

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: Minutes of the Meeting held Dec. 29, 1983

Present: President, William C. Parrish
Commissioner, Dexter L. Buckley, Jr.
Commissioner, Holmes R. Shaver

Dr. James Miller, Director Mid-Ohio Valley Health Department, presented to the Commission a report on the food service at the Wood County Correctional Center. A nurse, sanitarian, and nutritionist toured the kitchen on December 22, 1983. Dr. Miller reported that the Health Dept. had not been asked to review the menus, but would be happy to do so. He also said that they make inspections usually twice a year. According to Dr. Miller, the Health Department was not asked to make the menus only approve them. He pointed out the use of steam tables to insure proper temperature of food was very important. On the visit on December 22, food temperature was adequate. Copy of report attached.

On this day, Commissioners Shaver and Buckley signed an Order dated December 27, 1983, authorizing the County Administrator to advertise for six assorted items of steel shelving for Record Room of County Clerk. Copy attached.

The Commission received and signed the following Purchase Orders:

Purchase Order #7608, to Byers Lock & Key, in the amount of \$3.00, for Maintenance.

Purchase Order #7612, to Affiliated Supply, in the amount of \$202.80, for Circuit Clerk.

Purchase Order #7621, to Virginia Welding, in the amount of \$119.09, for Maintenance.

Purchase Order #7622, to Parkersburg Lumber, in the amount of \$18.30, for Maintenance.

Purchase Order #7623, to Parkersburg Lumber, in the amount of \$2.10, for Maintenance.

Purchase Order #7624, to W. H. Smith Hardware, in the amount of \$14.40, for Maintenance.

Purchase Order #7625, to W. H. Smith Hardware, in the amount of \$14.26, for Maintenance.

Purchase Order #7626, to W. H. Smith Hardware, in the amount of \$5.00, for Maintenance.

Purchase Order #7627, to Easton Printing, in the amount of \$17.10, for Circuit Clerk.


Approved:

THE COUNTY COMMISSION OF WOOD COUNTY

President, William C. Parrish



Commissioner, Dexter L. Buckley, Jr.



Commissioner, Holmes R. Shaver

12/27/83
47/36

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

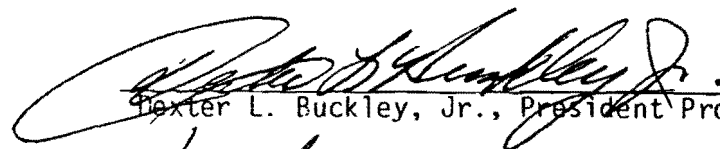
TUESDAY, DECEMBER 27, 1983

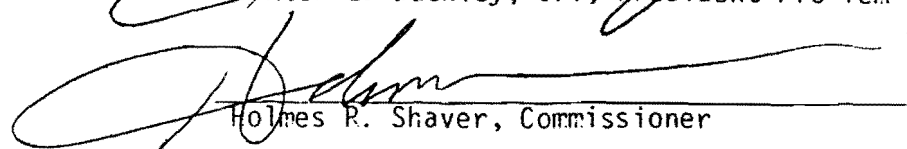
IN RE: WOOD COUNTY COMMISSION--APPROVAL OF ADVERTISING FOR SIX ITEMS OF STEEL SHELVEING EQUIPMENT FOR THE RECORD ROOM IN THE WOOD COUNTY CLERK'S OFFICE.

ORDER

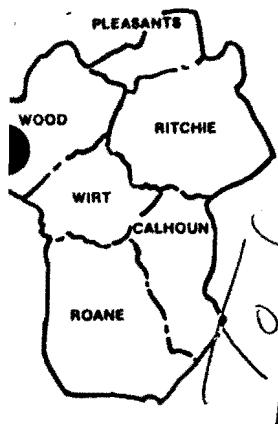
On this the 27th day of December, 1983, the Wood County Commission, upon motion of Holmes R. Shaver, seconded, passed and made unanimous by Dexter L. Buckley, Jr., approved and authorized the Wood County Administrator to advertise for bids for the following: Six assorted items of steel shelving equipment for the Record Room of the Wood County Clerk's Office. Sealed bids must be received by the Wood County Commission by 1:30 p.m., on January 12, 1984, when said bids will be opened.

THE COUNTY COMMISSION OF WOOD COUNTY


Dexter L. Buckley, Jr., President Pro Tem


Holmes R. Shaver, Commissioner

ENTERED: December 27, 1983.



Mid-Ohio Valley Health Department

211 SIXTH STREET, PARKERSBURG, WEST VIRGINIA 26101
Phone 304/485-7374

December 29, 1983

Judith L. Shannon,
Chairperson

Michael H. Mills,
Vice-Chairperson

James P. Mylott,
Treasurer

James R. Miller, M.D., M.P.H.
Physician Director

TO: Wood County Commission

FROM: James R. Miller, M.D., Director
Mid-Ohio Valley Health Department

RE: Food Service at Wood County Correctional Center

This report follows from our meeting of December 20, 1983. As you know, the Health Department has for many years made periodic sanitary inspections of the Correctional Center and has recently begun providing medical services. This report is based upon a review of past information as well as a visit to the Center on December 22, 1983 by a Department nurse, sanitarian and nutritionist. Food service staffing patterns and purchasing procedures are outside the scope of our review.

SANITATION

Past sanitary inspection reports were reviewed. No outstanding problems were identified. Our inspection of December 22, 1983 revealed no major deficiencies. A repeat inspection will be made in thirty days. In general, attention should be given to house-keeping and cleaning. Specific attention should be directed to use of the steam serving table to maintain adequate serving temperature of food.

MENUS

One must recognize that food is a personal, and, at times, an emotional issue. Attention needs to be given to the adequacy and to the acceptability of food. Cycling of menus can be done on a seasonal basis. The Health Department is available to assist in menu planning and to advise on food preparation techniques. We ask you to note that current menu plans have not been submitted to the Department for review and approval, although this could be done in the future.

SUMMARY

The Health Department is available for continued assistance of the Correctional Center food service staff. Periodic sanitary inspections will continue and a sanitarian will be available for technical assistance. A nutritionist is available for menu planning and food preparation assistance.

JM:js