

A Guide to the Minutes and Meeting Files of the Virginia State Board of Health, 1896-2003

Minutes and Meeting Files of the Virginia State Board of Health, 1896-2003
1896-2003

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Descriptive Summary

Accession Numbers

34146 and 43045

Language

English

Creator

Virginia State Board of Health

Extent

14.9 cubic feet and 9 volumes

Repository

The Library of Virginia

Administrative Information

Access Restrictions

There are no restrictions.

Use Restrictions

There are no restrictions.

Acquisition Information

Accession 34146 transferred by Robert Triebley, Commissioner's Office, Department of Health, 1500 East Main Street, Room 214, Richmond, Virginia, 5 May 1992.

Accession 43045 transferred by Douglas Harris, Office of the Commissioner, Department of Health, 109 Governor Street, 10th floor, Richmond, Virginia, 11 January 2007.

Preferred Citation

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Historical Information

The Medical Society of Virginia, formed in 1870, sponsored a bill to create a State Board of Health and Vital Statistics to supervise sanitation matters and to prevent the spread of contagious diseases. This bill was enacted into law by the General Assembly on February 13, 1872, but no funding was provided the Board, which functioned intermittently until 1896. The General Assembly passed an act on March 3, 1896, establishing and funding the Board of Health. An act passed on March 7, 1900, created local boards of health in every country and city and gave the State Board authority over them.

The position of Commissioner of Health was established as the executive officer of the Board of Health by an act of the General Assembly passed on March 14, 1908. The State Government Reorganization Act passed by the General Assembly on April 18, 1927, created the Department of Health under the aegis of the State Board of Health. The Department serves as the administrative arm of the Board of Health under the supervision of the State Health Commissioner and is responsible to the Secretary of Health and Human Resources.

The mission of the State Board of Health is to "provide leadership in planning and policy development for the Commonwealth and the Virginia Department of Health to implement a coordinated, prevention-oriented program that promotes and protects the health of all Virginians. In addition, the Board serves as the primary advocate and representative of the citizens of the Commonwealth in achieving optimal health." The goals of the Board include prevention and control of chronic disease, reduction of disparities in health care, improvement of the state's public health infrastructure, and improvement in the health and well-being of all Virginians. The Board of Health's core functions are to review and promulgate regulations, advise the Governor on health-related issues, formulate policy, advocate health care reform, and to advance quality of life through improved health.

Scope and Content

Contains minutes and files pertaining to the meetings and other activities of the Virginia State Board of Health. This collection contains both bound and loose minutes, as well as agendas, administrative material, reports, and regulations regarding public health matters.

Arrangement

This collection is arranged into the following series:

- Series I. Minutes, 1896-2001
- Series II. Meeting Files, 1985-2003

Contents List

Series I. Minutes, 1896-2001.

Box 1

Volumes 1-9 (volume)

Extent

9 volumes and .175 cubic feet of paper records.

Scope and Content

Contains bound and printed minutes from meetings of the Virginia State Board of Health and meetings of its Executive Committee. The minutes include lists of members present, reports, budget information and discussion of public health issues. Bound minutes are from Accession 34146. Paper minutes are from Accession 43045.

Arrangement

Arranged chronologically.

Minute Book, 1896-1898.

Volume 1

Minute Book, 1908-1918.

Volume 2

Minute Book, 1919-1924 May.

Volume 3

Minute Book, 1924 July-1943 June.

Volume 4

Minute Book, 1943 July-1962 May.

Volume 5

Minute Book, 1962 September-1970 April.

Volume 6

Minute Book, 1970 July-1976 June.

Volume 7

Minute Book, 1976 September-1979 May.

Volume 8

Minute Book, 1979 August-1982 June.

Volume 9

Minutes, 1995.

Box 1

Folder 1

Minutes, 1996.

Box 1

Folder 2

Minutes, 1997.

Box 1

Folder 3

Minutes, 1998.

Box 1

Folder 4

Minutes, 1999.

Box 1

Folder 5

Minutes, 2001.

Box 1

Folder 6

Series II. Meeting Files, 1985-2003.

Boxes 1A-42 (box)

Scope and Content

Contains files associated with meetings of the Virginia State Board of Health. Each meeting usually has multiple folders associated with it. In many cases, a pre-meeting or "prep" folder is included. In some instances, the business meeting and the regular meeting have separate folders, in others the material is mixed together. Also included here are miscellaneous subject files that pertain to meeting topics or are somehow connected to a particular meeting. Often, these files contain lists of new Board members, reports, material regarding public health issues, and regulations that were up for discussion at a meeting. The Board meetings were held periodically, sometimes monthly, but more often quarterly. Sometimes the meetings lasted for two days, in other cases only one day. The meeting files usually contain an agenda, minutes from the previous meeting, as well as copies of hand-outs and other materials for use during the session.

Arrangement

Meeting files are arranged chronologically; miscellaneous subject files are arranged by according to year and then alphabetically within the year.

Pre-1991 Files.

Old Board Information, 1985-1990.

Box 1A

Folder 1

Orientation Package, 1989.

Box 1A

Folder 2

Reports on Boards and Appointments, 1990.

Box 1A

Folder 3

1991 Files.

Board and Council Vacancies.

Box 1A

Folder 4

Certificate of Public Need Regulations.

Box 1A

Folder 5

Meeting, January 28-29.

Box 1A

Folder 6

Meeting, April 24-25 (Prep file).

Box 1A

Folder 7

Meeting, April 24-25 (Prep file).

Box 1A

Folder 8

Meeting, April 24-25.

Box 2

Folder 1

Meeting, April 24-25.

Box 2

Folder 2

Meeting, April 24-25.

Box 2

Folder 3

Meeting, April 24-25.

Box 2

Folder 4

Meeting Mailings, May.

Box 2

Folder 5

Meeting Mailings, June.

Box 2

Folder 6

Meeting, June 20-21 (Prep file).

Box 2

Folder 7

Meeting, June 20-21 (Prep file).

Box 2

Folder 8

Meeting, June 20-21 (Prep file).

Box 2

Folder 9

Meeting, June 20-21.

Box 2

Folder 10

Meeting, June 20-21.

Box 3

Folder 1

Meeting, June 20-21.

Box 3

Folder 2

Meeting, June 20-21.

Box 3

Folder 3

Meeting, June 20-21.

Box 3

Folder 4

Meeting, September 17-18 (Prep file).

Box 3

Folder 5

Meeting, September 17-18.

Box 3

Folder 6

Meeting, September 17-18.

Box 3

Folder 7

Meeting, September 17-18.

Box 3

Folder 8

Meeting, October 29-30 (Prep file).

Box 4

Folder 1

Meeting, October 29-30.

Box 4

Folder 2

Meeting, October 29-30.

Box 4

Folder 3

Meeting, October 29-30.

Box 4

Folder 4

Meeting, October 29-30.

Box 4

Folder 5

Meeting, December 12-13.

Box 4

Folder 6

Meeting, December 12-13,

Box 4

Folder 7

Meeting, December 12-13,

Box 5

Folder 1

Meeting, December 12-13,

Box 5

Folder 2

Meeting, December 12-13,

Box 5

Folder 3

1992 Files.

Boards, Commissions and Members.

Box 5

Folder 4

Meeting, January 27-29.

Box 5

Folder 5

Meeting, January 27-29.

Box 5

Folder 6

Meeting, January 28 (Legislative Day Packet).

Box 5

Folder 7

Meeting, April 12-14.

Box 6

Folder 1

Meeting, April 12-14.

Box 6

Folder 2

Meeting, April 12-14.

Box 6

Folder 3

Meeting, April 12-14.

Box 6

Folder 4

Meeting, June 9-10.

Box 6

Folder 5

Meeting, June 9-10.

Box 6

Folder 6

Meeting, June 9-10.

Box 6

Folder 7

Meeting, June 9-10.

Box 7

Folder 1

Meeting, June 9-10.

Box 7

Folder 2

Meeting, June 9-10.

Box 7

Folder 3

Meeting, June 9-10.

Box 7

Folder 4

Meeting Mailings, September.

Box 7

Folder 5

Meeting, September 14-15.

Box 7

Folder 6

Meeting, September 14-15.

Box 8

Folder 1

Meeting, September 14-15.

Box 8

Folder 2

Meeting, September 14-15.

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Folder 3

Meeting, October 26-27.

Box 8

Folder 4

Meeting, October 26-27.

Box 8

Folder 5

Meeting, October 26-27.

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Folder 6

Meeting, October 26-27.

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Folder 7

Meeting, October 26-27.

Box 9

Folder 1

Meeting, December 10-11.

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Folder 2

Meeting, December 10-11.

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Folder 3

Meeting, December 10-11.

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Folder 4

Meeting, December 10-11.

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Folder 5

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Box 9

Folder 6

Meeting Mailings (various),

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Folder 7

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Box 9

Folder 8

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Meeting, January 25-26.

Box 10

Folder 2

Meeting, January 25-26.

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Folder 3

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Folder 4

Meeting, January 26 (Legislative Day Visits).

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Meeting, April 26 (Teleconference).

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Meeting, April 29-30.

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Folder 7

Meeting, April 29-30.

Box 10

Folder 8

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Box 11

Folder 1

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Box 11

Folder 2

Meeting, April 29-30.

Box 11

Folder 3

Meeting, April 29-30.

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Folder 4

Meeting, April 29-30.

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Folder 5

Meeting, June 21-22.

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Meeting, June 21-22.

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Folder 1

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Folder 4

Meeting, August 22-24.

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Meeting, August 22-24.

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Meeting, November 11-12.

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Meeting, November 11-12.

Box 13

Folder 1

Meeting, November 11-12.

Box 13

Folder 2

Meeting, November 11-12 (Retreat binder).

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Folder 3

Meeting, November 11-12 (Business meeting binder).

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Folder 4

Meeting Mailings, December.

Box 13

Folder 5

Meeting, December 13-14.

Box 13

Folder 6

Meeting, December 13-14.

Box 13

Folder 7

Meeting, December 13-14.

Box 14

Folder 1

Meeting, December 13-14.

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Folder 2

Waterworks Regulations.

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Folder 3

Waterworks Regulations.

Box 14

Folder 4

1994 Files.

Meeting, February 2-3.

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Meeting, April 21-22.

Box 14

Folder 6

Meeting, April 21-22.

Box 14

Folder 7

Meeting, April 21-22.

Box 15

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Meeting, April 21-22.

Box 15

Folder 2

Meeting, April 21-22.

Box 15

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Meeting, June 6-7.

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Meeting, June 6-7.

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Box 15

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Meeting, June 6-7.

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Meeting, September 8-9.

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Meeting, September 8-9.

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Meeting, September 8-9.

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Meeting, October 20-21.

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Meeting, March 30-31.

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Meeting, March 30-31.

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Meeting, March 30-31.

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Meeting, June 1-2.

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Meeting, April 17-18.

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Meeting, April 17-18.

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Meeting, October 22-23.

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Meeting, November 4-5.

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Meeting, November 4-5.

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Memorandums and Correspondence.

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