

December 4, 2013

BH120313

The regular meeting of the Hancock county Board of Health was held on Tuesday, December 3, 2013 at 12:20 pm at the Hancock county Health Department. Chair Rick Smith presiding proceeded with roll call. Board Members in attendance were: Jill Orenzuk, Phil Rujak, Jim Pryor and Wilma Boring. Staff attending were: Administrator Jackie Huff, Donna Gialluco, Carolyn Baker, Michelle Truax, Sophie Eastham, and Shirlee Posovich. Guests were: Chuck McConnell, Public Health Investigator, Eric Carper and Linda Holmstrand.

Board Members reviewed the minutes. Jill Orenzuk motioned to approve the minutes from the October 1, 2013 meeting. Jim Pryor seconded the motion and the motion carried.

The Financial reports were reviewed. Jackie Huff noted Travel expenses were a little out of line due to the traveling of both Jackie and Donna Gialluco to Sanitarian Training in Charleston and Morgantown. She also noted the change order had been mailed for Threat Preparedness. With no other questions or comments, Phil Rujak motioned to accept the financial reports. Wilma Boring seconded the motion. The board voted to accept the financials. The reports will be filed for audit.

Old Business:

Jackie Huff addressed the board regarding the Clean Indoor Act. She stated the Board Meeting notice and agenda had been posted on the health department's website. The Board Meeting notice had also been published in the Weirton Daily times. A copy of the proposed act has been sent to Prosecuting Attorney Jim Davis for his review. For future meetings, the Board Meeting notice and agenda will be posted on the Health Department website and in the local news print. Wilma Boring also suggested contacting the local news media. Phil Rujak asked if a time line had been put in place. While none had been established, Donna Gialluco stated she would send a follow-up note to Mr. Davis requested any recommendations, questions or concerns be addressed to the board by the next scheduled Board meeting. Jackie Huff also recommended that other county's (i.e. Monongalia, Brooke) policies be given to Mr. Davis to compare to our current proposal. While waiting for Mr. Davis's response, Jackie recommended the Board review the policy on the own time. She cautioned the Board that any discussion of the policy with Mr. Davis or among themselves and or staff must be done in an open public forum. With no further discussion, it was agreed among the Board to review the policy individually, (make notes, questions), wait for a response from Mr. Davis, and hold and workshops or discussions in an open public forum either at the next regularly scheduled board meeting or prior to that meeting.

Rick Smith requested a report on the commercial scripts. Donna Gialluco presented 2 rough draft scripts to the board members. Rick & Phil will review the scripts and have something back to Donna by Friday. Rick Smith stated upon approval from the ethics committee, he agreed to produce the commercial with Phil Rujak assisting him for a minimal cost.

New Business:

Chuck McConnell

Chuck McConnell, Public Health Investigator presented a report to the Board on the increase of Gonococcal Resistance among the public. Each board member was given informational articles about the seriousness untreatable strain of this STD. He is requesting the Hancock County Health Department talk to the local schools and hospitals educating them and encouraging all involved in public health to take an active approach to the prevention of this particular strain.

Staff Communications- Shirlee Posovich stated she is turning 65 and was informed she must sign up for Medicare. She requested the Board continue to a lot her \$400 it contributes to each employee's health care premium as payment towards her Medicare premium. The Board will discuss the request with Jackie Huff. Jackie will notify Shirlee of the board's decision. Shirlee asked inquired about Christmas bonuses and pay increases. Rick stated that neither would be occurring this year. The Christmas bonuses have been disallowed due to a finding by the State Audit that was recently conducted. The Board has not yet discussed pay increases.

Clinical-Michelle Truax reported 2 Flu shot clinics were held in October. Both were well attended. The Health Department also participated in a Senior Health Expo held at Mountaineer. Currently we have approximately 30 shingle vaccines and 50 flu vaccines in inventory. It will depend on the state if more Shingle vaccines will be available. If necessary, Michelle can order additional flu vaccines.

Environmental-Jackie reported that tom has left and Carlyne is the department's single sanitarian for the time being. Jackie & Donna attended and passed the food inspection section of sanitarian training. Once they have been approved to complete inspections, they will be assisting Carlyne as needed. Jackie announced she has received a list from the DOP of qualified applicants and will be interviewing and hiring at a later date. Copies of the October and November Environmental reports were distributed to the board members.

Outreach-Donna Gialluco distributed to the Board sample copies of the Health Department's new information brochure. They are at the printer and should be delivered by the December 10th.

The next regular meeting of the Board of Health will be Tuesday, February 4, 2014 at 12:30 in the Health Department's Conference room. A motion was made by Phil Rujak to move into executive session. Jill Orenzuk seconded the motion. The board went into executive session. Upon returning from executive session, Wilma Boring motioned to grant a 3% pay increase, effective December 1 2013, to Health Department employees, Phil Rujak seconded the motion. The board voted unanimously for the increase. With no further business to discuss, Phil Rujak moved to adjourn the meeting. Jill Orenzuk seconded. The meeting adjourned.

Respectfully submitted for Health Officer Anna Suray, MD by

Donna Gialluco

