

The regular meeting of the Hancock County Board of Health was held on Tuesday, October 1, 2013 at 12:30 pm at the Hancock County Health Department. Chair Rick Smith presiding proceeded with roll call. Board Members present were Jill Orenzuk, Phil Rujak, and Jim Pryor. Wilma Boring participated via conference call. Staff attending: Dr. Anna Suray, Medical Director; Jackie Huff, Donna Gialluco, Carolyne Baker, Michelle Truax, Sophie Eastham, and Wayland Harris. Guests in attendance were: Eric Carper and Linda Holmstrand.

Board Members reviewed the minutes. Jill Orenzuk motioned to approve the minutes from the August 20, 2013 meeting. Jim Pryor seconded the motion and the motion carried.

The financial reports were reviewed. Jill Orenzuk motioned to accept the financial reports. Jim Pryor seconded. The board voted unanimously to accept the financials. The reports will be filed for audit.

#### Old Business:

Jill Orenzuk asked for an update on the Comcast agreement. Jackie reported that she had signed the contract; therefore we are locked into the rate that was proposed and approved at the last Board Meeting. Rick Smith requested scripts for the commercials so that he and Phil Rujak could begin developing the spots. Dr. Anna suggested topics to be included in the commercials; should be educational & informational, our services, our website, threat preparedness, diabetes and the flu shot clinics as a first priority by November. Rick Smith proposed 15 to 20 seconds spots.

#### New Business:

##### Strategic Plan

Jackie presented the board with an overview of the 3-year Strategic Plan prepared by Dara Pond of Dara Pond Strategic Services & Bruce Decker of Collective Impact. She informed the Board of the 3 meetings conducted; 2 with employees and 1 with our community stakeholders, goal areas & desired outcomes. She also noted that each goal area was assigned a "Champion" to oversee the action steps and progress of each goal outcome. Some are 6 month goals while others are 3 years in length. She concluded by stating she felt the project was successful and stressed the ultimate outcome for conducting the strategic planning sessions was to have the Health Department accredited if and when the state becomes accredited. Jill Orenzuk motioned to accept and adopt the 3-year Strategic Plan. Wilma Boring seconded. The Plan was adopted. A copy of the Strategic Plan was given to all Board Members. Wilma's will be mailed to her.

##### Audit

Jackie reported on the Audit done by Devon Smith of the WV State Auditor's office. While the overall audit score was the best rating the Health Department could receive, we were given 7 findings. Jackie discussed the findings and the proper corrective actions have been made. Jackie and Rick Smith

reviewed these with the auditor during the exit interview. Jackie has submitted responses to the State Auditor's office with Rick's approval. A complete copy of the Audit is on file in Jackie's office.

### Website Survey Review

Jackie reviewed the results of the survey. As of September 27 2013, 285 people had taken the survey. Suggestions were made to attempt to increase survey results:

- Request our clinic patients completed survey
- Utilize WTOV-9 survey question of the day (could require a news story)
- Inserted in a county newsletter or the Courier
- Advertised in a commercial

Dr. Anna suggested that the survey results be used as a spring board towards establishing a no-smoking policy.

### Eric Carper

Eric Carper of the Brooke Hancock Tobacco Prevention Coalition addressed the board on behalf of the Coalition. He presented a report on the economic impact of adopting a no-smoking policy. He reported through all his research, there were no findings of negative economic impact. He gave a binder of his findings to Dr. Anna. He suggested it may possibly help businesses. He announced the next coalition meeting and advised the Board the coalition offers their assistance and would be launching their own survey. Linda Holmstrand of the American Lung Association commented that while gathering data is a good tool, ultimately the board needs to move forward with adapting some sort of policy. She presented the Board with numerous charts and statistics from the CDC. She noted that Hancock County has one of the lowest smoking rates in the state.

### No-smoking Policy

The Board continued to discuss their views on the Clean Indoor Act Policy. Rick Smith posed the question of what percentage does the Board want to adopt as policy. He questioned Eric Carper as to the percent found in his CIA draft. It is 100%. Dr. Anna suggested first getting the idea out to the public the Board is considering a CIA policy. Rick Smith then questioned who determines that proposal and the legality of such a policy. Discussion continued among the Board Members. A motion was made by Jill Orenzuk, seconded by Jim Pryor to further the board's efforts with regard to adopting a 100% county wide no-smoking policy and reviewing a draft proposal for Clean Indoor Air regulations by board members as well as legal counsel. The motion passed.

### Communications-Reports from Staff

Jackie introduced Wayland Harris as a new member of the staff. He will be Hancock County's S N S Coordinator and assist Jackie with Threat Preparedness.

Environmental-August and September Environmental Reports were distributed to Board members. Wilma's will be sent out in the mail.

Clinical-The nursing staff has already given 50 flu shots. 2 clinics are planned. The first one is October 16<sup>th</sup> at Weirton Madonna High School and the second is October 24<sup>th</sup> at the Chester American Legion.

Outreach-The Department received a small grant to become Community Assisters. They will provide information to WV residents wishing to enroll in a Health Care Plan. Jackie Huff and Donna Gialluco attended the training and will be the Health Department's Community Assisters.

HIPPA-As of September 23, 2013, the Health Department is in compliance with the HIPPA Omnibus Rule.

The next regular meeting of the Board of Health will be Tuesday, December 3<sup>rd</sup> 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, with no further business to discuss, Phil Rujak moved to adjourn the meeting, Wilma Boring seconded the motion. Meeting adjourned. Respectfully submitted for Health Officer Anna Suray, MD by

Donna Gialluco