

Morgan County Health Department

187 South Green Street
Berkeley Springs, West Virginia 25411

AGENDA

Board of Health

May 15, 2017

4:30pm

Call to Order/Opening Comments –Angela Gray

- **Approval of Agenda –Angela Gray Review/Acceptance of Minutes: April**
- **Public Comment:**

Current Issues:

Departmental Reports:

Tabled until June 2017 meeting

Unfinished Business

- **Joint County discussions (for any updates) – BOH**
- **HD Move (for any updates)**

New Business

- **Flood Plain Exemption Request.**
- **Expired Permit Renewal Waiver Request**
- **FY 2018 Budget**
- **FY 2018 Program Plan**

Executive Session – Personnel. Bill

Adjourn

Next Scheduled meeting will be May 30, 2017 (Joint County)

Morgan County Board of Health

April 17, 2017

Morgan County Health Department Conference Room

Board of Health Chair present: Angie Gray BSN, RN
Members present: Barb Wolfe, Dave Hansen, Sandy Bienen
Morgan County Health Officer absent: Kevin McLaughlin, DO
Staff present: Patty Caldwell, Dana Ryce, Tim Zeigler, Bill Kearns
Public: Mr. Ron Martin

4:30 p.m. - CALL TO ORDER: Angie Gray, Chair

Approval of Agenda – Executive Session at end of meeting - Angie Gray

There being no objections, Agenda for April 17, 2017 meeting approved as submitted

Review/Acceptance of Minutes – Angie Gray

There being no objections, Minutes from March 20, 2017 accepted as submitted.

Public Comment: No public Comment. Mr. Ron Martin attended meeting.

Department Reports:

- **Nurses Report** – Patty Caldwell, RN - report attached
 - Assisting Starting Points with their Annual Baby Shower for expectant mothers
 - Packing office items for move to new location
 - Medicaid changes in Family Planning, as of January 1, 2017, reviewed and explained by Angie
- **Environmental and Threat Preparedness Reports** – Tim Zeigler, Sanitarian - reports attached
 - More septic perc requests due to warm weather
 - Restaurant inspections have been increased
 - Food Service classes for managers given at health dept. Make-up Food Service classes for managers scheduled. Will not receive Permit to Operate until class taken.
 - Attended Threat Preparedness training in Moorefield with Bill and upcoming training in Keyser.
- **Administration/Financial Report** – Bill Kearns, Admin. - report attached
 - Budget shows approximately \$2,000 (+) difference
 - Furnishings for new office space will be purchased as well as security system with 2 cameras in place
 - Forecasted move by end of month or 1st of May. Need to secure internet provider and phone system
 - Members asked when they could visit new office
 - FY-2016 Audit was ‘clean’. Copies of audit given to members
 - Bill advised members of his meeting with Lone Wolf owner which included renovations and separate smoking lounge.

Motion by Sandy Bienen and seconded by Dave Hansen to approve Departmental Reports as submitted. Motion carries

Unfinished Business

Joint County Board of Health merger was discussed. A decision to merge Morgan County and Berkeley County Boards of Health, hopefully, will be made soon. One Morgan County Board member can attend the Berkeley County Board of Health meeting scheduled for April 18. Two meetings will be scheduled in May. One being the regular monthly meeting on May 15th and a Joint County Board of Health meeting will be scheduled in Berkeley County in May. The Joint County meeting will be for all members to attend.

New Business – No new business

5:40 p.m. - Motion to adjourn regular meeting.

Executive Session: Discussion of personnel matters

Next Scheduled meeting will be May 15, 2017

_____/_____(date)
(date)

Kevin T. McLaughlin, DO
Morgan County Health Officer

OR

_____/_____
Angela Gray, BSN, RN
Morgan County Board of Health Chair

File A-42