

**Minutes of Berkeley County Health Department
December 18, 2006**

Attending: Diana Gaviria	John Miller	Robert Burkhart
Bill Kearns	George Karos	Pamela Holstein-Wallace
Sandra LeMaster	Joy Buck	Courtney Swift
Jim Barnhart	Ruby Foltz	Angie Gray

Guests: Jantina Mann	Bill Weis
Ken Mann	Matthew Umstead
Richard Talbott	Tom Colan
Mike Folk	

Call to order: 4:00pm by John Miller

J. Miller as for a motion to approve minutes from previous meeting. Motion was made by J. Buck, second R. Foltz, motion approved.

Threat Preparedness report: reviewed by Pamela Holstein-Wallace

- Had a regional Pandemic Flu table top exercise in Romney, WV. Nine different counties attended the exercise.

Clinical report: reviewed by Sandra LeMaster

- We have provided 1027 flu shots so far
- Going to give homeless and Bethany house flu shots soon
- Have about 20 doses left of flu vaccine from the private stock
- We have a new nurse Angela Gray. She has been a LPN for 13 years and went back to school for her BSN.
- Angie Gray wanted to thank Bill Kearns, Dr. Gaviria and Sandy LeMaster for letting her work for the Berkeley County Health Dept.

Environmental report: reviewed by Jim Barnhart

- We had a positive Raccoon out on Butlers Chapel Road
- We received a plan review for Arby's out on Edwin Miller Blvd
- Make up Food School was on December 12th.
-

Administrator/Financial report: Presented by Bill Kearns

- Finance report from July-November 2006
- Wanted to state again that we are now in a profit margin for Flu Vaccine.
- The Radon grant of Oct 1 was approved. Also the Threat Preparedness grant was approved

- We will start being audited starting January 11, 2007

Health Officer report: Presented by Dr. Gaviria

- Dr. Gaviria is Health Dep't. representative on Oral Health task force. Lisa Dunn, DDS is coordinator. Goal is to provide dental care for low-income children and adults and ultimately to start up a low income dental clinic.
- MRC is waiting on grant approval.
- G. Karos mentioned to Dr. Gaviria that there is an office that is vacant and she might be able to use that for the dental clinic, she said that she will find out about it.

J. Buck made a motion to approve the reports second by R. Foltz

Old Business:

- Storage shed for the Health Dept was purchased and is waiting on the old one to be removed so we can move in new one. The new one should be here by Dec 27th.
- Martha's Retirement party was on Dec 15th and it went very well. There were over 60 people that came.
- J. Barnhart handed out the Well Grouting Regulations to the board members for review. After discussion, no further action was recommended.

New Business:

- B. Kearns wanted to say that we have a new Food Sanitarian that we have hired her name is Amy Edwards and she will start Jan 2, 2007. She is replacing Barbara Koblinsky position.
- We have a gentleman that took the sanitarian test and we are waiting on the results of his test before hiring.
- D. Gaviria gave out a letter to the Board about Steve Alenskis arrest about some concerns from the public.
- B. Kearns wanted to state Steve Alenskis termination was not because of the charges that are against him, but instead for a policy violation.

Public Comment:

- Mike Folk wants to see if any kind of policy can be made for all the subdivisions that were signed by Steve Alenskis and are pending be reviewed again before Planning commission approves it.
- D. Gaviria talked to Richard Wheeler from our District office to let him know what is going on and to see if we can get some help with the properties. He is willing to help.
- M. Folk talked to some developers and they said that there are some septic reserve areas in flood plans and drain easement which is not right.
- J. Miller said that each complaint that we get about these properties should be looked at.

- D. Gaviria is going to talk about this at the Planning Commission meeting on 12/18/06.
- Bill Weis spoke about something should be done now and not to wait until people come in and complain because by then it can become a public health issue to the county.
- J. Buck wants to know how many projects Mr. Alenskis has worked on that are still pending. D. Gaviria and B. Kearns did not know what he has got done yet.
- J. Miller said that J. Barnhart and D. Gaviria can look at the pending subdivisions and if they are in a bad area refer them to Richard Wheeler to look at them.
- J. Miller said that if we do find something wrong with the properties that the perks will have to be redone and evaluated again.

Motion made by J. Buck for J. Barnhart and Dr. Gaviria to review and recommend further action on all applications that were approved by Steve Alenskis and are pending preliminary plat approval by the Planning Commission. Second R. Burkhart, motion approved. Dr. Gaviria will go before Planning Commission to advise them of motion.

Motion to go into executive session for litigation concern G. Karos, second J. Buck, motion approved.

J. Miller moved that the record should reflect that there were no decisions made during executive session. G. Karos made motion to exit executive session, second R. Foltz, motion approved.

J. Buck made motion to adjourn, second G. Karos, motion approved.