

**West Virginia
State Board of Sanitarians**

Annual Report

December 2024

For Fiscal Years 2023 and 2024

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Certification



**WEST VIRGINIA
STATE BOARD OF SANITARIANS**

P.O. Box 927
Charleston, West Virginia 25323

Brad Cochran, R.S.
Chairman

Linda Whaley
Executive Director

Annual Report

December 2024

For Fiscal Years 2023 and 2024

The West Virginia State Board of Sanitarians hereby presents its Annual Report to the Governor, Legislature, and Secretary of State as required under chapter 30-1-12, section b. Attached you will find all required reports as required under law. The below signed officers certify that the attached reports are correct to the best of their knowledge.

A handwritten signature in cursive script that reads "Brad Cochran, R.S.".

J. Brad Cochran, Chairman
WV State Board of Sanitarians

A handwritten signature in cursive script that reads "Linda Whaley".

Linda Whaley, Executive Director
WV State Board of Sanitarians

Board Members



WEST VIRGINIA STATE BOARD OF SANITARIANS

P.O. Box 927
Charleston, West Virginia 25323

Brad Cochran, R.S.
Chairman

Linda Whaley
Executive Director

2024 Board Members West Virginia State Board of Sanitarians June 30, 2024

Jarold "Brad" Cochran Chair
Term expires June 30, 2024

Beckely

Jesse J. Rose
Term expires June 30, 2022

Wilcoe

Lloyd White (Marion) Vice Chair
Term expires June 30, 2018

Worthington

Andrew Jay (Ajay) Root
Term expires June 30, 2026

Keyser

Warren Elmer
Term expires June 30, 2021

Jane Lew

Citizen Members

Delores Cook (Boone)
Term expires June 30, 2018

Ridgeview

James G. Sturm (Kanawha)
Term expires June 30, 2004

Charleston

Executive Director: Linda K Whaley
CFO: Linda Lyter

12/24



WEST VIRGINIA STATE BOARD OF SANITARIANS

P.O. Box 927
108 Lee Street East
Charleston, West Virginia 25323

2023

Board Members
West Virginia State Board of Sanitarians
June 30, 2023

Jarold "Brad" Cochran Chair
Term Expires June 30, 2024

Beckley

Jesse J. Rose
Term expires June 30, 2022

Wilcoe

Lloyd White (Marion) Vice-Chair
Term expires June 30, 2018

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Andrew Jay "AJay" Root
Term expires June 30, 2026

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Warren Elmer
Term expires June 30, 2021

Jane Lew

Citizen Members

Delores Cook (Boone)
term expires June 30, 2018

Ridgeview

James G. Sturm (Kanawha)
term expired June 30, 2004

Charleston

Executive Director: David P. Thornton

06/23

Minutes



WEST VIRGINIA STATE BOARD OF SANITARIANS

P.O. Box 927
Charleston, West Virginia 25323

Brad Cochran R.S.
Chairman

David P. Thornton R.S.
Executive Director

August 4, 2023
10:00 AM
Zoom Board Meeting

Brad Cochran, Chairman
Lloyd White, Vice-Chairman
Delores Cook
Warren Elmer
J.J. Rose
A.J. Root
David Thornton
Linda Lyter

Guest: None

The meeting was by Zoom meeting. The meeting was called to order at 10:05 a.m. by Brad Cochran, Board Chairman. Quorum was present.

The Oath of office was given to AJ Root, New Board member by Brad Cochran, Board Chairman.

Minutes for the April 7, 2023 meeting were read. Motion to accept by JJ Rose, seconded by A.J. Root. Motion passed.

Finance report was presented. Finance Report was presented by Linda Lyter, Finance Officer. Motion to accept the finance reports by J.J. Rose, seconded by A.J. Root. Motion passed.

Correspondence received by the Board. Asset Management Certification Cover Sheet from the West Virginia Purchasing Division, completed and returned by Executive Director.

Asset Management Coordinator Designation Form from Purchasing Division, completed and returned by Executive Director. Letter from WV Legislature Joint Committee on Government and Finance wanting information on number of issued licenses and number of employees of the Board, completed and returned by the Executive Director. Annual Certification of debt of the Board form from the State Treasurers office, completed and returned by the Executive Director.

There were no complaints brought before the Board.

There were 5 S.I.T. Applications to review and approve. They were Carol Bush- Randolph County, Mark Abbott- Wyoming County, Jacob Pennington- Clay County, Christopher Davis- Mid Ohio Valley, and Kimberly A. Stake- Berkeley County. J.J. Rose made the motion to accept all applicants, seconded by Delores Cook. Motion passed.

There were 4 Advancements to Sanitarian to review and approve. They were Courtney Holcomb-Bennett- Clay Couty, Alexandra Demastes- Jefferson County, Ronald G. Porter- Cabell County, Benjamin Shreve- Monongalia County. A motion was made by A.J. Root to approve, seconded by JJ Rose. Motion passed.

There was no advancement to RS to review and approve.

There were no SIT waivers needed for being a SIT longer than three years.

The Status of Changes to the Sanitarian Classifications developed by the Public Health Sanitation Division and reviewed and approved by the Board was discussed. Judy Vallandingham, Division Director, was not in the meeting. The issue was tabled until the next Board meeting.

Brad Cochran discussed new requirements for the Board within bills passed by the legislature mostly related to the website. He stated that he was working on these requirements to bring the website into compliance.

Discussions related to the pending retirement of David P. Thornton R.S. Executive Director. He stated that he had enjoyed working with and for the Board for many years and it would be missed. Various Board members stated that he would be missed.

Actions related to finding a new Executive Director. Brad Cochran stated that the only person that had shown an interest in takin the position at this point was Michelle Cochran. He then recused himself and dismissed himself from the call. Lloyd White as Vice-Chair then led the discussion on hiring Michelle with all other members participating except Delores Cook who could not hear the discussion through the telephone line. Lloyd White made the motion to hire Michelle Cochran as the Interim Executive Director at the same salary as the Current Director with A.J. Root seconding the motion. It was a unanimous vote of passage. Brad Cochran was then contacted and re-entered the meeting. He stated that he would still see if there are any other interested parties. He will call a special meeting later if more candidates apply and/ or determine that there is a need to finalize the appointment.

No CEH reviews were needed.

Motion was made by Lloyd White to adjourn the meeting, seconded by Warren Elmer.
Motion passed. The meeting adjourned at 11:00 AM.

The minutes were taken by David P. Thornton, Executive Director.

A handwritten signature in dark ink, appearing to read "Brad Cochran, P.S.", is written over a horizontal line.

Brad Cochran, Chairman
WV State Board of Sanitarians



WEST VIRGINIA STATE BOARD OF SANITARIANS

P.O. Box 927
Charleston, WV 25323

Board Meeting Minutes December 11, 2023 10:00 A.M. Zoom Conference Meeting

- Meeting was called to order by Chairman, Brad Cochran at 10:05 am.
- Verification of Quorum
 - Attendees:
 - Brad Cochran, Chair
 - Lloyd White, Vice Chair
 - Warren Elmer – by phone
 - AJay Root
 - JJ Rose
 - Delores Cook – by phone
 - Linda Lyter, CFO
 - Michelle Cochran, Executive Director
- Minutes of Last Meeting
 - Verification that minutes of last meeting were sent to all Board members and that they had each had the opportunity to review the minutes.
 - Lloyd White made a motion to accept the minutes as presented. JJ Rose seconded the motion, motion carried.
- Finance Report
 - Linda Lyter presented the financial report. She indicated that in addition to the information presented in her written report, that Michelle had brought an additional \$1150 for deposit on 12-8-2023. It would be deposited within the next few days. Lloyd made a motion to accept the financial report. The motion was seconded by Delores. Motion carried.
 - Linda reported that she has asked permission from State Purchasing to purchase a new laptop for the Board without going through the statewide contract. A computer can be purchased for several hundred dollars less than going through the contract. If she is given permission, she will make the purchase out of her own funds and request reimbursement. She was hoping to hear a decision from purchasing soon. Brad reported that the new computer was needed as quickly as possible as the current one seems to be on its last legs, was taking forever to open programs, and frequently gave warnings that there wasn't enough memory to carry out tasks. Michelle alerted Linda that Adobe software was going to be needed on the new computer so that the annual legislative report can be compiled.

AJay shared that a program called Kofax is an alternative to Adobe. It is used by the Mineral County HD with very little problems.

- Correspondence
 - Michelle reported that she had received a call from the Tom Judy questioning why the Board had not purchased Workers Comp coverage. She had discussed the issue with Linda. Linda was going to reach out to Tom on behalf of several Boards who had received similar calls. She had never received a return call from Mr. Judy.
- Election of Chair and Vice Chair for 2024
 - Lloyd White made a motion to keep Brad Cochran in the position of Chair. No other nominations were made. Lloyd made a motion to close nominations and keep Brad as Chair, seconded by AJay. Motion carried.
 - Brad made a motion to keep Lloyd as the Vice Chair. No other nominations were made. AJay made a motion to close nominations and keep Lloyd as Vice Chair, JJ seconded. Motion carried.
- Review and Action on Complaints
 - Michelle explained that an email complaint had been received late on December 7th, so it was too late to change the agenda which indicated that no complaints had been received. Since the complaint was received by email, it was not on the official form and did not contain all the information required. Delores made a motion to go into executive session to discuss the details of the complaint as received. AJay seconded the motion. Motion carried.
 - Following discussion of the complaint details, AJay made a motion to come out of executive session. Seconded by JJ and the motion carried.
 - The actions to be taken related to the complaint are:
 - The Board directed Michelle to reach out to Judy Vallandingham, Public Health Sanitation Division Director, to informally discuss the issue, the knowledge her staff had of the issue, and any actions taken by her staff related to the issue.
 - Lloyd White will reach out informally to the Health Officer for the LHD in question to alert him to the issue and give him a chance to address the issue.
 - If the Board receives a formal complaint on the correct form with all the required information, the Board will initiate a formal investigation of the complaint allegations.
- SIT Applications Reviews and Approvals
 - Michelle presented the application of Jordan Moore who has successfully completed Sanitarian training and OJT per the letter from the State Training Officer, Suzzette Dellinger. Jordan had submitted the application along with the appropriate fee. Lloyd made a motion to approve Jordan Moore for the SIT classification. AJay seconded the motion. Motion carried.
- S Reviews and Approvals
 - Michelle reported that there were no SIT's who had achieved the 2 years experience and were ready to be moved to the S level.
 - Michelle presented an application for reinstatement from Carrie Perry who had been on maternity leave for about 16 months. Lloyd made a motion to accept the

application allowing reinstatement of Carrie without need for additional training other than the 15 hrs of CEHs required for the year. Delores seconded the motion. Motion carried.

- RS Reviews and Approvals
 - Michelle presented the applications of Robert Posey and Robert Dillon for reinstatement as RS. Both of these individuals had been gone from the profession in WV for a number of years. A list of the regulations that had changed since Mr. Dillon had last been licensed was presented. Discussion determined the need for training and competency on any regulation that had changed since they were last employed. Michelle relayed the CEH's that each individual has already undertaken for the current year. Lloyd made a motion that each individual be approved with the requirement that each individual must attend training class and be able to show competency for Food, Sewage and any other regulation that had changed since they had left employment as a Sanitarian in WV. Delores seconded the motion. Motion carried.
- SIT Waivers for those being a SIT more than 3 year.
 - Michelle indicated that Brad contacted the health departments of several individuals who had been in the SIT classification for more than 3 years. All of these individuals work in other roles beside Sanitarian (for example, Threat Prep. Coordinator) and were not working enough hours as a Sanitarian to show 2 years of Sanitarian duties to be able to move them out of the SIT status.
- Legislature activity related to the Board.
 - Michelle reported that the list of Sanitarians currently licensed by the Board were uploaded to the website as required by the Legislature. The lists will be updated after the beginning of the new year and will be posted on the website at that time with a goal to post updated lists quarterly.
- Presentation by Judy Vallandingham on the status of changes to Sanitarian Classifications
 - Judy Vallandingham was not present to discuss the status of changes to Sanitarian classifications being developed by the Public Health Sanitation Division and to be reviewed and approved by the Board for presentation to the Personnel Division. However, discussion was held about discrepancies in the DOP job classifications and the Board rules/regs. The Board directed Michelle to reach out to DOP to discuss the changes that need to be made to the classification descriptions to alleviate any discrepancies.
- Discussion on Executive Director position
 - Michelle indicated that she had reached out to several folks to see if they were willing to become the Executive Director since she had agreed to take on the role only in an interim basis to allow Dave Thornton to retire due to his personal illness. She has been unsuccessful in finding anyone willing to take on the role. She has concern about continuing in the role long term because her business is steadily growing, and it is becoming difficult to find adequate time to dedicate to doing the job as thoroughly as needed. She encouraged the Board to continue to search for a new Director and to consider increasing the pay for the Director to make the position more enticing. The Board should also consider making changes to antiquated processes which would make the role more efficient. Many

of the processes in place still as they were back in the 1990's and include such things include online payments, changes to the licensing database/platform, CEH submittal process, etc. Upgrades to these processes would cost the Board money to get into place but should be considered. Michelle realizes that such things cannot be afforded currently but the Board needs to consider raising the cost of each license to bring the Board into the next millennia.

- Several Board members expressed their thanks to Michelle for stepping forward to help the Board out. The Board agreed to continue to search for a permanent Director and Michelle agreed to stay on for a while longer while the search continues.
 - Discussion about raising the license fees ensued. Linda Lyter shared that the Board would need to have any draft changes ready to go to the Legislature by July for introduction into the Legislature in the 2025 session.
- CEHs
 - Discussion of CEH submittal review process currently in use. Although the former Executive Director reviewed and approved CEH's, Michelle could not find anything in the rule or law that gives that authority. Therefore, Michelle has been reviewing CEH submittals and providing a recommendation for approval/denial to the Chair and Vice Chair who make the decisions. Is there a need for a 3rd person to be a part of the review process as a tie breaker if the chair and vice chair disagree about approval?
 - Brad told the Board that there had been quite a bit of pushback and concern voiced by various State and Local staff about the approval/denials of various CEH requests. He had received a request for a CEH policy from the State Training Officer. Brad presented a draft CEH guidance policy for the Board's review and consideration. The Board reviewed the draft policy and made a few minor changes to add clarity.
 - Lloyd made a motion for the Board to continue the current CEH review/approval process and to adopt the CEH policy drafted by Brad as modified during the discussion. The motion was seconded by AJay. The motion carried.
- Michelle alerted the Board that there are several policies on Board website which are out of date with incorrect code references or not signed need updated and signed. Michelle was directed to update the documents and repost them.
- Michelle questioned when and why the requirement for the submission of a transcript was removed from the application. She explained that the lack of transcripts is problematic for several reasons including the Board's need to verify degrees for approval of applications and future advancements as required in rule/law. Start dates are also needed on the applications submitted to the Board to know when future advancements are appropriate. Delores made a motion to require at least a copy of an applicants transcripts with their application and to make changes to the application requiring submission of the transcripts along with a place for applicants to fill in their start date. AJay seconded the motion. Motion carried.
- Michelle indicated that she also had questions about whether tenure started when hired or when training was completed for requirement of 2 years experience for advancement from SIT to S or S to RS (when pass the exam). She had also been receiving questions about whether people qualify for positions coming from DOP. The law/regs are

ambiguous on when the 2 years begin. Therefore, a legal opinion was sought from the Board's counsel. The opinion of the Counsel is that the 2 years begins from the start date, not when the person is approved as an SIT by the Board.

- Discussion of the number of records in the Board's possession and whether all of the records need to be kept. The Board currently has 13 or more boxes of past documents including agendas, applications, financial records, etc. The Board does not have a record retention policy. Linda explained that several Boards have record retention policies but there is nothing in Chapter 30 related to record retention. She believes that all applications must be kept but that financial documents could be destroyed after 7 to 10 years. She said that the Cultural Center may be interested in housing the older documents. Linda would explore record retention requirements from other Boards and provide it for the Board's review.
- Michelle alerted the Board to emails she had received from Grady Bowyer who currently maintains the Board's website and other websites under the Association of Boards. Grady suggested that the Board may want to obtain an independent website domain so that we are not reliant on others to update our website as needed. AJay offered to develop a website for the Board on Godaddy. The cost for a secure site would be nominal. He would develop the site and then provide access to several folks to enable updates to occur. Lloyd made a motion for AJay to develop an independent website for the Board. The motion was seconded by JJ. Motion carried.
- A motion to table the remaining topics and adjourn was made by Lloyd and seconded by Delores. Those include:
 - Discussion of possible office relocation
 - Discussion of database upgrades/Licensure platform changes – meeting with Thentia
- The next meeting was set for March 8, 2024 at 10 am. Discussion of moving back to meeting 4 times a year will be undertaken at that meeting.
- Meeting adjourned at 12:30 pm.

Meeting minutes were taken by Michelle Cochran, Interim Executive Director.



Brad Cochran, Chairman
WV Board of Sanitarians



**WEST VIRGINIA
STATE BOARD OF SANITARIANS**

Kanawha Charleston Health Department
PO Box 927
Charleston, WV 25323

Board of Sanitarians
February 2, 2024
10:00 AM
Zoom Conference Meeting

Brad Cochran called the meeting to order at 10:06 am.

Verification of quorum. Members present

- Brad Cochran, Chair
- Lloyd White, Vice-Chair
- Warren Elmer
- J.J. Rose
- A. Jay Root
- Delores Cook
- Linda Lyter, CFO
- Michelle Cochran, Interim Executive Director

Lloyd White made a motion to accept the minutes from December 11, 2023 Meeting. Warren seconded the motion. Motion carried.

Finance Report was provided by Linda Lyter. Linda also provided an update on the computer and software purchase. The computer was received during the last week but she had forgotten about purchasing the adobe software. A. Jay said that there was a cheaper alternative to Adobe and that he would provide information about that alternate software to Linda. Warren made a motion to approve the finance report as received. A. Jay seconded. Motion carried.

Michelle reported that there was no correspondence received other than from the licensees about CEH's and the renewal process.

Michelle reported that she had been unable to connect with the PHS Division Director due to the holidays and travel to discuss the unofficial complaint. Lloyd White reported that he had not been successful in getting in touch with the Health Officer of the local health department either. Brad expressed concern that staff at the health department in question are continuing to perform inspections on their own without having completed

training class. Both Lloyd and Michelle promised to continue to try to engage the others on the topic.

The following individuals have or will meet the requirements to move from SIT to S classification in the next couple of weeks: Charles Withrow on 11/21/23, Melissa O'Brien on 2/15/24, Jacob Pennington on 2/16/24, and Alexandria Stotler on 2/14/24. JJ Rose made a motion to move the individuals to the S classification as they reach their 2-year tenure mar. Seconded by Warren. Motion carried.

Discussion was had about the need for the Board to approve Classification Status at each meeting. The Board would like for the issue to put on the next agenda to allow automatic advancement when individuals meet the requirements for advancement.

Discussion was had about the need for signature of all Board members on the various certificates. There is significant cost in sending each certificate to each Board member for approval and then to the licensee. Michelle asked if there was a reason for or a need for every Board member to sign the certificates. It has always been done that way, but significant cost savings could be realized if the certificates were only signed by the chair and vice-chair. There was no known reason for every Board member to sign the certificates. JJ Rose made a motion to have only the Board Chair to sign the certificates. A Jay seconded. The motion carried.

Discussion was held regarding the Executive Director Position. Linda Whaley has expressed interest in the position. Warren made a motion, seconded by Lloyd to offer the position to Linda. The motion carried.

Michelle brought up several issues of which the Board should be aware and take under consideration related to the Executive Director position for the future. This includes the need to consider increasing the cap on number of hours and salary that the Director can work in a year. The files are a mess and have not been kept up. Part of that might have to do with the abilities of the person in the job, but also that the position is very busy in just getting the bare minimum done. The job has much more to do than she had anticipated. Brad, having watched her in the role, has also been surprised at how busy the position is. It should be noted that Michelle took on the role during the busiest time of the year and it is possible that perhaps there might be time to do some of that work that has been neglected during other less busy parts of the year. Michelle has provided Brad with a copy of her invoices and her timesheets that document all the activities and the amount of time they take. The Board will take her words under advisement, but nothing can be done at this time since the Board does not have adequate funding to make increases at this time. Discussion ensued about raising the registration fees to a minimum of \$100. Linda counseled that the draft rule changes need to be submitted to her by early May. She suggests asking for an amount higher so that negotiations with the Legislative Rule Making Committee can reach a figure that is acceptable to both parties. Brad said he had already started working on changes to the language of the rule since there are other changes that need to be made. Linda said she would work with Michelle on trying to develop some cost estimations, monies available, and needed funds to cover increased costs. Brad and Linda will work together to have the draft changes ready for review at the next Board meeting.

Brad reported on several bills currently in the 2024 Legislative session with could impact the Board. HB4599 is a carryover bill that would allow the Legislature to sweep funds from Boards where the fund accumulates to an amount which exceeds twice the annual average revenue over the preceding 4 years of the Board or \$10,000 whichever is greater. Linda thinks that the bill won't pass. HB5117/SB411 are the same bill entered on both sides which would create a waiver for licensing fees for military personnel and low-income individuals. This is redundant to what is already in law/rule.

On the topic of CEHs, there were several issues for discussion. The first was clarification of chart for credit hours regarding CE's, CEH's, and CEU's. Lloyd had sent a chart which had caused some confusion about the differences between CE's and CEH's. After Brad had reviewed the NEHA website, he found that CEs were based on hours of training. Therefore, CE's and CEH's are the same thing to NEHA and he believes that the Board should be treating them as the same too. CEU's are different. 1CEU = 10 CEH's. If it is less than 1 CEU credit, the credit will be per the chart that Lloyd has provided.

Brad has received a request to speak on behalf of the Board at the next Liaison Committee meeting about the changes in policy that the Board has undertaken recently related to CEHs.

In the past, the Board has failed to collect the late fees from Sanitarians who failed to get the 15 hours within the year. Legislative Rule 20-4, section 5.6 states that there is a 60-day grace period for individuals who did not get 15 hrs. to get the remaining hours but they are required to pay a \$50 penalty. There were 3 individuals this year who failed to get the 15 hrs. of CEH's by the end of 2023. 2 of those individuals have made efforts to get the hours needed and will have to pay the \$50 fee. The third individual has decided to retire and will not be working by the end of the 60-day grace period.

Michelle reported that she has not had time to update all of the documents that need to be updated and loaded to the Board website. It is still on her to-do list.

Linda reported that she has not had time to explore the record retention issue that was discussed at last Board Meeting. It is still on her to do list.

A. Jay reported that he had called Go-Daddy on the day of the meeting to check on prices for an independent website. It would cost the Board \$685.34 for 3 years. He is willing to create the website if the Board decides it wants to pursue this.

Michelle reported that she has not had time to call DOP about the changes that need to be made to the Sanitarian classifications. It is still on her to-do list.

Items that were tabled from last meeting:

- Discussion of possible office relocation. Linda reported that the Funeral Board had discussed the possibility of letting the Sanitarian Board share their space, but since the Board cannot afford to help share the costs (which will be rising), the Board was not supportive of the idea. Michelle reported that while there had been some problems of having the Board located at the LHD in the past, she had experienced


not problems during her time there. As a matter of fact, they had gone out of their way to be helpful in the recent computer crash. And, they allow the Board to use the printer/scanner, etc. without requesting reimbursement for paper, space, etc. However, due to past problems, she recommends that files, etc. remain locked. The Board decided to stay in the current location.

- Discussion of data base upgrades/licensing platform changes-meeting with Thentia. Michelle relayed that she had had a call with Thentia about their licensing platform and all of its capabilities. While the current databases desperately need attention, fixing, upgrades, etc. the cost of \$5000 per year is not feasible for the Board at this time. Linda mentioned that several other Boards are also in conversations with Thentia and other companies and that it might be more financially feasible for several of the small Boards if they are all undertaken at the same time.

Brad expressed his desire to conduct meetings four times per year and that the meetings be conducted via Zoom to help save travel costs. All Board member agreed to that and asked that Brad look at dates for meetings for next year and send those dates out to the Board members.

A. Jay made a motion to adjourn. Second by Warren Elmer. Motion carried.

Minutes compiled by Michelle Cochran, Interim Executive Director.



Brad Cochran, Chairman



WEST VIRGINIA STATE BOARD OF SANITARIANS

P.O. Box 927
Charleston, West Virginia 25323

Board Meeting Minutes
May 10, 2024
10:00 AM
Zoom Conference Meeting

- The Meeting was called to order by Brad Cochran, Chair @ 10:00 AM.
- Verification of quorum which was approved with 6 Board Members, along with the CFO and the Ex. Director.
 - Attendees Present:
 - Brad Cochran, Chair
 - Lloyd White, Vice-chair
 - AJ Root
 - JJ Rose
 - Warren Elmer by phone
 - Delores Cook by phone
 - Linda Lyter, CFO
 - Linda Whaley, Executive Director

Linda Whaley read the minutes of the previous meeting. The previous meeting was held on February 2nd of 2024. JJ Rose made a motion to approve the minutes as read. AJ Root seconded. The motion carried. A discussion was held regarding the need to read the minutes during the meeting as they are sent out to the Board members ahead of the meeting. It was decided that the members are to read the minutes prior to the meeting. The minutes can be approved or corrected during the meeting.

Financial Report: The financial report was given by CFO, Linda Lyter. The new laptop invoice has not been submitted. Brad and Linda Whaley will see if either one can find out who may have the invoice. Linda Lyter reported that the account is down to \$3,000.00 This is following the previous year's trend. However, due to the purchase of the laptop there is reason to be concerned that funds will not be available to cover all costs. Discussion was held regarding whether a rule change might help the budget. Questions were brought forward regarding an emergency rule. Linda Lyter stated that an emergency rule change request can be justified due to the required purchase of the new laptop and a change in staff. Lloyd and AJ both conjectured that local health departments should not object to the rule change to increase fees. Brad asked about the process of filing an emergency rule request. Linda Lyter stated that the forms must be submitted by the end of June. They are on the Secretary of State webpage. She will assist Brad with the filing. If the Emergency Rule Request is not challenged it can go into effect in 42 days. It was stated that many other Boards have higher fees than what we would propose. Brad also said that he found out that our IT costs are \$119.40 per month. Linda Lyter said that we have not been invoiced for these in 2023 or 2024. Lloyd White said that we should move forward with the emergency rule filing. AJ Root made a motion to file the Emergency Rule at the same time as the Rule Change Request. A second was given by Warren Elmer and the motion carried.

Correspondence: Linda Whaley said that she had received a W-9 from Mid-Ohio Valley and a form from the Census Bureau. Both were given to Linda Lyter. Linda Lyter stated that she had completed these and returned both to the respective agencies. Linda Whaley also stated that she had received several CEH requests.

Unofficial Complaint: An official complaint has not been filed regarding the unofficial complaint that had been mentioned. Brad had discussed the issue with the Public Health Sanitation Director. Lloyd said that since we had not received an official complaint and the issue had resolved to not take any further action. He will try to discuss this unofficially with the local Health Officer.

Rule Revision Status: Brad stated that he had sent out the rule revision with strikethroughs and there were no complaints. Linda Lyter said that Brad needed to take out the date. Brad will take care of that and send it back to Linda Lyter.

Fee Discussion: current fee is \$50.00. The increase being suggested is \$125.00. This would increase the budget to approximately \$ 20,000. Delores Cook made a motion to increase the fee to \$125.00 in the emergency rule and the proposed rule. 2nd made by Warren Elmer and the motion passed unanimously. (After the meeting Brad found that the last fee increase was in 2011. The fee increased from \$20.00 to \$50.00)

Board Member Expiration dates: Linda Lyter will follow up with the Governor's office to get new expiration dates for new members and/or re-appointments of current members.

Currently the expiration dates are: AJ Root—6/30/25, Brad Cochran—6/30/24, JJ Root—6/30/2022, Delores Cook—6/30/23, Warren Elmer—6/30/21, and Lloyd White 6/30/18.

Linda Lyter is working with the Governor's office for appointments. Brad said that there is one (1) public member position vacant.

DOP Classification Updates: There were four (4) classification changes. No issues were noted, and everyone is happy to go with the changes.

Warren had to leave the meeting, but there is still a quorum.

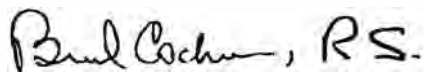
Web page updates: Linda Whaley stated that all changes have been made.

Record Retention Policy: Brad and Linda Whaley are still looking into this.

BRIM—Linda Lyter stated that she needed to discuss a few things regarding BRIM, which is our insurance. She covered defensive driving, wearing seatbelts, no use of cell phones while driving, keeping our car insurance up to date. She cautioned us about keeping our files confidential. She also reminded everyone that the minutes are Draft until approved.

The next meeting is set for August 9, 2024, at 10:00a.m. Linda Lyter will arrange a zoom meeting for us.

Delores Cook made the motion to adjourn the meeting.



Brad Cochran, R.S., Chair

2024 Roster of Licensees by Location

Sanitarian List by Location accurate as of July 15, 2024

Employer	Current registration type	Full name	Employer Address	Employer City	Employer State	Employer Zip
Berkeley County Health Department	S	MicKayla R. LaCour	122 Waverly Court	Martinsburg	WV	25403
Berkeley County Health Department	RS	Glenn C. Ondick	400 W. Stephen Street Suite 204	Martinsburg	WV	25401
Berkeley County Health Department	RS	Marty A. Snider	122 Waverly Court	Martinsburg	WV	25403
Berkeley County Health Department	SIT	Kimberly A. Stake	122 Waverly Court	Martinsburg	WV	25403
Boone County Health Department	S	Donald Jerry Bias	213 Kenmore Drive	Danville	WV	25053
Braxton County Health Department	RS	Jessica R. Shreve	617 Old Turnpike Road	Sutton	WV	26601
Brooke County Health Department	RS	Michael S. Bolen	632 Main Street	Wellsburg	WV	26070
Brooke County Health Department	RS	Mark C. Hawkins	204 Courthouse Square	Wellsburg	WV	26070
Cabell Huntington Health Department	RS	Jessica S. Barton	703 7th Avenue	Huntington	WV	25701
Cabell Huntington Health Department	SIT	Kaylan Nacole Hager	703 7th Avenue	Huntington	WV	25701
Cabell Huntington Health Department	SIT	Isabella G. Lilly	703 7th Avenue	Huntington	WV	25701
Cabell Huntington Health Department	S	Joseph C. Reckard	703 Seventh Avenue	Huntington	WV	25701
Cabell-Huntington Health Department	RS	Keith A. Lee	703 7th Avenue	Huntington	WV	25701
Cabell-Huntington Health Department	RS	Adam L. McDermott	703 7th Avenue	Huntington	WV	25701
Cabell-Huntington Health Department	RS	Rodney A. Melton	703 7th Avenue	Huntington	WV	25701
Cabell-Huntington Health Department	S	Ronald G. Porter	703 7th Avenue	Huntington	WV	25701

Cabell-Huntington Health Department	SIT	Rodney Twyman	703 7th Avenue	Huntington	WV	25701
Clay County Health Department	S	Courtney S. Holcomb-Bennett	P.O. Box 36	Clay	WV	25043
Clay County Health Department	SIT	Jacob D. Pennington	P.O. Box 36	Clay	WV	25043
Doddridge County Health Department	RS	Jennifer Hutson	60 Pennsylvania St	West Union	WV	26456
Fayette County Health Department	S	Amanda Skaggs	202 Church Street	Fayetteville	WV	25840
Grafton Taylor Health Department	RS	Boyd VanHorn	718 West Main Street	Grafton	WV	26354
Grafton Taylor Health Department	RS	Jeffery B. Kiger	718 West Main Street	Grafton	WV	26354
Grafton Taylor Health Department	SIT	Melissa A. O'Brien	718 West Main Street	Grafton	WV	26354
Grant County Health Department	RS	Cullen B. Sherman	PO Box 608	Petersburg	WV	26847
Greenbrier County Health Department	S	Elizabeth D. Ratliff	9109 Seneca Trail, South	Ronceverte	WV	24970
Greenbrier County Health Department	SIT	Ethan Thomas	9109 Seneca Trail South	Ronceverte	WV	24970
Greenbrier County Health Department	RS	Sarah W. Woody	9109 Seneca Trail South	Ronceverte	WV	24970
Hampshire County Health Department	RS	Derrick A. Haggerty	16189 Northwestern Pike	Augusta	WV	26704
Hancock County Health Department	RS	Carolyn A. Baker	PO Box 578	New Cumberland	WV	26047
Hancock County Health Department	S	Chelsea L. Everly	P.O. Box 578	New Cumberland	WV	26047
Hancock County Health Department	SIT	Donna L. Gialluco	P.O. Box 578	New Cumberland	WV	26047
Hancock County Health Department	SIT	Jacqueline L. Huff-Benavides	PO Box 578	New Cumberland	WV	26047
Hardy County Health Department	S	Heidi A. Bosley	411 Spring Avenue, Suite 101	Moorefield	WV	26836

Hardy County Health Department	S	William A. Ours	411 Spring Avenue, Suite 101	Moorefield	WV	26836
Harrison Clarksburg Health Department	RS	Warren L. Elmer	330 W. Main Street	Clarksburg	WV	26301
Harrison County Health Department	RS	Steven Hinerman	330 West Main Street	Clarksburg	WV	26301
Harrison County Health Department	RS	William E. Nestor	330 West Main Street	Clarksburg	WV	26301
Harrison-Clarksburg Health Department	S	Ying-Lun Wang	330 W Main Street	Clarksburg	WV	26301
Jackson County Health Department	S	David M. Abbott	504 S. Church Street	Ripley	WV	25271
Jackson County Health Department	S	Amy R. Haskins	504 S Church Street	Ripley	WV	25271
Jefferson County Health Department	RS	Robert W. Custard	1948 Wiltshire Road	Kearneysville	WV	25430
Jefferson County Health Department	S	Alexandra N. Demastes	1948 Wiltshire Road	Kearneysville	WV	25430
Jefferson County Health Department	SIT	Savannah F. Hare	1948 Wiltshire Road, Suite 1	Kearneysville	WV	25430
Jefferson County Health Department	SIT	William Weikle	1948 Wiltshire Rd, Suite 1	Kearneysville	WV	25430
Jefferson County Health Department	SIT	Alexandria A. Stotler	1948 Wiltshire Road, Suite 1	Kearneysville	WV	25430
Kanawha Charleston Health Department	S	Megan R. Green	108 Lee Street E	Charleston	WV	25301
Kanawha Charleston Health Department	SIT	Kelly D. Hawkins	108 Lee Street East	Charleston	WV	25301
Kanawha Charleston Health Department	S	Laura B. Wyatt	108 Lee Street E	Charleston	WV	25301
Kanawha Charleston Health Department	SIT	Ronaldo Ramirez	108 Lee Street E	Charleston	WV	25301
Lewis County Health Department	S	Crystal G. Lough	125 Court Avenue	Weston	WV	26452
Lewis County Health Department	RS	Robert E. Posey	125 Court Street	Weston	WV	26452

Lincoln County Health Department	S	Joel M. McKinney	P.O. Box 527	Hamlin	WV	25523
Logan County Health Department	RS	Steven E. Browning	300 Stratton Street, Rm 203	Logan	WV	25601
Logan County Health Department	RS	Peter A. Spurlock III	300 Stratton Street, Suite 203	Logan	WV	25601
Marion County Department of Health	S	Trisha B. Freeman	300 Second Street	Fairmont	WV	26554
Marion County Health Departmenr	S	Gerlie C. Jenkins	300 Second Street	Fairmont	WV	26554
Marion County Health Department	S	Charles E Pethtel Jr.	300 Second Street	Fairmont	WV	26554
Marion County Health Department	RS	Lloyd White	300 2nd Street	Fairmont	WV	26554
Marion County Health Department	S	David G Whittaker	300 2nd Street	Fairmont	WV	26554
Marshall County Health Department	S	Thomas L. Bonar	513 6th Street	Moundsville	WV	26041
Marshall County Health Department	SIT	Lydia Takemoto	513 6th Street	Moundsville	WV	26041
Mason County Health Department	RS	Kenneth R. Marcum	216 5th Street	Point Pleasant	WV	25550
Mason County Health Department	SIT	Jordan C. Moore	216 5th St.	Pt. Pleasant	WV	25550
Mason County Health Department	RS	Kenneth R. Marcum	216 5th St.	Pt. Pleasant	WV	25550
McDowell County Health Department	S	Jesse J. Rose III	PO Box 218	Wilco	WV	24895
Mercer County Health Department	S	Matthew C. Bragg	478 Blue Prince Road	Princeton	WV	24748
Mercer County Health Department	SIT	Crystal S. Worley	978 Blue Prince Road	Bluefield	WV	24701
Mid Ohio Valley Health Department	S	Angela D. Linville	211 6th Street	Parkersburg	WV	26101
Mid Ohio Valley Health Department	RS	Andrea Nicole Needs	211 Sixth Avenue	Parkersburg	WV	26101

Mid-Ohio Valley Health Department	SIT	Alex C. Anderson	211 6th Street	Parkersburg	WV	26101
Mid-Ohio Valley Health Department	SIT	Christopher A. Davis	211 6th Street	Parkersburg	WV	26101
Mid-Ohio Valley Health Department	RS	Lisa M. DeVaughn	211 6th Street	Parkersburg	WV	26101
Mid-Ohio Valley Health Department	S	Lisa E. Freeland	125 West Main Street	Harrisville	WV	26362
Mid-Ohio Valley Health Department	S	William R. Helmick	211 6th Street	Parkersburg	WV	26101
Mid-Ohio Valley Health Department	S	Renee Lynn Metz	200 E. Main Street	Spencer	WV	25276
Mid-Ohio Valley Health Department	S	Janette S. Robinson	211 6th Street	Parkersburg	WV	26101
Mineral County Health Department	RS	John E. DelSignore	541 Harley O. Staggers Drive, Suite 1	Keyser	WV	26726
Mineral County Health Department	RS	Andrew J. Root	541 Harley O. Staggers Drive, Suite 1	Keyser	WV	26726
Mingo County Health Department	SIT	Anthony K. Blankenship	101 Logan Street, Suite 201	Williamson	WV	25661
Mingo County Health Department	S	Brett J Vance	Box 1096	Williamson	WV	25661
Monongalia County Health Department	RS	Jennifer A. Costolo-Michael	453 Van Voorhis Road	Morgantown	WV	26505
Monongalia County Health Department	S	Alexis Davy	453 Van Voorhis Rd.	Morgantown	WV	26505
Monongalia County Health Department	RS	Robert W. Dillon	453 Van Voorhis Rd.	Morgantown	WV	26505
Monongalia County Health Department	RS	Joseph C. Lawson, Jr.	453 VanVoorhis Road	Morgantown	WV	26505
Monongalia County Health Department	RS	James W. Moore	453 Van Voorhis Road	Morgantown	WV	26505
Monongalia County Health Department	S	Chris B. Nestor	453 Van Voorhis Drive	Morgantown	WV	26505
Monongalia County Health Department	RS	Todd J. Powroznik	453 VanVoorhis Road	Morgantown	WV	26505

Monongalia County Health Department	S	Benjamin F. Shreve, Jr.	453 Van Voorhis Road	Morgantown	WV	26505
Monroe County Health Department	SIT	Charles A. Withrow	P.O. Box 590	Union	WV	24983
Morgan County	RS	Cara Harding	187 South Green St.	Berkeley Springs	WV	25411
Non Sanitarian Duties- Barbour County Health	SIT	William R. Bowers	109 Wabash Avenue	Philippi	WV	26416
Not Currently Working in WV - Belmont County	RS	Richard J. Lucas	68501 Bannock Road	St. Clairsville	OH	43950
Not currently working in WV - Anua	RS	Colin D. Bishop	PO Box 77457	Greensboro	NC	27417
Not currently working in WV - Retired	RS	Arlene Gail Harris				
Not Currently working in WV - retired	S	Curtis D. Richards	One Stevens Road	Summersville	WV	26651
Not currently working in WV - retired	RS	Christina B. Mickey				
Nicholas County Health Department	S	Dakota Taylor	One Stevens Road	Summersville	WV	26651
Nicholas County Health Department	SIT	Gregory Bishop	One Stevens Road	Summersville	WV	26651
Pendleton County Health Department	RS	Brooke L. Hott	P.O. Box 520	Franklin	WV	26807
Ohio	S	Julie L. Carey	City-County Bldg., Rm 106, Chapline St	Wheeling	WV	26003
Ohio	RS	Lock Johnson	City-County Bldg., Rm 106, Chapline St	Wheeling	WV	26003
Ohio	RS	Jonathan K. Monroe	City-County Bldg., Rm 106, Chapline St	Wheeling	WV	26003
Pocahontas County Health Department	S	Cynthia Ann (Wilfong) Browning	900 Tenth Avenue	Marlinton	WV	24954
Pocahontas County Health Department	SIT	Alexa Rogers	900 10th Avenue	Marlinton	WV	24954

Pocahontas County Health Department	S	Charles A. Burley	900 10th Avenue	Marlinton	WV	24954
Pocahontas County Health Department	S	Angela J. Sacca	900 10th Avenue	Marlinton	WV	24954
Preston County Health Department	RS	Verl (VJ) J. Davis	106 W Main Street Suite 203	Kingwood	WV	26537
Preston County Health Department	RS	Matthew L. Poling	106 West Main Street	Kingwoos	WV	26537
Putnam County Health Department	S	Destiny Newcome	11878 Winfield Road, Unit B	Winfield	WV	25213
Putnam County Health Department	SIT	Jocelyn E. Taylor	11878 Winfield Road, Unit B	Winfield	WV	25213
Raleigh County Health Department	RS	Brian C. Bell	1602 Harper Road	Beckley	WV	25801
Raleigh County Health Department	SIT	Clint Hamilton	1602 Harper Road	Beckley	WV	25801
Raleigh County Health Department	RS	Tina M. Lowery	1602 Harper Road	Beckley	WV	25801
Raleigh County Health Department	RS	Michele D. Meadows	1602 Harper Road	Beckley	WV	25801
Randolph-Elkins Health Departmenr	SIT	Carol C. Bush	32 Randolph Avenue, Suite 101	Elkins	WV	26241
Randolph-Elkins Health Department	RS	Samantha R. Beaudin	32 Randolph Avenue	Elkins	WV	26241
River Valley Child Development Services	RS	Renee Y. Stonebraker	611 7th Avenue	Huntington	WV	
Salvation Army	S	Jaclyn M. Johnson	1443 3rd Avenue	Huntington	WV	25701
Sumers County Health Department	S	Laykan N. Clowers	151 Pleasant Street	Hinton	WV	25951
Summers County Health Department	SIT	Celena Hope Cooper	151 Pleasant Street	Hinton	WV	25951
Tucker County Health Department	S	James B. Snyder	206 1/2 Third Street	Parsons	WV	26287
Upshur Buckhannon Health Department	RS	William Christopher Garrett	15 North Locust Avenue	Buckhannon	WV	26201

Wayne County HD	RS	Francis W. Holton	P. O. Box 368	Wayne	WV	25570
Wayne County Health Department	S	Melissa L. Adkins	PO Box 368	Wayne	WV	25570
Wayne County Health Department	S	Carrie Ann Perry	P.O. Box 368	Wayne	WV	24470
Webster County Health Department	RS	Mark S. Whittaker	112 Bell St., Suite C	Webster Springs	WV	26288
West Virginia University	RS	Kirk A Powroznik	975 Rawling Lane P.O. Box 6551	Morgantown	WV	26506-6551
Wetzel-Tyler Health Department	RS	Mitchell K. Guiler	425 South 4th Avenue	Paden City	WV	26159
WV Army National Guard	RS	Douglas Nathan Douglas	100 Military Drive	South Charleston	WV	25309
WV Dept of Agriculture	RS	Zella E. Graham	1900 Kanawha Blvd E	Charleston	WV	25305
WV Dept. of Agriculture	RS	Jessica L. Douglas	1900 Kanawha Blvd East	Charleston	WV	25305
WVDEP	RS	Keith R. Allison	22288 Northwestern Pike	Romney	WV	26757
Dept. of Health/OEHS/PHS	RS	Alicia Page	350 Capitol Street, Room 319	Charleston	WV	25301
Dept. of Health/OEHS /PHS	SIT	Anna M. Coleman	350 Capitol Street, Room 319	Charleston	WV	25301
Dept. of Health/OEHS/PHS	RS	Richard A. Hertges	350 Capitol Street Room 313	Charleston	WV	25301-3713
Dept. of Health/OEHS/PHS	RS	Judith S. Vallandingham	350 Capitol Street, Room 313	Charleston	WV	25301-3713
Dept. of Health/OEHS/PHS-	RS	Cynthia Suzzette Dellinger	100 East Prince Street	Beckley	WV	25801
Dept. of Health/OEHS/PHS	RS	Penny A. Mangold	9083 Middletown Mall	Whitehall	WV	26554
Dept. of Health/OEHS/PHS	RS	Cynthia Kascic	350 Capitol St. Rm 513	Charleston	WV	25301
Dept. of Health/OEHS/PHS	RS	Stacy E. King	350 Capitol St. Room 513	Charleston	WV	25301

Dept of Health/OEHS/PHS	RS	Carl T. Carter, II	100 East Prince Street	Beckley	WV	25801
Dept. of Health/OEHS/PHS	RS	J. Brad Cochran	E. Prince Street	Beckley	WV	25801
Dept. of Health/OEHS/ PHS	RS	Nicholas King	350 Capitol Street, Room 313	Charleston	WV	25301-3713
Dept. of Health/OEHS/PHS	S	Ryan D. Pethtel	416 Adams Street	Fairmont	WV	26554
Dept. of Health/OEHS/PHS	RS	James E. Casdorph	350 Capitol Street Room 313	Charleston	WV	25301
Dept. of Health/OEHS/PHS	S	Richie J. Combs	808 B Street	St. Albans	WV	25177
Dept. of Health/OEHS/PHS	RS	Daniel H. McNeil	350 Capitol Street	Charleston	WV	25301
Dept. of Health/OEHS/PHS	RS	Donna R. Gorbey-Michael	416 Adams Street Suite 530	Fairmont	WV	26554
Dept. of Health/OEHS/PHS	RS	Richard McCord	416 Adams Street Suite 530	Fairmont	WV	26554

2024 Roster of Licensees by Name

Sanitarian List by Name accurate as of July 15, 2024

Full name	Current registration type	Employer	Employer Address	Employer City	Employer State	Employer Zip
Adam L. McDermott	RS	Cabell-Huntington Health Department	703 7th Avenue	Huntington	WV	25701
Alex C. Anderson	SIT	Mid-Ohio Valley Health Department	211 6th Street	Parkersburg	WV	26101
Alexa Rogers	SIT	Pocahontas County Health Department	900 10th Avenue	Marlinton	WV	24954
Alexandra N. Demastes	S	Jefferson County Health Department	1948 Wiltshire Road	Kearneysville	WV	25430
Alexandria A. Stotler	SIT	Jefferson County Health Department	1948 Wiltshire Road, Suite 1	Kearneysville	WV	25430
Alexis L. Davy	S	Monongalia County Health Department	453 Van Voorhis Road	Morgantown	WV	26505
Alicia D. Page	RS	OEHS/ PHS	350 Capitol Street, Room 319	Charleston	WV	25301
Amanda Skaggs	S	Fayette County Health Department	202 Church Street	Fayetteville	WV	25840
Amy R. Haskins	S	Jackson County Health Department	504 S Church Street	Ripley	WV	25271
Andrea Nicole Needs	RS	Mid Ohio Valley Health Department	211 Sixth Avenue	Parkersburg	WV	26101
Andrew J. Root	RS	Mineral County Health Department	541 Harley O. Staggers Drive, Suite 1	Keyser	WV	26726
Angela D. Linville	S	Mid Ohio Valley Health Department	211 6th Street	Parkersburg	WV	26101
Angela J. Sacca	S	Pocahontas County Health Department	900 10th Avenue	Marlinton	WV	24954
Anna M. Coleman	SIT	Dept. of Health/OEHS/ PHS	350 Capitol Street, Room 319	Charleston	WV	25301
Anthony K. Blankenship	SIT	Mingo County Health Department	101 Logan Street, Suite 201	Williamson	WV	25661
Arlene Gail Harris	RS	Not currently working in WV - Retired				

Benjamin F. Shreve, Jr.	S	Monongalia County Health Department	453 Van Voorhis Road	Morgantown	WV	26505
Bill Bowers	SIT	Barbour Co. Health Dept	23 Walbash Ave	Philippi	WV	26416
Boyd K. Vanhorn	RS	Grafton - Taylor Health Department	718 W. Main Street	Grafton	WV	26354
Brett J Vance	S	Mingo County Health Department	Box 1096	Williamson	WV	25661
Brian C. Bell	RS	Raleigh County Health Department	1602 Harper Road	Beckley	WV	25801
Brooke L. Hott	RS	Pendleton County Health Department	P.O. Box 520	Franklin	WV	26807
Cara N. Harding	RS	Morgan County Health Department	187 S. Green St.	Berkeley Springs	WV	25411
Carl T. Carter, II	RS	Dept. of Health/OEHS/PHS	100 East Prince Street	Beckley	WV	25801
Carol C. Bush	SIT	Randolph-Elkins Health Department	32 Randolph Avenue, Suite 101	Elkins	WV	26241
Carolyn A. Baker	RS	Hancock County Health Department	PO Box 578	New Cumberland	WV	26047
Carrie Ann Perry	S	Wayne County Health Department	P.O. Box 368	Wayne	WV	24470
Celena Hope Cooper	SIT	Summers County Health Department	151 Pleasant Street	Hinton	WV	25951
Charles A. Burley	S	Pocahontas County Health Department	900 10th Avenue	Marlinton	WV	24954
Charles A. Withrow	SIT	Monroe County Health Department	P.O. Box 590	Union	WV	24983
Charles E Pethtel Jr.	S	Marion County Health Department	300 Second Street	Fairmont	WV	26554
Chelsea L. Everly	S	Hancock County Health Department	P.O. Box 578	New Cumberland	WV	26047
Chris B. Nestor	S	Monongalia County Health Department	453 Van Voorhis Drive	Morgantown	WV	26505
Christina B. Mickey	RS	Not currently working in WV - retired				
Christopher A. Davis	SIT	Mid-Ohio Valley Health Department	211 6th Street	Parkersburg	WV	26101

Clint Hamilton	SIT	Raleigh County Health Department	1602 Harper Road	Beckley	WV	25801
Colin D. Bishop	RS	Not currently working in WV - Anua	PO Box 77457	Greensboro	NC	27417
Courtney S. Holcomb-Bennett	S	Clay County Health Department	P.O. Box 36	Clay	WV	25043
Crystal G. Lough	S	Lewis County Health Department	125 Court Avenue	Weston	WV	26452
Crystal S. Worley	SIT	Mercer County Health Department	978 Blue Prince Road	Bluefield	WV	24701
Cullen B. Sherman	RS	Grant County Health Department	PO Box 608	Petersburg	WV	26847
Curtis D. Richards	S	Not Currently working in WV - retired	One Stevens Road	Summersville	WV	26651
Cynthia Ann (Wilfong) Browning	S	Pocahontas County Health Department	900 Tenth Avenue	Marlinton	WV	24954
Cynthia M. Kascic	RS	Dept. of Health/OEHS/PHS	350 Capitol St. Rm 513	Charleston	WV	25301
Cynthia Suzette Dellinger	RS	Dept. of Health/OEHS/PHS	100 East Prince Street	Beckley	WV	25801
Dakotah B. Taylor	S	Nicholas County	One Stevens Road	Summersville	WV	26651
Daniel H. McNeil	RS	Dept. of Health/OEHS/PHS	350 Capitol Street	Charleston	WV	25301
David G. Whittaker	S	Marion County Health Department	300 2nd Street	Fairmont	WV	26554
David M. Abbott	S	Jackson County Health Department	504 S. Church Street	Ripley	WV	25271
Derrick A. Haggerty	RS	Hampshire County Health Department	16189 Northwestern Pike	Augusta	WV	26704
Destiny D. Newcome	S	Kanawha County Health Department	108 Lee Street	Charleston	WV	25301
Donald Jerry Bias	S	Boone County Health Department	213 Kenmore Drive	Danville	WV	25053
Donna L. Gialluco	SIT	Hancock County Health Department	P.O. Box 578	New Cumberland	WV	26047
Donna R. Gorbey-Michael	RS	Dept. of Health/OEHS/PHS	416 Adams Street Suite 530	Fairmont	WV	26554

Douglas Nathan Douglas	RS	WV Army National Guard	100 Military Drive	South Charleston	WV	25309
Elizabeth D. Ratliff	S	Greenbrier County Health Department	9109 Seneca Trail, South	Ronceverte	WV	24970
Gregory Bishop	SIT	Nicholas County Health Department	One Stevens Road	Summersville	WV	26651
Ethan Thomas	SIT	Greenbrier County Health Department	9109 Seneca Trail, South	Ronceverte	WV	24970
Francis W. Holton	RS	Wayne County HD	P.O. Box 368	Wayne	WV	25570
Gerlie C. Jenkins	S	Marion County Health Department	300 Second Street	Fairmont	WV	26554
Glenn C. Ondick	RS	Berkeley County Health Department	400 W. Stephen Street Suite 204	Martinsburg	WV	25401
Heidi A. Bosley	S	Hardy County Health Department	411 Spring Avenue, Suite 101	Moorefield	WV	26836
Isabella G. Lilly	SIT	Cabell Huntington Health Department	703 7th Avenue	Huntington	WV	25701
J. Brad Cochran	RS	Dept. of Health/OEHS/PHS	E. Prince Street	Beckley	WV	25801
Jaclyn M. Johnson	S	Salvation Army	1443 3rd Avenue	Huntington	WV	25701
Jacob D. Pennington	SIT	Clay County Health Department	P.O. Box 36	Clay	WV	25043
Jacqueline L. Huff-Benavides	SIT	Hancock County Health Department	PO Box 578	New Cumberland	WV	26047
James B. Snyder	S	Tucker County Health Department	206 1/2 Third Street	Parsons	WV	26287
James E. Casdorff	RS	Dept. of Health/OEHS/PHS	350 Capitol Street Room 313	Charleston	WV	25301
James W. Moore	RS	Monongalia County Health Department	453 Van Voorhis Road	Morgantown	WV	26505
Janette S. Robinson	S	Mid-Ohio Valley Health Department	211 6th Street	Parkersburg	WV	26101
Jeffery B. Kiger	RS	Taylor County Health Department	718 W. Main Street	Grafton	WV	26354
Jennifer A. Costolo-Michael	RS	Monongalia County Health Department	453 Van voorhis Road	Morgantown	WV	26505

Jennifer E. Hutson	RS	Doddridge County Health Department	60 Pennsylvania St	West Union	WV	26456
Jesse J. Rose III	S	McDowell County Health Department	PO Box 218	Wilco	WV	24895
Jessica L. Douglas	RS	WV Dept. of Agriculture	1900 Kanawha Blvd East	Charleston	WV	25305
Jessica R. Shreve	RS	Braxton County Health Department	617 Old Turnpike Road	Sutton	WV	26601
Jessica S. Barton	RS	Cabell Huntington Health Department	703 7th Avenue	Huntington	WV	25701
Jocelyn E. Taylor	SIT	Putnam County Health Department	11878 Winfield Road, Unit B	Winfield	WV	25213
Joel M. McKinney	S	Lincoln County Health Department	P.O. Box 527	Hamlin	WV	25523
John E. DelSignore	RS	Mineral County Health Department	541 Harley O. Staggers Drive, Suite 1	Keyser	WV	26726
Jonathan K. Monroe	RS	Wheeling Ohio Health Department	1500 Chapline Street	Wheeling	WV	26003
Jordan C. Moore	SIT	Mason County Health Department	216 5th St.	Pt. Pleasant	WV	25550
Joseph C. Lawson, Jr.	RS	Monongalia County Health Department	453 VanVoorhis Road	Morgantown	WV	26505
Joseph C. Reckard	S	Cabell Huntington Health Department	703 Seventh Avenue	Huntington	WV	25701
Judith S. Vallandingham	RS	Dept. of Health/OEHS/PHS	350 Capitol Street, Room 313	Charleston	WV	25301-3713
Julie L. Carey	S	Wheeling-Ohio County health Department	1500 Chapline Street	Wheeling	WV	26003
Kaylan Nacole Hager	SIT	Cabell Huntington Health Department	703 7th Avenue	Huntington	WV	25701
Keith A. Lee	RS	Cabell-Huntington Health Department	703 7th Avenue	Huntington	WV	25701
Keith R. Allison	RS	WVDEP	22288 Northwestern Pike	Romney	WV	26757
Kelly D. Hawkins	SIT	Kanawha Charleston Health Department	108 Lee Street East	Charleston	WV	25301
Kenneth R. Marcum	RS	Mason County Health Department	216 5th Street	Point Pleasant	WV	25550

Kimberly A. Stake	SIT	Berkeley County Health Department	122 Waverly Court	Martinsburg	WV	25403
Kirk A Powroznik	RS	West Virginia University	975 Rawling Lane P.O. Box 6551	Morgantown	WV	26506-6551
Laughlin H. Johnson	RS	Wheeling-Ohio County Health Department	1500 Chapline Street, Room 106	Wheeling	WV	26003
Laura B. Wyatt	S	Kanawha Charleston Health Department	108 Lee Street E	Charleston	WV	25301
Laykan N. Clowers	S	Summers County Health Department	151 Pleasant Street	Hinton	WV	25951
Lisa E. Freeland	S	Mid-Ohio Valley Health Department	125 West Main Street	Harrisville	WV	26362
Lisa M. DeVaughn	RS	Mid-Ohio Valley Health Department	211 6th Street	Parkersburg	WV	26101
Lloyd White	RS	Marion County Health Department	300 2nd Street	Fairmont	WV	26554
Lydia Takemoto	SIT	Marshall County Health Department	513 6th Street	Moundsville	WV	26041
Mark C. Hawkins	RS	Brooke County Health Department	204 Courthouse Square	Wellsburg	WV	26070
Mark S. Whittaker	RS	Webster County Health Department	112 Bell St., Suite C	Webster Springs	WV	26288
Marty A. Snider	RS	Berkeley County Health Department	122 Waverly Court	Martinsburg	WV	25403
Matthew C. Bragg	S	Mercer County Health Department	478 Blue Prince Road	Princeton	WV	24748
Matthew L. Poling	RS	Preston County Health Department	106 West Main Street	Kingwoos	WV	26537
Megan R. Green	S	Kanawha Charleston Health Department	108 Lee Street E	Charleston	WV	25301
Melissa A. O'Brien	SIT	Grafton Taylor Health Department	718 West Main Street	Grafton	WV	26354
Melissa L. Adkins	S	Wayne County Health Department	PO Box 368	Wayne	WV	25570
Michael S. Bolen	RS	Brooke County Health Department	632 Main Street	Wellsburg	WV	26070

Michele D. Meadows	RS	Raleigh County Health Department	1602 Harper Road	Beckley	WV	25801
MicKayla R. LaCour	S	Berkeley County Health Department	122 Waverly Court	Martinsburg	WV	25403
Mitchell K. Guiler	RS	Wetzel-Tyler Health Department	425 South 4th Avenue	Paden City	WV	26159
Nicholas B. King	RS	Dept. of Health/OEHS/PHS	350 Capital Street	Charleston	WV	25301-3713
Penny A. Mangold	RS	Dept. of Health/OEHS/PHS	9083 Middletown Mall	Whitehall	WV	26554
Peter A. Spurlock III	RS	Logan County Health Department	300 Stratton Street, Suite 203	Logan	WV	25601
Renee Lynn Metz	S	Mid-Ohio Valley Health Department	200 E. Main Street	Spencer	WV	25276
Renee Y. Stonebraker	RS	River Valley Child Development Services	611 7th Avenue	Huntington	WV	
Richard A. Hertges	RS	Dept. of Health/OEHS/PHS	350 Capitol Street Room 313	Charleston	WV	25301-3713
Richard H. McCord	RS	WVDHHR/OEHS/PHSD/Fairmont	416 Adams Street	Fairmont	WV	26554
Richard J. Lucas	RS	Not Currently Working in WV - Belmont County	68501 Bannock Road	St. Clairsville	OH	43950
Richie J. Combs	S	Dept. of Health/OEHS/PHS	808 B Street	St. Albans	WV	25177
Robert E. Posey	RS	Lewis County Health Department	125 Court Street	Weston	WV	26452
Robert W. Custard	RS	Jefferson County Health Department	1948 Wiltshire Road	Kearneysville	WV	25430
Robert W. Dillon	RS	Monongalia County Health Department	453 Van Voorhis Rd.	Morgantown	WV	26505
Rodney A. Melton	RS	Cabell-Huntington Health Department	703 7th Avenue	Huntington	WV	25701
Rodney Twyman	SIT	Cabell-Huntington Health Department	703 7th Avenue	Huntington	WV	25701
Ronald G. Porter	S	Cabell-Huntington Health Department	703 7th Avenue	Huntington	WV	25701
Ronaldo Ramirez	SIT	Kanawha-Charleston Health Dept	108 Lee St	Charleston	WV	25301

Ryan D. Pethtel	S	Dept. of Health/OEHS/ PHS	416 Adams Street	Fairmont	WV	26554
Samantha R. Beaudin	RS	Randolph-Elkins Health Department	32 Randolph Avenue	Elkins	WV	26241
Sarah W. Woody	RS	Greenbrier County Health Department	9109 Seneca Trail South	Ronceverte	WV	24970
Savannah F. Hare	SIT	Jefferson County Health Department	1948 Wiltshire Road, Suite 1	Kearneysville	WV	25430
Stacy E. King	RS	Dept. of Health/OEHS/ PHS	350 Capitol Stree Room 513	Charleston	WV	25301
Steven E. Browning	RS	Logan County Health Department	300 Stratton Street, Rm 203	Logan	WV	25601
Steven Hinerman	RS	Harrison County Health Department	330 West Main Street	Clarksburg	WV	26301
Thomas L. Bonar	S	Marshall County Health Department	513 6th Street	Moundsville	WV	26041
Tina M. Lowery	RS	Raleigh County Health Department	1602 Harper Road	Beckley	WV	25801
Todd J. Powroznik	RS	Monongalia County Health Department	453 VanVoorhis Road	Morgantown	WV	26505
Trisha B. Freeman	S	Marion County Department of Health	300 Second Street	Fairmont	WV	26554
Verl (VJ) J. Davis	RS	Preston County Health Department	106 W Main Street Suite 203	Kingwood	WV	26537
Warren L. Elmer	RS	Harrison Clarksburg Health Department	330 W. Main Street	Clarksburg	WV	26301
William A. Ours	S	Hardy County Health Department	411 Spring Avenue, Suite 101	Moorefield	WV	26836
William Christopher Garrett	RS	Upshur Buckhannon Health Department	15 North Locust Avenue	Buckhannon	WV	26201
William Weikle	SIT	Jefferson County Health Department	1948 Wiltshire Blvd, Suite 1	Kearneysville	WV	25430
William E. Nestor	RS	Harrison County Health Department	330 West Main Street	Clarksburg	WV	26301
William R. Bowers	SIT	Non Sanitarian Duties- Barbour County Health	109 Wabash Avenue	Philippi	WV	26416
William R. Helmick	S	Mid-Ohio Valley Health Department	211 6th Street	Parkersburg	WV	26101

Ying-Lun Wang	S	Harrison-Clarksburg Health Department	330 W Main Street	Clarksburg	WV	26301
Zella E. Graham	RS	WV Dept of Agriculture	1900 Kanawha Blvd E	Charleston	WV	25305

2023 Roster of Licensees by Location

Work location	Address	Name	Classification
Barbour	23 Walbash Avenue Philippi, WV 26416	Bowers, William	S.I.T.
Barbour	23 Walbash Avenue Philippi, WV 26416	Nestor, Bill (P/T)	R.S.
Berkeley	122 Waverly Court 122 Waverly Court Martinsburg, WV 25403	Edwards, Amy	R.S.
Berkeley	122 Waverly Court 122 Waverly Court Martinsburg, WV 25403	Harding, Cara	R.S.
Berkeley	122 Waverly Court 122 Waverly Court Martinsburg, WV 25403	Lacour, Mickayla	Sanitarian
Berkeley	122 Waverly Court 122 Waverly Court Martinsburg, WV 25403	Leake, Jacob	Sanitarian
Berkeley	122 Waverly Court 122 Waverly Court Martinsburg, WV 25403	Ondick, Glenn	R.S.
Boone	213 Kenmore Drive Danville, WV 25053	Bias, Jerry Donald	Sanitarian
Braxton	617 Old Turnpike Road Sutton, WV 26601	Shreve, Jessica	R.S.
Brooke	632 Main St., (Courthouse) Wellsburg, WV 26070	Bolen, Michael	R.S.
Brooke	632 Main St., (Courthouse) Wellsburg, WV 26070	Hawkins, Mark	R.S.
Cabell	703 7th Avenue Huntington, WV 25701	Barton, Jessica	R.S.
Cabell	703 7th Avenue Huntington, WV 25701	Hagar, Kaylan	S.I.T
Cabell	703 7th Avenue Huntington, WV 25701	Lee, Keith	R.S.
Cabell	703 7th Avenue Huntington, WV 25701	Lilly, Isabella	S.I.T
Cabell	703 7th Avenue Huntington, WV 25701	McDermott, Adam	R.S.
Cabell	703 7th Avenue Huntington, WV 25701	Melton, Rodney	R.S.
Cabell	703 7th Avenue Huntington, WV 25701	Porter, Ronald	S.I.T
Cabell	703 7th Avenue Huntington, WV 25701	Reckard, Joseph	Sanitarian

Work location	Address	Name	Classification
Clay	P. O. Box 36 Clay, WV 25043	Holcomb-Bennett, Courtney (P/T)	S.I.T.
Clay	P. O. Box 36 Clay, WV 25043	Pennington, Jacob	S.I.T
Doddridge	60 Pennsylvania Street West Union, WV 26456	Whittaker, Mark, (P/T)	R.S.
Fayette	5495 Maple Lane Fayetteville, WV 25840	Skaggs, Amanda	Sanitarian
Fayette	5495 Maple Lane Fayetteville, WV 25840	Taylor, Dakotah	Sanitarian
Gilmer	809 Medical Drive Suite 3 Glenville, WV 26351	Garrett, William C. (P/T)	R.S.
Grant	P. O. Box 608 Petersburg, WV 26847	Sherman, Cullen	R.S.
Greenbrier	9207 Seneca Trail South Ronceverte, WV 24970	Ratliff, Elizabeth	Sanitarian
Greenbrier	9207 Seneca Trail South Ronceverte, WV 24970	Woody, Sarah	R.S.
Hampshire	HC 71 Box 9 Augusta, WV 26704	Haggerty, Derrick	R.S.
Hancock	P.O. Box 578 New Cumberland, WV 26047	Baker, Carolyne	R.S.
Hancock	P.O. Box 578 New Cumberland, WV 26047	Everly, Chelsea	Sanitarian
Hancock	P.O. Box 578 New Cumberland, WV 26047	Huff-Benavides, Jackie	S.I.T.
Hancock	P.O. Box 578 New Cumberland, WV 26047	Gialluco, Donna	Sanitarian
Hardy	411 Spring Avenue, Suite 101 Moorefield, WV 26836	Bosley, Heidi	Sanitarian
Hardy	411 Spring Avenue, Suite 101 Moorefield, WV 26836	Ours, William	Sanitarian
Harrison	330 West Main Street Clarksburg, WV 26301	Elmer, Warren	R.S.
Harrison	330 West Main Street Clarksburg, WV 26301	Hinerman, Steve	R.S.
Harrison	330 West Main Street Clarksburg, WV 26301	Nestor, Bill	R.S.
Harrison	330 West Main Street Clarksburg, WV 26301	Wang, Irene (Ying-Lun)	Sanitarian
Jackson	504 South Church Street Ripley, WV 25271	Graziani, Jonathan	R.S.

Work location	Address	Name	Classification
Jackson	504 South Church Street Ripley, WV 25271	Haskins, Amy, (P/T)	Sanitarian
Jefferson	1948 Wiltshire Road, Suite 1 Kearneysville, WV 25430	Beach, Gillian	R.S.
Jefferson	1948 Wiltshire Road, Suite 1 Kearneysville, WV 25430	Custard, Robert	R.S.
Jefferson	1950 Wiltshire Road, Suite 1 Kearneysville, WV 25430	Demastes, Alexandra	Sanitarian
Jefferson	1950 Wiltshire Road, Suite 1 Kearneysville, WV 25430	Hare, Savannah	S.I.T
Jefferson	1950 Wiltshire Road, Suite 1 Kearneysville, WV 25430	Stotler, Alexandria	S.I.T
Kanawha	108 Lee Street, East Charleston, WV 25323	Abbott, David,	Sanitarian
Kanawha	108 Lee Street, East Charleston, WV 25323	Coleman, Anna	S.I.T
Kanawha	108 Lee Street, East Charleston, WV 25323	Green, Megan	S.I.T
Kanawha	108 Lee Street, East Charleston, WV 25323	Hastings, Jesse	Sanitarian
Kanawha	108 Lee Street, East Charleston, WV 25323	Hawkins, Kelly	S.I.T
Kanawha	108 Lee Street, East Charleston, WV 25323	Kascic, Cindy	R.S.
Kanawha	108 Lee Street, East Charleston, WV 25323	Mills, Stan	R.S.
Kanawha	108 Lee Street, East Charleston, WV 25323	Morrison, Daniel	Sanitarian
Kanawha	108 Lee Street, East Charleston, WV 25323	Newcome, Destiny	Sanitarian
Kanawha	108 Lee Street, East Charleston, WV 25323	Wyatt, Laura	Sanitarian
Lewis	125 Court Avenue Weston, WV 26452	Lough, Crystal, (P/T)	S.I.T.
Lewis	125 Court Avenue Weston, WV 26452	Whittaker, David G.	Sanitarian
Lincoln	P. O. Box 527 Hamlin, WV 25523	McKinney, Joel	Sanitarian
Logan	300 Stratton Street; Suite 203 Logan, WV 25601	Browning, Steven	R.S.

Work location	Address	Name	Classification
Logan	300 Stratton Street; Suite 203 Logan, WV 25601	Spurlock, Pete	R.S.
Marion	300 2nd St Fairmont, WV 26554-2830	Freeman, Trisha	Sanitarian
Marion	300 2nd St Fairmont, WV 26554-2830	Jenkins, Gerlie	Sanitarian
Marion	300 2nd St Fairmont, WV 26554-2830	Pethtel, Charles	Sanitarian
Marion	300 2nd St Fairmont, WV 26554-2830	White, Lloyd	R.S.
Marshall	P. O. Box 429 Moundsville, WV 26041	Bonar, Tom	Sanitarian
Marshall	P. O. Box 429 Moundsville, WV 26041	Perry, Curtis	S.I.T.
Mason	216 Fifth Street Point Pleasant, WV 25550	Marcum, Kenneth	R.S.
McDowell	P. O. Box 218 Wilcoe, WV 24895	Rose, Jesse J. (J.J.)	Sanitarian
Mercer	978 Blue Prince Road Bluefield, WV 24701	Bragg, Matt	Sanitarian
Mercer	978 Blue Prince Road Bluefield, WV 24701	Worley, Crystal	S.I.T.
Mineral	Rt. 3, Box 3045 Keyser, WV 26726-9401	DelSignore, John	R.S.
Mineral	Rt. 3, Box 3045 Keyser, WV 26726-9401	Root, Andrew J. (AJay)	R.S.
Mingo	Box 1096, Memorial Bldg. Williamson, WV 25661	Blankenship, Keith	S.I.T.
Mingo	Box 1096, Memorial Bldg. Williamson, WV 25661	Vance, Brett	Sanitarian
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	Costolo-Michael, Jennifer	R.S.
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	Davis, Natalie	Sanitarian
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	Davy, Alexis	Sanitarian
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	Distefano, Samual	S.I.T.
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	Lalli, John	S.I.T
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	Lawson, Joe	R.S.
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	McCord, Richard	R.S.

Work location	Address	Name	Classification
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	Moore, Jamie	R.S.
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	Nestor, Chris	Sanitarian
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	Powroznik, Todd	R.S.
Monongalia	453 Van Voorhis Road Morgantown, WV 26505	Shreve, Benjamin	S.I.T
Monroe	P. O. Box 590 Union, WV 24983	Withrow, Charles	S.I.T
Morgan	187 S. Green St. Berkeley Springs, WV 25411	Harding, Cara	R.S.
Nicholas	One Stevens Road Summersville, WV 26651	Taylor, Dakotah, (P/T)	Sanitarian
Ohio	City-County Bldg. Room 106 1500 Chapline St Wheeling, WV 26003	Carey, Julie	S.I.T.
Ohio	City-County Bldg. Room 106 1500 Chapline St Wheeling, WV 26003	Johnson, Lock	R.S.
Ohio	City-County Bldg. Room 106 1500 Chapline St Wheeling, WV 26003	Monroe, Jonathan	R.S.
Pendleton	P. O. Box 520 Franklin, WV 26807	Hott, Brooke	R.S.
Pocahontas	Courthouse, 900 10th Ave. Marlinton, WV 24954	Burley, Alan	Sanitarian
Pocahontas	Courthouse, 900 10th Ave. Marlinton, WV 24954	Sacca, Angela	Sanitarian
Pocahontas	Courthouse, 900 10th Ave. Marlinton, WV 24954	Wilfong, Cynthia	Sanitarian
Preston	106 W. Main St., Suite 203 Kingwood, WV 26537	Davis, V.J.	R.S.
Preston	106 W. Main St., Suite 203 Kingwood, WV 26537	Poling, Matthew	R.S.
Putnam	11878 Winfield Road Winfield, WV 25213	King, Nicholas	R.S.
Putnam	11878 Winfield Road Winfield, WV 25213	Snaman, Rick (P/T)	R.S.
Putnam	11878 Winfield Road Winfield, WV 25213	Taylor, Jocelyn	S.I.T.

Work location	Address	Name	Classification
Raleigh	1602 Harper Road Beckley, WV 25801	Bell, Brian C.	R.S.
Raleigh	1602 Harper Road Beckley, WV 25801	Kirby, Michelle	R.S.
Raleigh	1602 Harper Road Beckley, WV 25801	Lowery, Tina	R.S.
Raleigh	1602 Harper Road Beckley, WV 25801	Meadows, Michele	R.S.
Randolph	32 Randolph Avenue, Suite 101 Elkins, WV 26241	Beaudoin, Samantha	R.S.
Randolph	32 Randolph Avenue, Suite 101 Elkins, WV 26241	Bush, Carol	S.I.T.
Roane	P. O. Box 909 Spencer, WV 25276	Metz, Renee	Sanitarian
Summers	P. O. Box 898 Hinton, WV 25951	Cooper, Celena (Hope)	S.I.T.
Taylor	718 West Main St. Grafton, WV 26354	Kiger, Jeff	R.S.
Taylor	718 West Main St. Grafton, WV 26354	O'Brien, Melissa	S.I.T.
Taylor	718 West Main St. Grafton, WV 26354	Vanhorn, Boyd	R.S.
Tucker	219 Sunnyside Lane Parsons, WV 26287	Snyder, James	Sanitarian
Upshur	15 N. Locust St. Buckhannon, WV 26201	Garrett, William C.	R.S.
Wayne	P. O. Box 368 Wayne, WV 25570	Holton, Francis (P/T)	R.S.
Wayne	P. O. Box 368 Wayne, WV 25570	Perry, Carrie (P/T)	Sanitarian
Wayne	P. O. Box 368 Wayne, WV 25570	Spence Melissa	Sanitarian
Webster	112 Bell Street, Suite C Webster Springs, WV 26288	Vacant	
Wetzel-Tyler	P. O. Box 273 Paden City, WV 26159	Guiler, Mitchell	R.S.
Wyoming	P. O. Box 1679 Pineville, WV 24874	Simpson, Crystal	Sanitarian
Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101	Anderson, Alex	S.I.T
Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101	Davis, Christopher	S.I.T.
Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101	DeVaughn, Lisa	R.S.

Work location	Address	Name	Classification
Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101	Freeland, Lisa	Sanitarian
Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101	Helmick, Wil	Sanitarian
Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101	Linville, Angela	Sanitarian
Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101	Needs, Nicole	R.S.
Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101	Piggott, Dorla	S.I.T.
Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101	Robinson, Janette	S.I.T.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Carter, Carl	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Casdorff, Jimmy	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Cochran, Jarold B (Brad) (P/T)	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Combs, Richie	S.I.T.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Dellinger, Suzette	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Douglas, Jessica (P/T)	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Gorbey- Michael, Donna	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Hertges, Rick A.	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Hutson, Jennifer	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	King, Stacy	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Koblinsky, Barbara	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Mangold, Penny	R.S.

Work location	Address	Name	Classification
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	McNeil,Dan	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Page,Alicia	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Pethtel, Ryan	Sanitarian
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Snider,Marty	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Vacancy Wheeling District	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Vallandingham,Judy	R.S.
Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301	Wheeler, Richard (PT)	R.S.
West Virginia University	Office of Env. Health &Safety; PO Box 6551 Morgantown, WV 26506	Powroznik,Kirk	R.S.
West Virginia DEP	601 57th Street SE, Charleston, WV 25304	Allison, Keith	R.S.
WV National Guard	100 Military Drive, South Charleston, WV 25309	Douglas, Nathan	R.S.
WV Dept. of Agriculture	347 Gus R. Douglass Guthrie Center, Charleson, WV 25312	Graham, Zella	R.S.
WV Board of Sanitarians	PO Box 927, Charleston, WV 25523	Thornton, David	R.S.
Belmont County Ohio HD	68501 Bannock Uniontown Road, St. Clairsville, OH 43950	Lucas, Richard	R.S.
Not Actively Working in WV	211 Country Club Road #2320,Woodville, TX 75979	Bishop, Colin	R.S.
Not Actively Working in WV	693 Tuckers Run,Spencer, WV 25276	Harris, Gail	R.S.
Not Actively Working in WV	10706 Country Road, Chesapeake, OH 45619	Johnson, Jacqueline	Sanitarian
Not Actively Working in WV	166 Kimberly Circle,Fairmont,WV26554	Litner, Jason	R.S.

Work location	Address	Name	Classification
Not Actively Working in WV	311 Five Forks Road, Harrisville, WV 26362	Mapes, Charles	R.S.
Not Actively Working in WV	614 East Grafton Road, Fairmont, WV, 26554	Mickey, Christina	R.S.
Not Actively Working in WV	312 Sunset Drive, Beckley, WV 25801	Richards, Curtis	Sanitarian
Not Actively Working in WV	75 Field Street, Webster Springs, WV	Sears, Kevin	S.I.T.
Not Actively Working in WV	18698 North Preston Highway, Bruceton Mills, WV 26525	Stonebraker, Renee	R.S.
Not Actively Working in WV	905 26th Street, Parkersburg, WV 26104	Walther, Ryan	Sanitarian
Not Actively Working in WV	30 Granby Street, Concord, MA 01742	Winowich, David	R.S.
*MOVHD includes Wood, Ritchie, Wirt, Pleasants, and Calhoun Counties			

2023 Roster of Licensees by Name

Abbott, David	Sanitarian	Kanawha	108 Lee Street, East Charleston, WV 25323
Allison, Keith	R.S.	West Virginia DEP	601 57th Street SE, Charleston, WV 25304
Anderson, Alex	S.I.T	Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101
Baker, Carolyne	R.S.	Hancock	P.O. Box 578 New Cumberland, WV 26047
Barton, Jessica	R.S.	Cabell	703 7th Avenue Huntington, WV 25701
Beach, Gillian	R.S.	Jefferson	1948 Wiltshire Road, Suite 1 Kearneysville, WV 25430
Beaudoin, Samantha	R.S.	Randolph	32 Randolph Avenue, Suite 101 Elkins, WV 26241
Bell, Brian C.	R.S.	Raleigh	1602 Harper Road Beckley, WV 25801
Bias, Jerry Donald	Sanitarian	Boone	213 Kenmore Drive Danville, WV 25053
Bishop, Colin	R.S.	Not Actively Working in WV	211 Country Club Road #2320, Woodville, TX 75979
Blankenship, Keith	S.I.T.	Mingo	Box 1096, Memorial Bldg. Williamson, WV 25661
Bolen, Michael	R.S.	Brooke	632 Main St., (Courthouse) Wellsburg, WV 26070
Bonar, Tom	Sanitarian	Marshall	P. O. Box 429 Moundsville, WV 26041
Bosley, Heidi	Sanitarian	Hardy	411 Spring Avenue, Suite 101 Moorefield, WV 26836
Bowers, William	S.I.T.	Barbour	23 Walbash Avenue Philippi, WV 26416
Bragg, Matt	Sanitarian	Mercer	978 Blue Prince Road Bluefield, WV 24701
Browning, Steven	R.S.	Logan	300 Stratton Street; Suite 203 Logan, WV 25601
Burley, Alan	Sanitarian	Pocahontas	Courthouse, 900 10th Ave. Marlinton, WV 24954
Bush, Carol	S.I.T.	Randolph	32 Randolph Avenue, Suite 101 Elkins, WV 26241
Carey, Julie	S.I.T.	Ohio	City-County Bldg. Room 106 1500 Chapline St Wheeling, WV 26003
Carter, Carl	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Casdorph, Jimmy	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Cochran, Jarold B (Brad) (P/T)	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Coleman, Anna	S.I.T	Kanawha	108 Lee Street, East Charleston, WV 25323

Combs,Richie	S.I.T.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Cooper, Celena (Hope)	S.I.T.	Summers	P. O. Box 898 Hinton, WV 25951
Costolo-Michael, Jennifer	R.S.	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
Custard, Robert	R.S.	Jefferson	1948 Wiltshire Road, Suite 1 Kearneysville, WV 25430
Davis, Christopher	S.I.T.	Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101
Davis, Natalie	Sanitarian	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
Davis, V.J.	R.S.	Preston	106 W. Main St., Suite 203 Kingwood, WV 26537
Davy, Alexis	Sanitarian	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
Dellinger,Suzzette	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
DelSignore, John	R.S.	Mineral	Rt. 3, Box 3045 Keyser, WV 26726- 9401
Demastes, Alexandra	Sanitarian	Jefferson	1950 Wiltshire Road, Suite 1 Kearneysville, WV 25430
DeVaughn, Lisa	R.S.	Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101
Distefano, Samuel	S.I.T.	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
Douglas, Jessica (P/T)	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Douglas, Nathan	R.S.	WV National Guard	100 Military Drive, South Charleston, WV 25309
Edwards, Amy	R.S.	Berkeley	122 Waverly Court 122 Waverly Court Martinsburg, WV 25403
Elmer, Warren	R.S.	Harrison	330 West Main Street Clarksburg, WV 26301
Everly, Chelsea	Sanitarian	Hancock	P.O. Box 578 New Cumberland, WV 26047
Freeland, Lisa	Sanitarian	Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101
Freeman, Trisha	Sanitarian	Marion	300 2nd St Fairmont, WV 26554- 2830
Garrett, William C.	R.S.	Upshur	15 N. Locust St. Buckhannon, WV 26201
Garrett,William C. (P/T)	R.S.	Gilmer	809 Medical Drive Suite 3 Glennville, WV 26351
Gialluco, Donna	Sanitarian	Hancock	P.O. Box 578 New Cumberland, WV 26047
Gorbey-Michael,Donna	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301

Graham, Zella	R.S.	WV Dept. of Agriculture	347 Gus R. Douglass Guthrie Center, Charleson, WV 25312
Graziani, Jonathan	R.S.	Jackson	504 South Church Street Ripley, WV 25271
Green, Megan	S.I.T	Kanawha	108 Lee Street, East Charleston, WV 25323
Guiler, Mitchell	R.S.	Wetzel-Tyler	P. O. Box 273 Paden City, WV 26159
Hagar, Kaylan	S.I.T	Cabell	703 7th Avenue Huntington, WV 25701
Haggerty, Derrick	R.S.	Hampshire	HC 71 Box 9 Augusta, WV 26704
Harding, Cara	R.S.	Berkeley	122 Waverly Court 122 Waverly Court Martinsburg, WV 25403
Harding, Cara	R.S.	Morgan	187 S. Green St. Berkeley Springs, WV 25411
Hare, Savannah	S.I.T	Jefferson	1950 Wiltshire Road, Suite 1 Kearneysville, WV 25430
Harris, Gail	R.S.	Not Actively Working in WV	693 Tuckers Run, Spencer, WV 25276
Haskins, Amy, (P/T)	Sanitarian	Jackson	504 South Church Street Ripley, WV 25271
Hastings, Jesse	Sanitarian	Kanawha	108 Lee Street, East Charleston, WV 25323
Hawkins, Kelly	S.I.T	Kanawha	108 Lee Street, East Charleston, WV 25323
Hawkins, Mark	R.S.	Brooke	632 Main St., (Courthouse) Wellsburg, WV 26070
Helmick, Wil	Sanitarian	Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101
Hertges, Rick A.	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Hinerman, Steve	R.S.	Harrison	330 West Main Street Clarksburg, WV 26301
Holcomb-Bennett, Courtney (P/T)	S.I.T.	Clay	P. O. Box 36 Clay, WV 25043
Holton, Francis (P/T)	R.S.	Wayne	P. O. Box 368 Wayne, WV 25570
Hott, Brooke	R.S.	Pendleton	P. O. Box 520 Franklin, WV 26807
Huff-Benavides, Jackie	S.I.T.	Hancock	P.O. Box 578 New Cumberland, WV 26047
Hutson, Jennifer	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Jenkins, Gerlie	Sanitarian	Marion	300 2nd St Fairmont, WV 26554-2830
Johnson, Jacqueline	Sanitarian	Not Actively Working in WV	10706 Country Road, Chesapeake, OH 45619

Johnson, Lock	R.S.	Ohio	City-County Bldg. Room 106 1500 Chapline St Wheeling, WV 26003
Kascic, Cindy	R.S.	Kanawha	108 Lee Street, East Charleston, WV 25323
Kiger, Jeff	R.S.	Taylor	718 West Main St. Grafton, WV 26354
King, Nicholas	R.S.	Putnam	11878 Winfield Road Winfield, WV 25213
King, Stacy	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Kirby, Michelle	R.S.	Raleigh	1602 Harper Road Beckley, WV 25801
Koblinsky, Barbara	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Lacour, Mickayla	Sanitarian	Berkeley	122 Waverly Court 122 Waverly Court Martinsburg, WV 25403
Lalli, John	S.I.T	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
Lawson, Joe	R.S.	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
Leake, Jacob	Sanitarian	Berkeley	122 Waverly Court 122 Waverly Court Martinsburg, WV 25403
Lee, Keith	R.S.	Cabell	703 7th Avenue Huntington, WV 25701
Lilly, Isabella	S.I.T	Cabell	703 7th Avenue Huntington, WV 25701
Linville, Angela	Sanitarian	Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101
Litner, Jason	R.S.	Not Actively Working in WV	166 Kimberly Circle, Fairmont, WV 26554
Lough, Crystal, (P/T)	S.I.T.	Lewis	125 Court Avenue Weston, WV 26452
Lowery, Tina	R.S.	Raleigh	1602 Harper Road Beckley, WV 25801
Lucas, Richard	R.S.	Belmont County Ohio HD	68501 Bannock Uniontown Road, St. Clairsville, OH 43950
Mangold, Penny	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Mapes, Charles	R.S.	Not Actively Working in WV	311 Five Forks Road, Harrisville, WV 26362
Marcum, Kenneth	R.S.	Mason	216 Fifth Street Point Pleasant, WV 25550
McCord, Richard	R.S.	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
McDermott, Adam	R.S.	Cabell	703 7th Avenue Huntington, WV 25701
McKinney, Joel	Sanitarian	Lincoln	P. O. Box 527 Hamlin, WV 25523

McNeil, Dan	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Meadows, Michele	R.S.	Raleigh	1602 Harper Road Beckley, WV 25801
Melton, Rodney	R.S.	Cabell	703 7th Avenue Huntington, WV 25701
Metz, Renee	Sanitarian	Roane	P. O. Box 909 Spencer, WV 25276
Mickey, Christina	R.S.	Not Actively Working in WV	614 East Grafton Road, Fairmont, WV, 26554
Mills, Stan	R.S.	Kanawha	108 Lee Street, East Charleston, WV 25323
Monroe, Jonathan	R.S.	Ohio	City-County Bldg. Room 106 1500 Chapline St Wheeling, WV 26003
Moore, Jamie	R.S.	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
Morrison, Daniel	Sanitarian	Kanawha	108 Lee Street, East Charleston, WV 25323
Needs, Nicole	R.S.	Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101
Nestor, Bill	R.S.	Harrison	330 West Main Street Clarksburg, WV 26301
Nestor, Bill (P/T)	R.S.	Barbour	23 Walbash Avenue Philippi, WV 26416
Nestor, Chris	Sanitarian	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
Newcome, Destiny	Sanitarian	Kanawha	108 Lee Street, East Charleston, WV 25323
O'Brien, Melissa	S.I.T.	Taylor	718 West Main St. Grafton, WV 26354
Ondick, Glenn	R.S.	Berkeley	122 Waverly Court 122 Waverly Court Martinsburg, WV 25403
Ours, William	Sanitarian	Hardy	411 Spring Avenue, Suite 101 Moorefield, WV 26836
Page, Alicia	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Pennington, Jacob	S.I.T	Clay	P. O. Box 36 Clay, WV 25043
Perry, Carrie (P/T)	Sanitarian	Wayne	P. O. Box 368 Wayne, WV 25570
Perry, Curtis	S.I.T.	Marshall	P. O. Box 429 Moundsville, WV 26041
Pethel, Charles	Sanitarian	Marion	300 2nd St Fairmont, WV 26554- 2830
Pethel, Ryan	Sanitarian	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Piggott, Dorla	S.I.T.	Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101

Poling, Matthew	R.S.	Preston	106 W. Main St., Suite 203 Kingwood, WV 26537
Porter, Ronald	S.I.T	Cabell	703 7th Avenue Huntington, WV 25701
Powroznik, Todd	R.S.	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
Powroznik, Kirk	R.S.	West Virginia University	Office of Env. Health & Safety; PO Box 6551 Morgantown, WV 26506
Ratliff, Elizabeth	Sanitarian	Greenbrier	9207 Seneca Trail South Ronceverte, WV 24970
Reckard, Joseph	Sanitarian	Cabell	703 7th Avenue Huntington, WV 25701
Richards, Curtis	Sanitarian	Not Actively Working in WV	312 Sunset Drive, Beckley, WV 25801
Robinson, Janette	S.I.T.	Mid-Ohio Valley*	211 Sixth Street Parkersburg, WV 26101
Root, Andrew J. (AJay)	R.S.	Mineral	Rt. 3, Box 3045 Keyser, WV 26726- 9401
Rose, Jesse J. (J.J.)	Sanitarian	McDowell	P. O. Box 218 Wilcoe, WV 24895
Sacca, Angela	Sanitarian	Pocahontas	Courthouse, 900 10th Ave. Marlinton, WV 24954
Sears, Kevin	S.I.T.	Not Actively Working in WV	75 Field Street, Webster Springs, WV
Sherman, Cullen	R.S.	Grant	P. O. Box 608 Petersburg, WV 26847
Shreve, Benjamin	S.I.T	Monongalia	453 Van Voorhis Road Morgantown, WV 26505
Shreve, Jessica	R.S.	Braxton	617 Old Turnpike Road Sutton, WV 26601
Simpson, Crystal	Sanitarian	Wyoming	P. O. Box 1679 Pineville, WV 24874
Skaggs, Amanda	Sanitarian	Fayette	5495 Maple Lane Fayetteville, WV 25840
Snaman, Rick (P/T)	R.S.	Putnam	11878 Winfield Road Winfield, WV 25213
Snider, Marty	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Snyder, James	Sanitarian	Tucker	219 Sunnyside Lane Parsons, WV 26287
Spence Melissa	Sanitarian	Wayne	P. O. Box 368 Wayne, WV 25570
Spurlock, Pete	R.S.	Logan	300 Stratton Street; Suite 203 Logan, WV 25601
Stonebraker, Renee	R.S.	Not Actively Working in WV	18698 North Preston Highway, Bruceton Mills, WV 26525
Stotler, Alexandria	S.I.T	Jefferson	1950 Wiltshire Road, Suite 1 Kearneysville, WV 25430

Taylor, Dakotah	Sanitarian	Fayette	5495 Maple Lane Fayetteville, WV 25840
Taylor, Dakotah, (P/T)	Sanitarian	Nicholas	One Stevens Road Summersville, WV 26651
Taylor, Jocelyn	S.I.T.	Putnam	11878 Winfield Road Winfield, WV 25213
Thornton, David	R.S.	WV Board of Sanitarians	PO Box 927, Charleston, WV 25523
Vacancy Wheeling District	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Vacant		Webster	112 Bell Street, Suite C Webster Springs, WV 26288
Vallandingham, Judy	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
Vance, Brett	Sanitarian	Mingo	Box 1096, Memorial Bldg. Williamson, WV 25661
Vanhorn, Boyd	R.S.	Taylor	718 West Main St. Grafton, WV 26354
Walther, Ryan	Sanitarian	Not Actively Working in WV	905 26th Street, Parkersburg, WV 26104
Wang, Irene (Ying-Lun)	Sanitarian	Harrison	330 West Main Street Clarksburg, WV 26301
Wheeler, Richard (PT)	R.S.	Bureau for Public Health	350 Capitol St., Room 313 Charleston, WV 25301
White, Lloyd	R.S.	Marion	300 2nd St Fairmont, WV 26554-2830
Whittaker, David G.	Sanitarian	Lewis	125 Court Avenue Weston, WV 26452
Whittaker, Mark, (P/T)	R.S.	Doddridge	60 Pennsylvania Street West Union, WV 26456
Wilfong, Cynthia	Sanitarian	Pocahontas	Courthouse, 900 10th Ave. Marlinton, WV 24954
Winowich, David	R.S.	Not Actively Working in WV	30 Granby Street, Concord, MA 01742
Withrow, Charles	S.I.T.	Monroe	P. O. Box 590 Union, WV 24983
Woody, Sarah	R.S.	Greenbrier	9207 Seneca Trail South Ronceverte, WV 24970
Worley, Crystal	S.I.T.	Mercer	978 Blue Prince Road Bluefield, WV 24701
Wyatt, Laura	Sanitarian	Kanawha	108 Lee Street, East Charleston, WV 25323

Financial Reports



**WEST VIRGINIA
STATE BOARD OF SANITARIANS**

P.O. Box 927
Charleston, West Virginia 25323

Brad Cochran, R.S.
Chairman

Linda Whaley
Executive Director

July 16, 2024

William Spencer, Legislative Budget Director
Joint Expenses
Building 1, Room W-314
1900 Kanawha Blvd., E.
Charleston, WV 25305-0610

Mr. Spencer:

In response to your letter dated July 8, 2024:

1. The West Virginia State Board of Sanitarians issued 149 licenses as of June 30, 2024.
2. The West Virginia State Board of Sanitarians has only one filled position. The Executive Director position is currently filled by Linda Whaley. She has a cap of \$3,500 in salary.



STATE OF WEST VIRGINIA
Department of Administration
Purchasing Division

Asset Management Certification Cover Sheet

Fiscal Year 2024

Agency Name: WV State Bd of Sanitarians
Agency State Level Department Number: _____
Agency Asset Coordinator: Linda Whaley
Telephone Number: 304 638 2814

Agencies are required to certify their inventory each year by completing this Asset Management Certification Cover Sheet and submitting it to the Purchasing Division by July 15. I hereby certify as true and accurate the following:

- The last physical inventory of all Reportable Assets under the department head's jurisdiction was completed as of June 24 (A physical inventory, which includes tangibly viewing all assets, is required once every MONTH/YEAR three years for all agency-owned assets).
- All assets under the department head's jurisdiction as of June 30, 2024, with an acquisition cost of \$1,000 or more, computer equipment with an acquisition cost of \$500 or more, all weapons, and vehicles that are leased for one year or more regardless of acquisition cost, were entered into the wvOASIS Fixed Asset Module for the current fiscal year and all shell-manual documents are final. The mass depreciation job is run every year in August.
- All obsolete assets under the department head's jurisdiction were retired in accordance with Surplus Property policy, procedures and guidelines.
- All real property under the department head's jurisdiction has been properly entered into the wvOASIS Fixed Asset Module. (**West Virginia Code** §5A-3-35 requires agencies to report real property to the Director of the Purchasing Division. By signing this form, the department head certifies that the agency has properly entered real property into wvOASIS and that wvOASIS will serve as the required report.)

Head of Spending Unit Signature: Linda Whaley

Head of Spending Unit Title: Executive Director

Date: 16 July 2024

To be submitted no later than July 15, 2024, to:

West Virginia Purchasing Division
C/O: Program Services Section, Surplus Property Unit
2700 Charles Avenue, Dunbar, WV 25064
FAX: (304) 766-2631
wvsasp@wv.gov



STATE OF WEST VIRGINIA
Department of Administration
Purchasing Division

Asset Management Coordinator Designation Form

Fiscal Year 2024

In accordance with the guidelines established by the West Virginia Purchasing Division, pursuant to the **West Virginia Code** §5A-3-34, each state agency must designate at least one individual in their agency to serve as that agency's asset coordinator. The coordinator will manage the agency's fixed assets and be provided signature authority to sign lost, stolen, and destroyed asset letters. This signature authority does not apply to the Asset Management Certification Cover Sheet or the Asset Management Coordinator Designation Form.

Complete the requested information below and submit along with your **Asset Management Certification Cover Sheet**, no later than July 15, 2024, to:

West Virginia Purchasing Division
C/O: Program Services Section, Surplus Property Unit
2700 Charles Avenue
Dunbar, WV 25064
FAX: 304-766-2631
wvsasp@wv.gov

Name of Designated Coordinator: Linda Whaley

Title: Executive Director

Agency Department Number: _____

State Agency Name: WV State Bd of Sanitarians

Telephone Number: 304 638-2814

E-mail: Linda.K.Whaley@wv.gov

Head of Spending Unit Signature: Linda Whaley

Head of Spending Unit Title: Executive Director

Date: 16 July 2024

State of West Virginia
wvOASIS
Deposit Cover Sheet

Document ID: CR 0916 2500010911

DOCUMENT STATUS

Department Name: WV Board of Sanitarians
Created On: 2024-08-08 12:41
Document Department: 0916
Created By: lyterl
Deposit Amount: 50.00

Deposit Location	Deposit Ticket Number	Bank Account Code	Deposit Amount
00579	005790057908082021	0005	50.00

Bank Deposit Total: 50.00

State of West Virginia
wvOASIS
Deposit Cover Sheet

Document ID: CR 0916 2500015486

DOCUMENT STATUS

Department Name: WV Board of Sanitarians
Created On: 2024-08-23 11:13
Document Department: 0916
Created By: lyterl
Deposit Amount: 150.00

Deposit Location	Deposit Ticket Number	Bank Account Code	Deposit Amount
00579	005790057908232024	0005	150.00

Bank Deposit Total: 150.00

Reference	Document	Fund	Fiscal Year	Dept	Appr Unit	Object	Sub Object	Revenue	Sub Revenue	Amount
		8546		0916				6696	4109	150.00
Description:	License Application Fees									

State of West Virginia
wvOASIS
Deposit Cover Sheet

Document ID: CR 0916 2400056297

DOCUMENT STATUS

Department Name: WV BOARD OF SANITARIANS
Created On: 2024-01-23 12:14
Document Department: 0916
Created By: zamorake1
Deposit Amount: 1850.00

Deposit Location	Deposit Ticket Number	Bank Account Code	Deposit Amount
00579	00579012324	0005	1850.00

Bank Deposit Total: 1850.00

Reference	Document	Fund	Fiscal Year	Dept	Appr Unit	Object	Sub Object	Revenue	Sub Revenue	Amount
		8546	2024	0916				6696	4107	1850.00
Description: LICENSE RENEWALS										
vvOASIS Deposit Total :										1850.00

Document Description: LICENSE RENEWALS

State of West Virginia
wvOASIS
Deposit Cover Sheet

Document ID: CR 0916 2400056290

DOCUMENT STATUS

Department Name: WV BOARD OF SANITARIANS
Created On: 2024-01-23 12:11
Document Department: 0916
Created By: zamorake1
Deposit Amount: 1750.00

Deposit Location	Deposit Ticket Number	Bank Account Code	Deposit Amount
00579	00579012324	0005	1750.00

Bank Deposit Total: 1750.00

Reference	Document	Fund	Fiscal Year	Dept	Appr Unit	Object	Sub Object	Revenue	Sub Revenue	Amount
		8546	2024	0916				6696	4107	1750.00
Description: LICENSE RENEWALS										
wvOASIS Deposit Total :										1750.00

Document Description: LICENSE RENEWALS

State of West Virginia
wvOASIS
Deposit Cover Sheet

Document ID: CR 0916 2400060512

DOCUMENT STATUS

Department Name: WV Board of Sanitarians

Created On: 2024-02-06 16:16

Document Department: 0916

Created By: lyterl

Deposit Amount: 450.00

Deposit Location	Deposit Ticket Number	Bank Account Code	Deposit Amount
00579	005790057902062024	0005	450.00

Bank Deposit Total: 450.00

Reference	Document	Fund	Fiscal Year	Dept	Appr Unit	Object	Sub Object	Revenue	Sub Revenue	Amount
		8546		0916				6696	4107	450.00
Description:	License Renewal Fees									

State of West Virginia
wvOASIS
Deposit Cover Sheet

Document ID: CR 0916 2400067939

DOCUMENT STATUS

Department Name: WV Board of Sanitarians

Created On: 2024-03-04 14:18

Document Department: 0916

Created By: lyterl

Deposit Amount: 400.00

Deposit Location	Deposit Ticket Number	Bank Account Code	Deposit Amount
00579	005790057903042024	0005	400.00

Bank Deposit Total: 400.00

Reference	Document	Fund	Fiscal Year	Dept	Appr Unit	Object	Sub Object	Revenue	Sub Revenue	Amount
		8546		0916				6696	4107	400.00
Description:	License Renewal Fees									

State of West Virginia
wvOASIS
Deposit Cover Sheet

Document ID: CR 0916 2400072957

DOCUMENT STATUS

Department Name: WV Board of Sanitarians
Created On: 2024-03-21 11:22
Document Department: 0916
Created By: lyterl
Deposit Amount: 100.00

Deposit Location	Deposit Ticket Number	Bank Account Code	Deposit Amount
00579	005790057903212024	0005	100.00

Bank Deposit Total: 100.00

Reference	Document	Fund	Fiscal Year	Dept	Appr Unit	Object	Sub Object	Revenue	Sub Revenue	Amount
		8546		0916				6696	4112	100.00
Description:	Late Fees									
wwOASIS Deposit Total :									100.00	

To:

Michelle Cochran, Int. Executive Director FOR FY 2024
WV Board of Registration for Sanitarians

From:

Linda Lyter
Chief Financial Officer

Date:

November 28, 2023

Re:

Financial Report for December 11, 2023
WV Board of Registration for Sanitarians

Expenditures To Date

01201 Personal Services	\$400.00
1202 Salary Reimbursement	\$0
2202 Fringes	\$31
3200 Office Supplies	\$0.00
3201 Printing & Binding	\$0
3206 Contractual & Professional	\$1,361.75
3207 Contractual & Professional	\$0
3211 Travel - Employee	\$0
3213 Computer Services	\$0
3219 Bond/Insurance	\$1,384
3233 Hospitality	\$0
3241 Miscellaneous	\$0
3242 Training & Development	\$100
3244 Postage	\$0
3245 Freight	\$7
3248 Computer Equipment	\$0
3324 Treasurer's Office Fees	\$0
Total	\$3,276.35

Revenue

Deposits	\$400
Refunds	\$0

Current Balance

Revenue	\$400
Expenditures (actual)	\$3,276.35
Current Cash Balance	\$3,879.48

Annual Budget	\$ 10,500.00
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Checks Received For Deposit	\$ -
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Outstanding Expenditures	\$ 1,323.69
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To:

Michelle Cochran, Int. Executive Director FOR FY 2023
WV Board of Registration for Sanitarians

From:

Linda Lyter
Chief Financial Officer

Date:

December 18, 2023

Re:

FINANCIAL REPORT FOR FY 2023
WV Board of Registration for Sanitarians

Expenditures To Date

01201 Personal Services	\$1,600.00
1202 Salary Reimbursement	\$1,200
2202 Fringes	\$122
3200 Office Supplies	\$31.50
3201 Printing & Binding	\$0
3206 Contractual & Professional	\$2,684.50
3207 Contractual & Professional	\$0
3211 Travel - Employee	\$268
3213 Computer Services	\$0
3219 Bond/Insurance	\$2,812
3233 Hospitality	\$0
3241 Miscellaneous	\$0
3242 Training & Development	\$400
3244 Postage	\$486
3245 Freight	\$7
3248 Computer Equipment	\$0
3324 Treasurer's Office Fees	\$0
Total	\$9,693.11

Revenue

Deposits	\$8,540
Refunds	\$0

Current Balance

Revenue	\$8,540
Expenditures (actual)	\$9,693.11
Current Cash Balance as of 6/30/23	\$6,755.83
Annual Budget	\$ 10,500.00

To: Michelle Cochran, Int. Executive Director FOR FY 2024
WV Board of Registration for Sanitarians

From: Linda Lyter
Chief Financial Officer

Date: January 29, 2024

Re: Financial Report for February 2, 2024
WV Board of Registration for Sanitarians

Expenditures To Date

01201 Personal Services	\$1,100.00
1202 Salary Reimbursement	\$300
2202 Fringes	\$84
3200 Office Supplies	\$0.00
3201 Printing & Binding	\$0
3206 Contractual & Professional	\$1,979.25
3207 Contractual & Professional	\$0
3211 Travel - Employee	\$0
3213 Computer Services	\$0
3219 Bond/Insurance	\$1,384
3233 Hospitality	\$0
3241 Miscellaneous	\$0
3242 Training & Development	\$100
3244 Postage	\$0
3245 Freight	\$7
3248 Computer Equipment	\$0
3324 Treasurer's Office Fees	\$0
Total	\$4,947.40

Revenue

Deposits	\$7,400
Refunds	<u>\$0</u>

Current Balance

Revenue	\$7,400
Expenditures (actual)	\$4,947.40
Current Cash Balance	\$9,208.43
Annual Budget	\$ 10,500.00
Checks Received For Deposit	\$ 450.00
Outstanding Expenditures	\$ 3,765.57

To: Linda Whaley, Executive Director FOR FY 2024
WV Board of Registration for Sanitarians

From: Linda Lyter
Chief Financial Officer

Date: May 3, 2024

Re: Financial Report for Bd. Meeting 5/10/24
WV Board of Registration for Sanitarians

Expenditures To Date

01201 Personal Services	\$1,600.00
1202 Salary Reimbursement	\$300
2202 Fringes	\$122
3200 Office Supplies	\$0.00
3201 Printing & Binding	\$0
3206 Contractual & Professional	\$2,798.25
3207 Contractual & Professional	\$0
3211 Travel - Employee	\$271
3213 Computer Services	\$0
3219 Bond/Insurance	\$2,768
3233 Hospitality	\$0
3241 Miscellaneous	\$0
3242 Training & Development	\$100
3244 Postage	\$0
3245 Freight	\$0
3248 Computer Equipment	\$0
3324 Treasurer's Office Fees	\$0
Total	\$7,959.73

Revenue

Deposits	\$8,350
Refunds	<u>\$0</u>

Current Balance

Revenue	\$8,350
Expenditures (actual)	\$7,959.73
Current Cash Balance	\$7,146.10
Annual Budget	\$ 10,500.00
Checks Received For Deposit	\$ -
Outstanding Expenditures	\$ 4,003.17

Invoice

Original document

**Bill to**

WV BOARD OF SANITARS
PO BOX 927
CHARLESTON WV 25304-0000

BILL TO ID: 0900308968

Sold by

HP INC.
1501 PAGE MILL RD.
PALO ALTO CA 94304-1126
UNITED STATES OF AMERICA

Sold to

WEST VIRGINIA KANAWHA CHARLESTON HEALTH DEPT
108 LEE ST E
CHARLESTON WV 25301-1506
UNITED STATES OF AMERICA
SOLD TO ID: 0900308968

Seller references

Order reason			
Invoice number	9018160220	Invoice date	11-Jan-24
Sales Order number	116567135	Sales Order date	5-Jan-24
Incoterms	DDP / Delivered Duty Paid		
Federal Tax ID / W9	94-1081436	Tax point date	11-Jan-24

Remittance details

Remit to HP INC. P.O. BOX 419520 BOSTON MA 02241-9520			
Payment terms	Within 30 days due net		
Payment due date	10-Feb-24	DUNS number	00-912-2532

End Customer Name

WEST VIRGINIA KANAWHA CHARLESTON HEALTH DEPT
CHARLESTON WV 25301-1506
UNITED STATES OF AMERICA

HP business contact

HP contact	
Email	
Telephone number	

Customer references

Customer Purchase Order	AD009160916SAN240 00000022
Customer PO date	5-Jan-24
Deal ID	
Quote ref. number	
Contract ID	
Contract name	
Purchase agreement	
Federal Tax ID / W9	

Invoice summary

Total product price	1,168.00 USD
Total discount	0.00 USD
Net sub total	1,168.00 USD
Shipping & Handling	0.00 USD
Total tax amount	0.00 USD
Fees	0.00 USD
Total amount payable	1,168.00 USD

Seller represents that these goods were produced in compliance with all applicable requirements of sections 6, 7 and 12 of the fair labor standards act, as amended, and of regulations and orders of the United States department of labor issued under section 14 thereof.

All sales are subject to warranty provisions and other conditions. All claims and returned merchandise must be accompanied by this invoice.

Please send invoice copy or refer to invoice number when making your payment. Please mail remittance to the remit to address indicated above. HP Federal Tax ID / W9 is 94-1081436

HP encourages customers to recycle used electronic hardware, HP original print cartridges, and rechargeable batteries. For more information about recycling programs, please go to www.hp.com/recycle

Customer Purchase Order	Sales Order number	Invoice number	Invoice date
AD0091609165AN24000000022	116567135	9018160220	11-Jan-24


Ship to

CHARLESTON KANAWHA HEALTH DEPT
108 LEE STREET EAST
CHARLESTON WV 25301-0000
UNITED STATES OF AMERICA
SHIP TO ID: 0580000141

Shipment references

Carrier name	
Bill of lading	
Tracking Number	
External delivery	
Good issue date	
Shipping Type	
Shipping & Handling	
Tax for S&H	

Item #	Product #	Material Description	Qty	UOM	Unit Price	Item net price	Ccy
1	870Q0UC#ABA	WV Power Laptop: HP EliteBook 650 G9	1	EA	1010.00	1,010.00	USD
2	8F1D1UP	Standard Docking Station	1	EA	158.00	158.00	USD

Invoice total

Total product price	1,168.00 USD
Total discount	0.00 USD
Net sub total	1,168.00 USD
Shipping & Handling	0.00 USD
Total tax amount	0.00 USD
Fees	0.00 USD
Total amount payable	1,168.00 USD

Seller represents that these goods were produced in compliance with all applicable requirements of sections 6, 7 and 12 of the fair labor standards act, as amended, and of regulations and orders of the United States department of labor issued under section 14 thereof.

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Complaints

WV Board of Registration for Sanitarians Complaints

No complaints have been submitted to the Board of Registration in the last three years. The last complaint was filed with the Board on 8/13/2007 and was resolved on 9/28/2007.