup>th</sup>, from 1-3pm at Nutter Fort Park, in collaboration with WV Prevention Solutions and Wellpoint. She states that the theme is Slay the Rays Summer Bash, which is focused on sun safety. Ms. Reep reports that two Health Alert Networks have been sent out since the May meeting. She states that Stephanie Bittinger, LPN, and Jill Foppiano, RN, attending the Infectious Disease and Immunization Summit in Summersville, WV on June 12-13, 2025. Ms. Reep states that the Health Department is partnering with the City of Nutter Fort and Job Squad, Inc., to offer Hep A&B, and TDAP vaccinations to their employees.

#### **Environmental Report:**

Mr. Hinerman reports that one food service establishment and three mobile food units have been opened since the last meeting. He reports that four new tattoo shops have opened since the last meeting, with the anticipation of another one opening soon. 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 and outdoor pool monitoring. Mr. Hinerman reports that all mandated inspections were completed for the previous six months. He reports that all environmental staff attended the WV Sanitarian mid-year training in May and will receive 15 CEU's for their attendance. Mr. Hinerman reports that he will begin training Irene Wang on how to investigate WVEDDS cases, which include animal encounters, foodborne investigations, enteric diseases and zoonotic diseases.

#### **Threat Preparedness report:**

Ms. Murphy reports that she will be attending Public Information Officer training. She states this meeting will also allow the region to prioritize the next five years' worth of training and allow for planning. Ms. Murphy reports that the Region 2 Homeland Security/Emergency Management Meetings, Local Emergency Planning Committee, Bridgeport Emergency Services Meeting, QRT, Harrison County Ambulance Authority, and the monthly Threat Preparedness PACT meetings all continue to strengthen ties with fellow agencies and build network communications. Ms. Murphy reports that the Health Department participated in the MRSE (Medical Response and Surge Exercise) and the WVREDI (West Virginia Responder Emergency Deployment Information) and the after action reports have been filed. Ms. Murphy reports that the deliverables for the 2024/2025 Threat Preparedness grant year have been met and filed in the Center for Threat Preparedness' Google Drive. She states that the new Statement of Work will be out soon for the 2025/2026 Threat Preparedness grant soon.

**Health Officer report:** No Report

#### **Administrator report:**

Mr. Bundy reviewed the current grant structures and the award amounts. He stated that the infrastructure grant would end next fiscal year. Mr. Bundy reviewed the state aid revenue and stated that this year there was an increased amount of around \$45,000.

**Old Business:**

Mr. Bundy states that a letter of support signed by Dr. Joseph and Dr. Dunavant for the continuation of fluoride in the city water was sent to the Clarksburg Water Board. There has not been anything sent back in regards to the letter.

**New Business:** None

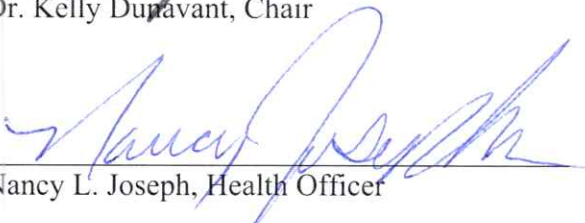
**Executive Session:**

James Scudere made a motion to go adjourn. Mary Ann Iquinto seconded the motion. Motion passed.

The next Board of Health meeting was discussed and determined to be held on September 17<sup>th</sup>, 2025, at 11:30AM in the health department conference room.

  
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Dr. Kelly Dunavant, Chair

  
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Date

  
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Nancy L. Joseph, Health Officer

  
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Date