

Washington County Board of Health  
Meeting Minutes  
November 18, 2008

The Board of Health meeting was called to order by President Wilbert Antill with the following members in attendance: Wilbert Antill, Richard Daniell, Bob Powell. Dr. Todd Myers, Jim Rodgers, and Steve Johnson were excused from the meeting. Staff members present: Dr. Kathleen Meckstroth, Valerie Betkoski, Ken Robinson, and Jeannie Farnsworth

Mr. Powell moved that the minutes of the October 14 meeting be approved as mailed. Second, Mr. Daniell. Motion carried.

The first reading of the new fees for food licensure was held. This also served as the public meeting for these changes. No members of the public were in attendance.

The Financial reports were presented by Ms. Farnsworth. New reports were distributed that reflected the changes that had occurred since the end of October. The estimated carry-over was somewhat changed because of cash advances made to cover payroll in grant funds. The bank reconciliation reports for September and October were available for the Board to review.

Budget Actions were requested for submissions made on 10/24, 10/30, 10/31, 11/6, and 11/17. On 10/24/08 the action was requested to open a new fund and establish appropriate line items for the newly awarded Obesity Prevention grant. Other action items included additional appropriations in District Board of Health (10/30, 11/6, 11/17), Dental Sealant (10/31), Food Service (11/6), Private Water Systems (11/6), and Public Health Infrastructure (11/17); transfers in Public Health Nursing (10/30), Private Water Systems (10/30, 11/6), Sewage (10/30), and SEODC (11/6). Reductions in appropriations were made in the Sewage fund. Finally, Advances in and out from District Board of Health to Public Health Infrastructure were requested to cover expenses in that fund prior to receipt of grant monies due. Mr. Daniell moved approval. Second Mr. Powell. Motion carried.

A list of bills was presented for approval. Mr. Powell moved approval. Second Mr. Daniell. Motion carried.

Dr. Meckstroth presented her report as was distributed. She also stated that on November 10 she presented a letter to the Belpre City Council to consider regarding contracting with the Washington County Health Department for public health services. She is to be present at the November 24 meeting of Council to answer any questions that may be asked on this correspondence.

Ms. Betkoski presented the Nursing report. Over 2,500 flu shots have been given to date. The nursing department was involved in discussions with the dog warden and several individuals regarding animal bites. The BCMH position has been offered to a nurse who formerly worked in Meigs County but has since moved to St. Mary, WV. She will begin working in January at \$14.50 per hour for 32 hours per week. She does not require health insurance.

Mr. Robinson gave the Environmental Health report. 110 sewage permits have been written for 2008.

The following out of county meeting was presented for approval:

HIV- World AIDS Day Conference, December 3, Columbus (Shaffer)  
Time and travel (PHI funds)

Mr. Daniell moved approval. Second Mr. Powell. Motion carried

Old Business: The resolution previously submitted last December on residential plumbing was presented for further consideration. The County Commissioners recently adopted the residential building code and the plumbing falls within the jurisdiction of the Health Department. The Board members present had not received a copy of the resolution prior to the meeting so tabled further discussion until December 9. Dr. Meckstroth was instructed to provide more information regarding other counties that have adopted a residential plumbing code.

New Business: The Progressive Discipline Policy was presented for review and adoption. This had previously been reviewed by the supervisors. Mr. Powell moved adoption. Second Mr. Daniell. Motion carried.

Dr. Meckstroth requested that the Health Department be closed on December 26. Mr. Daniell moved approval. Second Mr. Powell. Motion carried.

The next meeting of the Board of Health will be December 9 at 7 p.m.

The meeting was adjourned at 9:05 p.m.

Respectfully submitted,

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Kathleen Meckstroth, Secretary

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Wilbert Antill, President