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### Meeting Notice Detail

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<b>Taylor County Board of Health</b> <b><i>Grafton Taylor Co Health Dept</i></b>
<b>Date/Time:</b> 7/22/2022 -- 9:30 AM
<b>Location:</b> Grafton City Chambers Grafton WV
<b>Purpose:</b> Regular Meeting
<b>Notes:</b>
<b>Meeting was approved : 7/1/2022 2:19:48 PM</b>

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Tuesday, December 6, 2022 — 2:20 PM

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**Grafton-Taylor County Board of Health**  
**Meeting Agenda**

**Friday, July 22, 2022 at 9:30 AM**

Grafton-Taylor Health Department, 718 West Main, Grafton, WV

- I. **Pledge of Allegiance and Invocation**
- II. **Call to Order** – Jeff Isner, Chairman
- III. **Election of Officers**
- IV. **Approval of Minutes**  
May 20, 2022 (Regular Meeting)
- V. **Administrator's Report**
- VI. **Community Health**  
Public Health – Nelda Grymes, RN  
HRSA Community Education and Outreach – Annie Kennedy
- VII. **Community Protection** (see section reports)
  - a. Threat Preparedness – Shawn Thorn
  - b. Epidemiology, Disease Surveillance – Nelda Grymes, RN
  - c. Harm Reduction – Melissa O'Brien
  - d. Environmental – Jeff Kiger, RS
- VIII. **Committee Reports**
  - a. Finance / Audit Committee – Approve Financials
  - b. Human Resources / Personnel Committee - Marian Browning
  - c. Building Committee – Judy Collett / Chuck Duckworth
- IX. **Unfinished Business**
  - a. Allocation of \$10,000.00 to provide the Attic Room and Stairs (Deductive Alternate 3)
- X. **New Business**
  - a. Approval for 150 feet of privacy fencing to be located between the new building and the immediate neighbors – Current cost estimate is \$40 per linear foot X 150 feet = \$6000.00
- XI. **Public Comment**
- XII. **Board Member Comments**
- XIII. **Governance**

NEXT MEETING: 9/16

**Adjourn**

## Grafton-Taylor County Board of Health

The Grafton-Taylor County Board of Health met on Friday, July 22, 2022, at 9:30am, at the Grafton-Taylor County Health Department.

**Members Present:** Jeff Isner, Chairman  
Judy Collett, Vice Chairman  
Dr. David Bender  
Charlie Marshall  
Charles Duckworth

**Members Absent:** Kimberly Rogers

**Staff Present:** Boyd Vanhorn  
Marian Browning

Boyd Vanhorn led the Pledge of Allegiance and gave the Invocation.

### Election of Officers:

The first order of business was to elect officers and appoint committees.

Jeff Isner opened the floor for nominations for Chair. **MOTION** made by Charlie Marshall to nominate Jeff Isner, **SECONDED** by Judy Collett. **MOTION** was made by Judy Collett to close the nominations for chair, **SECONDED** by Charlie Marshall. Nominations for chair were closed. **MOTION APPROVED UNANIMOUSLY.**

The floor was opened for nomination of Vice Chair. **MOTION** made by Chuck Duckworth to nominate Judy Collett as Vice Chair; **SECONDED** by Charlie Marshall. **MOTION** was made by Chuck Duckworth to close the nominations for Vice Chair, **SECONDED** by Charlie Marshall. Nominations for Vice Chair were closed. **MOTION APPROVED UNANIMOUSLY.**

Jeff Isner asked if anyone wanted to change their committee assignments. Everyone was in agreement to stay on their appointed committees.

The meeting was called to order by Jeff Isner; proper notifications had been made and a quorum was present.

### Approval of Minutes:

Minutes from the previous meeting of, May 20, 2022, were presented and approved. **MOTION** by Chuck Duckworth, **SECONDED** by Judy Collett. **MOTION APPROVED UNANIMOUSLY.**

Boyd will give his Administrator's report after the section reports.

### Community Health

**Public Health** - the Public Health report is included in the packet.

- Nelda is not here today, but Jeff Isner has been in contact with her, and public health is doing well. Family Planning is picking up which is good because we really need to focus on that program now.

## HRSA

- Annie is working outside this morning coordinating the 75th Anniversary and Groundbreaking Event.
- The HRSA program will be wrapping up by the end of this month and the funding will be depleted; however, we will continue with the programs that this has enabled us to put in place.

## Community Protection

### Threat Prep

- ✓ Shawn's report is included in the packet.

### Harm Reduction

- ✓ Melissa's report is in the packet
- ✓ Note that on the May Harm Reduction report there where an additional 383 needles picked up from one location in Thornton.

### Environmental – the Environmental report was given by Jeff Isner

- According to Jeff Kiger septic system installations have been down. This year we have put in 15 septic systems. New home construction should pick up with the gas prices coming down and that will increase the number of septic system installations.

## Committee Reports

### Finance Committee – Jeff Isner gave the finance report.

- As reported by Marian there is \$197,000. in the checking account and \$250,358. in the savings account.
- With grant payments and state aid we will have another \$103,444. in funds by the middle of August.
- Expenses and allocated funds for the building project equal \$119,786. after deducting that amount the cash on hand by the end of August will be \$426,446.
- Discussion was had about the health department funding the installation of a 6' white vinyl privacy fence between the building construction sight and the houses next to it. The cost of the fence will be approximately \$6,000.00.
- Jeff Isner asked for a motion to approve the funding of the fence and the additional \$10,000.00 for the completion of the attic room in the new building, **MOTION** was made by Chuck Duckworth to approve the additional funding of \$10,000.00 to add attic trusses and a stairway to the attic. **SECONDED** by Judy Collett. **MOTION PASSED UNANIMOUSLY.**
- **MOTION** was made by Chuck Duckworth for the health department to cover the expense of installing a 6' white vinyl privacy fence at a cost of \$6,000., **SECONDED** by Judy Collett. **MOTION PASSED UNANIMOUSLY.**
- Jeff Isner commented that from a financially standpoint things look good right now; however, the budget is showing about a \$70,000 shortage in the next fiscal year. There is an expected additional \$10,000.00 in funding for each of the coming 5 years. We should get more money from the levy and the state may increase our state aid. Charlie and Jeff decided at the financial

committee meeting to revisit this in January 2023 to find out exactly where we are on our personnel and operating costs to make sure that we are not over budget.

- Boyd mentioned that the IAP grant that has been \$8,885 was increased to \$10,000. for the next year.

**MOTION** to approve the financial report was made by Chuck Duckworth, **SECONDED** by Judy Collett.  
**MOTION APPROVED UNANIMOUSLY.**

**Human Resources** - the Human Resources report was given by Marian Browning

- Marian asked that a meeting be set with the Human Resources committee to discuss some policy changes.

**Building Committee**

- ✓ Jeff Isner thanked the County and City for providing the additional funding to get the building project completed.

**Administrator's Report** - the Administrator's Report was given by Boyd Vanhorn

- Boyd ran through the itinerary for the 75<sup>th</sup> Anniversary Celebration and Groundbreaking taking place today. Boyd will emcee the event.
- Copy of the itinerary is included in the packet.

**New Business**

None

**Public Comment**

None

**Board Member Comments**


None

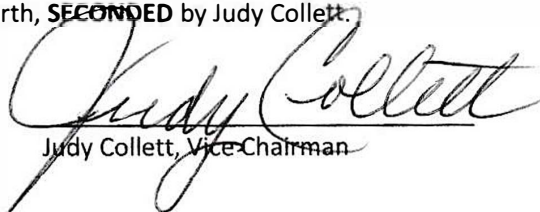
**Governance**


The next board meeting will be held on September 16, 2022, at 9:30 am at the Grafton City Council Chambers.

**MOTION** to adjourn the meeting was made by Chuck Duckworth, **SECONDED** by Judy Collett.

**MOTION APPROVED UNANIMOUSLY.**

  
\_\_\_\_\_  
Jeff Isner, Chairman

  
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Judy Collett, Vice-Chairman

  
\_\_\_\_\_  
Dr. David Bender, Secretary  
Recorded and typed/mjb  
Reviewed/bkv