Liaison Meeting
August 13, 2010
DHHR Building – Flatwoods, West Virginia

PRESENT
Denny Taketa, Ryan Harbison, Brad Cochran, Barb Taylor, Don Thimsen, Fred Barley, Curt Richards, Jeff Smith, Mike Trantham, Susan Plum

CALL TO ORDER – Brad Cochran, 10:35 AM

MINUTES – Brad Cochran; Ryan moved to accept minutes as posted. Mike seconded. Motion carried.

OLD BUSINESS

Manufactured Home Communities

Mike: We should have the State Fire Marshal responsible for approval of Manufactured Home Communities as they relate to fire law. We can have them prove to us they are in compliance. We can do the same with the plumbing code. If we give the approval, then it means “EVERYTHING” is okay.

Ryan: Liability could be an issue.

Fred: I will take these ideas to the MHC Task Force and discuss it further with them. Do we want to add a definition of “potable water”?

Brad: Verify the definition with EED.

Fred: The last time, section 7.4 (Streets, roads, and walkways) was tabled for further discussion. The Task Force recommended that we only keep a section for “All streets, roads, walkways, shall be maintained in good repair”. This leaves it open for subjective inspections.

Mike: Injury prevention is part of public health.

Brad: We need further information. Strike “General Requirements” from 10.1 (Management Buildings and Other Community Service Facilities). Keep water and sewage with the old regulations.

Mike: The State Building Code has to be adopted locally. If in a place that has not done that, this Rule would take care of that.

Fred: We need to combine the fuels (LP gas and fuel oil). I will post this new version on the Intranet after I make the corrections.

Brad: Keep 16.3 (Persons owning or in charge of a dog, cat…) and cut 16.4 (Inoculated against rabies).
**Forms**

Fred: The DW-27 (water haulers) has been revised. It came to our attention that it required registration by the LHDs and an inspection, which included review of the hauler’s logs. There was no registration form, inspection form, or a log. Judy Vallandingham and I developed these forms and revised the DW-27. We worked with EED with this revision, as there was some concern that some haulers may fall under the Public Water Rule. Judy conducted a survey of LHDs to see who was doing what and what haulers were doing. This survey was inconclusive, but did support the suspicion that some hauler may be Public Water Supplies. It was decided to go ahead with the revisions, insuring that the registration, inspection, and log forms would collect data that EED may need to determine where a hauler may fall.

The SS-177 (sewage final inspection form) is also in revision. Here are two examples on how we could modify them. (Fred passes out examples)

Susan: There are thing on this form that are not part of the Rule.

Fred: It was thought that perhaps we could do an inspection “As Built” and show more of what was seen during the inspection.

Susan: Lenders will not know that. They will see blank areas or comments they may interpret as negative.

Brad: Were you happy with the old form other than providing a larger area for the diagram?

Susan: Yes.

Ryan: Add a legend.

Fred: I will modify the old form as requested.

The A-4 has been under modification for several years. We feel we are close to completing it. (Fred passes out copies). Sewage was the big change.

Brad: Everything else was previously approved.

Barb: Septage? Why is this in here?

Brad: DEP wants LHDs to look at sites.

Susan: They was one in my county that I did not even know about.

Barb: The LHDs could assist, but this is under federal guidelines. DEP should be the one in charge.

Fred: I will revise with “Assist, as requested by DEP.”
Mike: Under RECREATION, what is the role of the district people? Do they inspect when completed, or during?

Brad: Normally, it is hard to inspect when completed. Sometimes you do not know when they start construction.

Fred: I will modify to say "Inspect as permitted."

### Strengthening Public Health Infrastructure for Improved Health Outcomes

Barb: A Public Health Infrastructure Grant Application was submitted to CDC in August by BPH and it has two parts. The grant covers a five-year period, but budgets will be submitted and funded on an annual basis. Awards, if received, will occur prior to the end of September 2010.

The first part is Component 1 – this is a none competitive grant. All states will receive some level of funding. Component 1 mostly relates to the State Public Health and enhances state-level capacity to support public health systems’ performance management and quality improvement. This component, over a 5-year period would establish a Center for Performance Management and Systems Development; assess BPH’s current public health system infrastructure; and implement change strategies with the end goal of accreditation for BPH as a State Public Health Agency.

The second part is Component 2. This component has a couple of areas that affect local health.

First is the proposal for electronic reporting. The first year of the proposal includes a pilot project to purchase equipment and software modules for three small, 3 medium and 3 large health departments and the office of Environmental Health Services. The modules selected would be those most often used in local health and which will be most beneficial. The intent of this project is to use the Liaison Committee or a subgroup thereof to develop an implementation plan for the pilot project and a Request for Proposal that would be complete by early spring of 2011. The proposal will lead to purchase and installation of the equipment and software by the end of calendar year 2011. Over the grant period, the intent is to use the pilot project to develop procedures and provide funds to roll electronic reporting out to the remaining LHD’s by the end of 2013.

Second is the proposal to assess core public health competencies in epi, community health promotion, chronic disease, public health nursing, environmental health, and administrators. The environmental health component would utilize the APHA environmental health standards, which can be found at [http://www.apha.org/programs/standards/healthcompproject/default.htm](http://www.apha.org/programs/standards/healthcompproject/default.htm). This assessment will include OEHS as well as LHD environmental health staff. Liaison may want to be involved in developing a plan to conduct the assessment.
Fred will form a committee to develop specifications for a computer program, hardware, etc. Denny and Don volunteered to serve on this committee.

**DISTRICT REPORTS**

**Fairmont District - Susan:** We need to open the lines of communication between state agencies and LHDs in reference to policy changes. Often, we will be in the field working and the installers will know something before we do.

I may have to close a restaurant.

Brad: Contact Linda Whaley on guidelines for closure.

**Beckley District – Curt:** We have a new Sanitarian in Nicholas LHD.

**Readiness – Jeff:** Nothing to report.

**Kearneysville District – Denny:** Mineral had a countywide meeting and reviewed a list of telephone numbers for responsible agencies. Mineral County is implementing a countywide recycling program. Under the DEP loan process, a loan went okay, but then a person lost his and cannot get a loan. The work has already been completed.

Barb: Can we ask DEP to sit down with us and discuss the loan process?

Brad: We can try to get them on our in-service meetings to discuss problems/update the loan program. Brad will contact DEP and request this.

**OEHS/PHS District Staff – Ryan:** Nothing for district.

**WVAS – Ryan:** WVPHA Conference agenda is finalized. You must pre-register before the deadline! This is considered a strong agenda and everyone is encouraged to attend.

**WVU – Mike:** Marcellus shale drilling has produced a brine that they are not sure what to do with. They have deiced not to use the brine for de-icing, as there are too many unknowns in the content of the brine.

They have been installing grease traps on campus and have been dealing with odors associated with them.

WVU’s Environmental & Safety Department has a new director, three new assistant directors, and one new associate director. They will have openings for two hazardous waste positions, and they are looking for people with a chemical background. In addition, they want an environmental water quality person to handle storm water, sewage, someone who understands water quality regulations and how Public Health Sanitation and the Department of Environmental Protection work together.

**RTIA – Don:** Tracking is similar to what Barb Taylor is proposing. The idea of sharing information is mutual.
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**PHS – Brad**: The OEHS move has happened. We have a new address (found on the Internet). There are still two vacancies in PHS (district position and central office position). Sanitarian training class begins August 16th. The WVPHA annual conference is coming up in September. The IEHS will be in West Virginia next year, from July 20th – 22nd, 2011, at the Glade Springs resort in Raleigh County.

All comment phases are over for our legislative rules for the upcoming session and agency approved /modified rule versions are now posted on the Secretary of State’s web site.

We are working with CDC to conduct some water well sampling. They have selected three areas (three sites in MOVHD, three in southern WV, and four in the eastern panhandle). The goal is to obtain twenty samples in each of the selected counties.

**MEETING ADJOURNED – Brad**

Minutes submitted by: Fred R. Barley, R.S., Assistant Director, Public Health Sanitation Division.