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Meeting Notice Detail

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Taylor County Board of Health Grafton Taylor Co Health Dept
Date/Time: 11/18/2022 -- 9:30 AM
Location: Grafton City Chambers Grafton WV
Purpose: Regular Meeting
Notes:
Meeting was approved : 11/1/2022 2:19:48 PM

[Back to Meeting Notices](#)

Tuesday, November 1, 2022 — 2:20

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Grafton-Taylor County Board of Health

Meeting Agenda

Friday, November 18, 2022, at 9:30 AM

Grafton City Council Chambers, 1 West Main, Grafton, WV

- I. **Pledge of Allegiance and Invocation**
- II. **Call to Order** – Jeff Isner, Chairman
- III. **Approval of Minutes**
September 16, 2022 (Regular Meeting)
- IV. **Administrator's Report**
- V. **Community Health**
Public Health – Nelda Grymes, RN
- VI. **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
- VII. **Committee Reports**
 - a. Finance / Audit Committee – Approve Financials
 - b. Human Resources / Personnel Committee - Marian Browning
 - c. Building Committee – Judy Collett / Chuck Duckworth
- VIII. **Unfinished Business**
- IX. **New Business**
- X. **Public Comment**
- XI. **Board Member Comments**
- XII. **Governance**

NEXT MEETING: January 20, 2023 Adjourn

*-New
Cleaning
Lady*

Grafton-Taylor County Board of Health

The Grafton-Taylor County Board of Health met on Friday, November 18, 2022, at 9:30am, at the Grafton City Chambers.

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

Staff Present: Boyd Vanhorn
Marian Browning
Nelda Grymes
Shawn Thorn

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

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 September 16, 2022, were presented and approved. **MOTION** to approve the minutes was made by Chuck Duckworth **SECONDED** by Judy Collett. **MOTION APPROVED UNANIMOUSLY.**

Administrator's Report – given by Boyd Vanhorn

- My focus has primarily been on the building, I have done several walk-throughs with CityNet regarding networking and security cameras, door locks which are future items and just making sure receptacles are in the right place.
- Regarding the purchase of the generator, the City has indicated that they do not want to fund the generator out of the contingency money. We have budgeted \$25,000.00 through a grant for the purchase of the generator. The bids have been coming in really high, but I have worked it out to where I can get it close to the budgeted amount; however, an additional cost will be a cable that is needed to hook it up to the power that could cost around \$2,000.00. I am waiting for an estimate from Tygart Electric for installation of the generator. Rough estimate for the cost of the generator and transfer switch is \$21,497.00 which would leave \$3,194.00 toward installation and the cable. This generator will not run the elevator.
- On December 9th at 11:00 AM we will have a special meeting at Jerry's Restaurant to celebrate the holidays and do our annual training.
- Jeff Isner asked Boyd for a quick overview of the grants:
 - We will be recouping \$20,000.00 that we already paid for the chairs and table in the training room.
 - We have paid for the furniture from the Manchin grant and made a down payment on the window blinds.
 - ELC 1 grant has been completed.
 - ELC 2 grant has four quarters left to bill of which the \$25,000.00 for the generator will be billed from once the money has been spent and the \$20,000.00 for the training room furniture mentioned earlier. There is also personnel funding available in this grant.
 - The 2023 Threat Prep grant is in and still at \$29,000.00.
 - We are getting a statewide grant over a 5- year period of approximately \$5,000.00 per year.

- There is a proposal pending that will tie the Harm Reduction and Family Planning programs for approximately \$54,000.00. We are just waiting for approval of that grant.
- The basic Harm Reduction grant has been approved for \$55,000.00.

Community Health

Public Health - the Public Health report was given by Nelda Grymes.

- ✓ The numbers are included in the packet.
- ✓ Immunizations are very steady. It is flu vaccine season so there have been a lot of walk-ins for the flu and Bivalent vaccines.
- ✓ We gave 550 total immunizations in October.
- ✓ We are out of the high dose flu vaccine.
- ✓ Nikki has been doing vaccine clinics off site at several locations.
- ✓ We have completed training for the lead machine and can now do testing for lead.
- ✓ Family Planning clinics are being held every month and are becoming very busy.
- ✓ Covid cases are steady, but are going down. We do still have some outbreaks in the community.

Community Protection

Threat Prep – report was given by Shawn Thorn

- At the WV Public Health Association at Oglebay a Threat Prep exercise was completed that went over very well. There were 31 participants in attendance.
- Shawn attended Cyber Security Training at Camp Dawson for 1 week. There will be some grants coming available through CISA for cyber security training.

Harm Reduction - report was given by Melissa Obrien

- ✓ The Harm Reduction program is doing well.
- ✓ In the past 2 months we have collected about 2500 syringes and dispensed about 2000. We are still collecting more syringes than we are handing out.
- ✓ Visits are averaging 20 - 25 participants per month
- ✓ We are now sending a box of syringes out once a week to WVU Associates who will be testing the syringes and sending us a report as to what type of substances are being used.
- ✓ We are offering Naloxone training once a month to the general public and also to our Harm Reduction clients from 1:00 pm – 3:30 pm on Tuesdays; there has only been one person during the Harm Reduction program that wanted to stay for the training.

Environmental – report was given by Melissa Obrien

- We will be invoicing for the January and December permits starting next week.
- Septic Installations are up.
- We permitted a new restaurant yesterday, The Flower Market which will start serving a limited breakfast menu.
- The on-the-job sanitarian training with the district sanitarian Penny is almost completed, there are 3 more sessions to do.
- All schools have been inspected.

Committee Reports

Finance Committee –finance report was given by Jeff Isner

- ✓ The finance committee met and audited the payroll, credit card and electronic transactions.

- ✓ We currently have \$672,000.00 cash on hand, but we will be having a lot of expenses with the new building. The projected income and expense report shows that by December 31, 2022 we will be at approximately \$440,000.00.
- ✓ In March 2023 when Marian prepares the Program Plan we will take a really hard look at our line items for FY 24 and look for opportunities to increase our revenue.
- ✓ Discussion was had on transferring \$150,000.00 into either a CD or treasury bonds in order to earn a better interest rate. It was decided that the finance committee would meet and come up with a recommendation to present at the next board meeting.

MOTION to approve the financial report was made by Kim Rogers, **SECONDED** by Charlie Marshall.
MOTION APPROVED UNANIMOUSLY.

Human Resources Committee – report was given by Marian Browning

- We have hired a new part time janitor Ashley Bolyard at a rate of \$10.00 per hour.

Building Committee - report was given by Judy Collett and Chuck Duckworth

- ✓ A building meeting was held on Monday to discuss building items.
- ✓ There is still some frustration regarding the generator and receiving the specs that we need in order to proceed with the purchase of the generator.
- ✓ There needed to be some changes made to some wall plates and outlets and adding a receptacle and data port in the boardroom.
- ✓ Windows have arrived they will install those first and then put the siding on.
- ✓ There has been one contingency draw for the repair on the soil for \$29,000.00.

Unfinished Business

None

New Business

None

Public Comment

None

Board Member Comments


None

Governance

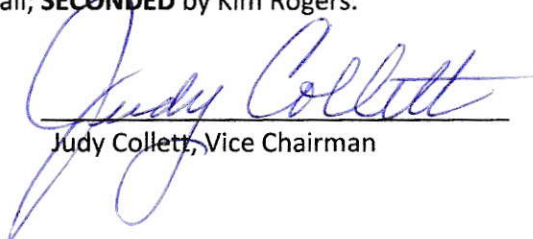
The next board meeting will be held on Friday December 9, at 11:00 am at Jerry's Restaurant in conjunction with the annual staff Christmas Dinner.

MOTION to adjourn the meeting was made by Charlie Marhsall; **SECONDED** by Kim Rogers.


MOTION APPROVED UNANIMOUSLY.



 Jeff Isher, Chairman



 Judy Collett, Vice Chairman



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