

Nicholas County Board of Health  
March 30, 2023

**IN ATTENDANCE**

Robin Brown, Chair  
Christina Chapman, Vice Chair  
Tim Kirkland, Board Member  
Shauna Shafer, Board Member  
Linda Hayes, Board Member  
Teri Harlan, Administrator  
Dr. Anita Stewart, Health Officer  
Teresa Workman, CPA  
Michelle Underwood, RN, DON

Gary Roberts, NC County Commission  
Garrett Cole, NC County Commission

Meeting called to order at 3:15 by Christina Chapman, Vice Chair

**APPROVAL OF MINUTES**

The minutes had been provided to members prior to the meeting. Motion to accept by Shauna Shafer, second by Linda Hayes. Motion approved.

**FINANCIALS**

Teresa presented financial reports and each member was provided financial statements. Explained how she has worked to make the financial reports easier to see the picture of the Nicholas County Health Department financial status and is now a “functional report”. Noted total expenses down by 10% from last year. Septic permits have increased. Cost savings noted in phone/retirement/ salaries. Motion to approve Linda Hayes second by Shauna Shafer. Motion approved.

## REPORTS

Garage/ Carport Quotes still questioning as to who actually owns the building, and until that is fully discovered, motion to table this discussion.

### Personnel

Mallory Kelly, LPN resigned effective April 10, 2023

Still accepting resumes until 03/31/2023. Dakotah Taylor is helping Nicholas County 2 days a week (being shared from Fayette County HD)

Considering sharing nursing staff with Fayette until replacement for LPN is hired. Position will be posted here in Nicholas County for LPN position.

The Health Department has received an official acknowledgement letter from DOP regarding the severing of the agreement with the NCHD.

### Environmental Health Reinspection Fee Increase

Teri Harlan made a recommendation to increase the reinspection fee from \$40 to \$100. The reinspection visits are time-consuming and costly. There was discussion about increasing the fee each time there is a re-inspection. This increase will only be for re-inspection. Education to be offered to the establishment along with re-inspections.

Motion was made to accept this recommendation by Shauna Shafer and second by Tim Kirkland. Motion approved.

Questions discussed as to why some establishments have not been inspected for a while which relates directly to staffing issues statewide with lack of Sanitarians. Changes will be starting July 1, 2023, for Food trucks, once inspected and permitted in home county, will be able to set up in other counties, but will still need to notify the local health department they are in their county.

### County Commissioners

Unfortunately, due to budget cuts, the Nicholas County Commission will not be able to provide any money to the Board of Health.

Discussion about opiate settlement remains unsettled, Nicholas County is not sure what they will receive or when they will receive it.

### Health Officer Report (Dr. Anita Stewart)

Presented to the Board the ICE initiative in Nicholas County. This opportunity would start in Fall of 2024. This would identify gaps in community services. Will survey all students in middle and high school. Will be school based specific data. This is a 5 year grant, will provide money to pay for a coordinator and is a great way to "rally for the kids". Dr. Stewart is confident that this is both a natural and good fit for Nicholas County. Nicholas County has a great group of stakeholders and would like to move further with the initiative and will work in cooperation with the NIC (Nicholas Intervention Coalition). The BOH was in agreement with this, and encouraged Dr. Stewart to move forward.

At 4:35, Shauna made the motion to move to executive session, second by Christina. Motion moved.

Executive session completed. Motion to return to regular session made at 5:35 by Shauna and second by Linda Hayes. Motion approved.

At 5:36, motion to adjourn regular session by Linda Hayes and seconded by Tim Kirkland. Motion approved.

**NEXT MEETING**

Next meeting scheduled for May 23th, 2023 at 3pm at Nicholas County Health Department Conference Room.