Liaison Committee Meeting

November 5, 2010

Ryan’s Restaurant – Bridgeport, WV

Present

Jason Raschka, Tim Miller, Gail Sowards, Denny Taketa, Susan Plum, Greg Young, Tom Ong, JD Douglas, Brad Cochran, Barb Taylor, Mike Waugh, Ryan Harbison

Call to Order- Brad Cochran 10:48 A.M.

Minutes- Tim moved to accept minutes. Denny seconded. Motion carried.

Old Business-

Manufactured Home Task Force Update

Brad: Gave an update on changes to the newly revised draft in Fred Barley’s absence

- The following statements from the last Liaison meeting were included in the draft these include:
  - Adding the definition of potable water. From the Water Well Regulations 64 CSR 19: Potable Water.—Water free from impurities in amounts sufficient to cause disease or harmful physiological effects, with bacteriological, chemical, physical and radiological quality conforming to applicable rules and standards of the Bureau for Public Health.
  - Strike “General Requirements” from 10.1 (Management Buildings and Other Community Services Facilities.
  - Combine fuels (LP Gas and fuel oil)
  - Keep 16.3 (Persons owning or in charge of a dog, cat..) and cut 16.4 (Inculcated against rabies)

- Still working on incorporating essential elements of 64-41 into this version of 64-40.
- Andy Gallagher has asked Fred to accompany him to district meetings of the West Virginia Housing Institute, Inc. Fred agreed to do this but so far, no meetings have been planned.
**A-4**

- Changed to the LHD responsibility of “septage” and added district responsibility for inspecting recreational water facilities as permitted. Will send out final draft for comments.

**WW-8**

- Minor change required to bring it up to date with the A-4. Changed section 10 to read “10 or less units” instead of “14 or less units”.

**DW-27**

- Still in progress. Recommended modifications made per EED’s requests.
- Will be posted for comment.

**EW-79a Registration for Potable Water Haulers**

**EW-79b Inspection Form for Potable Water Haulers**

**EW-79c Quarterly Log for Potable Water Haulers**

- JD: Stated they are in the process of working on an inspection form for sanitarians.

**SS-177**

- Legend has been developed and has come to a consensus agreement within the Central Office. Tried to keep the legend from becoming too busy and include all the important elements of a diagram.
- The front part of the form is still in progress.
- No radical modifications were made as per the Liaison Committees instructions from the August 13th meeting. Since the diagram is now on the back side, it allows for more room on the front to word things, and will allow for more info of a Class II system.
  - Susan: Commented on the legend and being able to determine a well from other water supplies.
Barb: Updated the Committee on the status and progress of the Public Health Infrastructure Grant. The grant was submitted to the CDC in August by the BPH to help improve Public Health Infrastructure. The grant is a five year grant with a yearly budget to help assess public health infrastructure.

- Barb: Stated that they are currently working on one of the main objectives associated with Component #1 which is the creation of the Center for Performance Management and System Development and the search for a director.

  Jason: Asked who would be involved with hiring the individuals that would make up the Center for Performance Management and System Development?

  Barb: Stated that those individuals would probably report to Cathy Slemp.

- Barb: Stated they are also working on Objective #2 which will require input from the Local Health Departments. Linda Whaley will be leading this objective which is aimed at better identify training needs.

  Denny: Stated that he felt if an individual made a request that they need training in a certain area that would be helpful as long as it wasn’t perceived as a weakness.

  Barb: Stated that would be something that would need to be addressed because they would want to make those individuals that are completing the training needs assessment to feel comfortable enough to be honest about their true needs.

- Barb: Stated that there will be no new staff positions under Objective #2 but there are apparently 4-5 Regional Coordinators that would be contract employees but it is yet to be determined if they fall under Objective #1 or Objective #2.
• Barb: Discussed a link to a competency assessment that was done by American Public Health Association with involvement from NACHO in 2001. The assessment is currently being looked at by Barb Taylor, Dawn Newell, and Linda Whaley. They are also looking into talking to UNC who has done competency testing in the past for any possible assistance and are planning on also contacting WVU through Community Health to see if they have any interest in participating in this project.

• Barb: Stated that when the grant narrative was written they pulled in the Liaison Committee as an over arching body to give advice and direction and are looking for at least two folks from local health with maybe little experience and someone with a lot of experience in Public Health and asked the group on how to seek out representatives.

  o Denny: Expressed some concern with the availability of staff to commit to such a project with concerns on the cost of travel and availability of time.

  o Brad: Asked about the possibility of being able to participate by conference calls without having to make a trip to Charleston?

  o Barb: Responded by saying that would have to be something that they would have to consider.

  o Susan: Asked if they were looking for anyone in Public Health whether they were a Sanitarian or in Administration, etc?

  o Barb: Responded by saying that they were looking for anyone in Environmental Health.

  o Tim: Stated that he would be more than happy to provide someone from his staff to participate. And also felt that Liz Greene might be a good fit for the group due to her experience.

  o Barb: Told Tim to contact Linda Whaley to discuss any suggestions.

  o Jason: Felt it would be good for Linda to send an email out looking for volunteers so they would know to respond back to her.

  o Susan: Questioned what role would the Liaison Committee play in this process?
Barb: Responded by saying the amount of involvement would depend on the group.

Brad: Stated that he felt the group would be a good source to get feedback on issues as the process progresses.

Barb: Gave an update on the progress of the Electronic Environmental Reporting portion of this grant. She stated that this is a four year pilot project which would include ten counties (Cabell-Huntington, Hardy, Kanawha-Charleston, Lewis, Mid-Ohio Valley, Mineral, Monongalia, Summers, Webster, and Wayne). The counties were chosen based on populations to determine a small, medium or large health department.

Brad: Stated that they are in the process of looking at vendors and has got comments and feedback from other states and jurisdictions to help in this process.

Barb: Stated that she felt that they are on a due able timeframe with a plan to get a bid out by April 2011 and select a vendor by early June 2011.

Jason: Asked if they would have to select the lowest bidder in the bidding process?

Brad: Answered by stating that they would have to meet the specifications of the Quotation.

Denny: Asked if the State IT folks were going to be involved in this process to help provide feedback?

Barb: Answered by stating that they would probably be involved in this process.

Brad: Stated that at some point in time they are hoping to roll this out to all Local Health Departments.

Barb: Clarified by the end of the four years the goal was to have this program in all the Local Health Departments.
Tim: Asked if the Local Health Departments would have the option to participate in this program or would it be mandated to all the Local Health Departments?

Brad: Stated that he would hope that they would see the need for this program to help them in such things as their Program plans.

New Business/District-Central Office Reports-

- **Tim /Mid-Ohio Valley Health Dept.-** Had a concern about Homeowners installing the well pump when the Well Driller states on the Well Completion Form that they are installing the well pump but the homeowner ends up installing it.

  Brad: Responded by stating that regardless of who installs the pump if the well was properly installed and meets design standards then you could state that the well meets design standards after a final inspection is made of the well but make a note about the pump installation. But you should receive a Pump Completion report at some point in time by either the homeowner after they have taken the Homeowners Exam which is available on the Intranet or a Certified Pump Installer.

Tim: Discussed concerns and issues associated with the community of Auburn in Ritchie County. Tim stated that they received a complaint that all fifty homes in the community have failing septic systems that all discharge into the adjacent stream. Concerns over the safety of the water from the individual wells in the community have been address to the health dept. and a request was made to the health dept. to waive their sampling fees. Tim stated he had sent an email request to Brad and the State Lab to see if the Lab may be able to waive their sampling fees as well.

  Tom: Responded by stating that the Lab in the past has waived the sampling fees if the samples were a part of a public health investigation but would follow-up on this matter to make sure.

- **Gail/St. Albans District-** Updated the group by stating that after 40 years Bob Allen retired from the Kanawha-Charleston Health Department. Stated her concerned over the use of 2” drip line in the installation of septic systems.

- **Denny/Kearneysville District-** Nothing to report.
- **Jason/Beckley District**: Nothing to report.

- **Tom/Office of Laboratory Services**: Has recently seen an increase in the number of request for dairies.

- **Greg/Environmental Chemistry Lab**: Passed out handouts and info to the group from the Environmental Chemistry Lab that discussed what types of test can be performed by lab. Greg also offered to provide In-service training on proper sampling protocol.

- **JD/EED**: Discussed issues that they are having with the Marcellus shale drilling such as the proper disposal of the waste water such as the brine.

- **Barb**: Stated that Jeff Smith is back from Military Leave and is working on training for fifty operators for small portable water treatment systems and is willing to do In-service trainings.

- **Brad/PHS**
  - OEHS is in the process of modifying the web site design to make it easier to use.
  - Effective November 1, Mike Waugh formerly with the Mason County Health Department, began his new role as the new District Sanitarian in the St. Albans District. Mike will be covering the MOVHD counties as well as Jackson County.
  - PHSD has a vacancy in the Central Office for a Sanitarian Chief that will splitting time with the Sewage, Food, Training, and Bottled Water programs.
  - Richard Wheeler is back state-side after another tour in Iraq but he will not be back to work until the end of the year.

- **Ryan/District Staff**: Nothing to report.

**Meeting Adjourned-Brad**