

## Minutes of Berkeley County Health Department January 23, 2006

Attending: Ruby Foltz  
Robert Burkhart  
Max Fisher

Sandra LeMaster  
Diana Gaviria  
Jim Barnhart

Bill Kearns  
Courtney Swift  
Steve Alenskis

Guest: Mark Baker

Call to Order: 4:00pm by Max Fisher

Motion to approve minutes R. Burkhart, second R. Foltz, approved

Clinical report: reviewed by Sandra LeMaster

- Gave the immunization report, went up from last year 1857 and in Dec 2375. These are just Monday's immunizations.
- They did over 3000 flu shots, about 600 more than last year

Environmental report: reviewed by Jim Barnhart

- Rabies: they were unable to test the fox
- Second inspections for the schools start in February
- Radon: are broadcasting on 3 different stations (WEPM, WLTF, WKMZ) Billboard in Marlowe and it will be in the newspaper. On the 10,000 Radon grant.

M. Fisher asked S. Alenskis about the sewage department. All he had to say was that he is getting things done as fast as he can and things are still coming in like normal.

Administrator/Financial report: presented by Bill Kearns

- We will get a new sanitarian Kenneth Orr; he will be starting Feb 1 or the following week. He will be joining classes on February 13th
- July 2005 – December 2005 changes in finances we have the Medicare for the flu shots.
- The new threat preparedness coordinator Pamela Holstein-Wallace, she will be starting February 1.
- The Matching Funds grant \$18,500 was granted. They will be purchasing a lap top, video conferencing, typewriter, new furniture for the waiting room, desks, and some more things. This is the last year for the grant.

- Introduced Courtney Swift

Health Officer report: presented by Dr. Gaviria

- Talked about Pamela Holstein-Wallace the new TP coordinator she has a lot of experience in this field.
- Mr. Blackburn agreed to be the soil consolidate
- Mr. Rohrbaugh sent a letter to the health officer requesting Health Department assistance in compelling property owners to connect to public sewer. M. Fisher stated that Brad Reed and Richard Wheeler dealt with that in the past.
- Mark Baker noted that in Pikeside some property owners were taken to circuit court by the sewer district and compelled to connect at Sewer District expense. Dr. Gaviria will contact Richard Wheeler and regional engineer for guidance on handling Sewer District request.

M. Fisher made the motion to approve reports, R. Foltz and R. Burkhart second, motion was approved.

Old Business:

- Letter was giving to the board from Rick Hertges
- The inclement weather letter was signed by John Miller
- Bill Kearns and Jim Barnhart will check into driver safety training

New Business:

- Budget Reviews- first half needs to be adjusted. Line 4345 extra funding state aid increase \$20,735 state aid \$2000.
- 4610 increase \$2,700, line 4650 increase \$4,600, line 4700 Radon grant \$10,000
- Line 4800 increase \$2,500, line 6050 increase \$18,500, 6190 over being reimbursed don't need to be adjusted. Line 6220 no change refund. Line 6235 \$2,500. Received refund \$1,400.
- Line 6310 increase \$750 water cooler in the Dunn building and the Clinical building. 6320 increase \$1000 needles. 6600 Miscellaneous silent alarm, county reimbursement. Clinical building has a button.

First motion M. Fisher made the motion R. Burkhart and R. Foltz second the motion was approved.

Second motion M. Fisher made the motion R. Foltz and R. Burkhart second the motion was approved.

Public Comments:

- Mark Baker wanted to state what a good job S. Alenskis is doing since he has been the only sanitarian. Mr. Baker had made his concerns at the last meeting. He was really worried about S. Alenskis being the only sanitarian.
- Steve Alenskis wanted to state that he has been here for 5 years and he is requesting a pay raise of 10%. R. Burkhart wanted a dollar amount S. Alenskis said \$3000 minus from the raise that he already has got so \$2100 a year. R. Burkhart agreed to consider the possibilities for the request. R. Foltz asked about the pay roll budget and they need to figure out the budget before they grant it. Mr. Kearns noted that historically salaries are reviewed at each new fiscal year.
- No mid-budget plan as of now being revised for next meeting

Mr. Burkhart made motion to go into executive session to discuss personnel matters, Ruby Foltz second. Motion approved.

Mr. Burkhart made motion to exit executive session. Noted that personnel matters were discussed and no decisions/motions were made. R. Foltz second. Motion approved.

Ms. Foltz made motion to adjourn, Mr. Burkhart second. Adjourned 5:35 pm.