

CABELL-HUNTINGTON HEALTH DEPARTMENT
Board of Health Regular Meeting –September 25, 2013

Board Members Present:

Thomas Gilpin, Atty.
Greg Howard, Atty.
Sally Oxley, PT
Omayma T. Touma, MD
Kevin Yingling, MD

Board Members Absent:

Harriette Cyrus

Staff Members Present:

Harry K. Tweel, MD, FCCP
Tim Hazelett, Administrator
Stanley Mills, HHR Program Manager I
Kathleen Napier, DON
Jack Mease, Accountant
Elizabeth Ayers, PIO
Kay Dick, Secretary I
Jenny Erwin, RN
Chris Edwards, RN
Heather Wood, RN
Karen Hall-Dundas, Sanitarian Supervisor

Non-Staff Members Present:

George & Karen Sherrill, owners of Volcano Electronic Cigarettes

Called to order at 5:00 PM.

Mr. Gilpin introduced Mr.& Mrs. Sherrill, who asked what they had to do to speak at a future board meeting. Mr. Gilpin advised Mr. Sherrill to write a letter requesting to be put on the agenda. Mr. Sherrill left one copy of information on electronic cigarettes for the board members and said if more copies are needed, just call him.

Approval of Minutes:

A motion to approve the minutes for July 24, 2013 was made by Ms. Oxley, seconded by Mr. Howard and passed.

Environmental Health/Threat Preparedness:

Threat Preparedness: Mr. Mills stated there has been a struggle with meeting the State's new standards for receiving grant funds. Because of the new financial rules and regulations we were awarded only 3 months' grant monies and had to reapply for the other 9 months. There is some concern over the gap created since Putnam County Health Department closed. There is still discussion with the State over who will be covering that territory.

Environmental Health: Mr. Mills reported that the last 2 months were very busy for sanitarians, with inspections at pools, fairs and festivals, etc.. Lately there have been bed bug issues, mostly in the senior

citizens high rise apartment buildings. We have been visiting these sites to explain natural remedies to control this problem, such as blow drying beds, wash/dry clothes, as bedbugs die at 130° temperatures.

Mr. Mills also said the mosquito problem is starting to wind down, but Lacrosse Encephalitis has been found in 2 pools in the county. We met with Huntington's mayor and sewer staff about the problem at Po Boys Tires on Hal Greer. The city cleaned the alley, which alleviated much of the mosquito problem there. He reported that Nicholas and Fayette Counties have more Lacrosse cases than the rest of the Eastern part of the United States. Dr. Yingling asked how it is decided where to test? Mr. Mills said mostly by complaints we receive. Random testing is also done, based on historical data. Spraying does not help; you have to get to the root of the problem, which is getting rid of any standing water. Dr. Yingling asked why the information about the positive pools does not get to him? Dr. Tweel said the information goes out to major offices. Dr. Touma suggested looking at the list we have and decide if it needs updated to include more physicians' offices. Mr. Mills said that will be done.

Mr. Mills reported there has been a part-time clerk, Sarah Johnson, who has been scanning the environmental septic system/aeration files for months. She has finished this work and Mr. Mills asked the Board for permission to draft a thank you letter signed by Mr. Gilpin to give to her. Mr. Gilpin agreed to do so.

Dr. Yingling asked how the environmental work is prioritized, because it seems like a lot to get done each month. Mr. Mills said sometimes food service inspections get behind because we inspect more often than is required by State code. He also stated we are the only county in the state that works city complaints, and a lot of those don't take a huge amount of time to investigate.

Dr. Yingling also said he has almost no understanding of what it's like to receive the rabies vaccine. How is it administered, is it well tolerated/accepted by the patient? He said practitioners need to know this information so they can educate their patients on receiving the shots, as he knows some patients decline to get them. He also asked who pays for the vaccine? Ms. Napier said if the person has private insurance then we refer them to their private physician to get the shots, because the vaccine is very expensive. Dr. Yingling encouraged us to call the patient's physician to advise if they have been bitten so the doctor will be aware of the situation and will know what to tell the person about the vaccine regimen. Kathleen said she would be glad to come to physicians' offices and educate staff on the rabies vaccine protocol. Ms. Edwards said there is an online course for physicians through CDC that addresses this. Dr. Yingling said it would be better to contact the nurses/office managers for training on any public health issues that are important for them to hear about.

Nursing:

Ms. Oxley asked if the training on billing is for Medicare or everything? Mr. Mease said at the present time we only bill for Medicare. Dr. Tweel said this was a project developed by immunization services with the assistance of WV Local Health, Inc. to look at what it would take for health departments to bill for services. A survey was done on all health departments through the WV Medical Institute to see who billed, who didn't, etc. The immunization program is pushing this because their funding is being severely cut, and when the Affordable Care Act starts, most people we see will have insurance and the immunization program says we should bill those insurance companies, not expect the government to cover those programs anymore.

Ms. Napier reported the clinic was extremely busy in August with back-to-school shots. Becky Daniels, one of the clinic nurses, is still going to the methadone clinic each week to give Hepatitis B vaccinations. This program is going very well and a lot of people have been taking advantage of it. In July and August

79 people completed the series of vaccinations. She said thanks to the grant we received we will be able to purchase vaccine through next year to continue this program.

Ms. Napier said we have completed the direct observe therapy (DOT) on the children who were exposed to the active TB cases we have. This therapy has been done on a daily basis for the past 3-4 months. Chest X-rays on the children were clear after 3 months, so we were able to stop the DOT. Mr. Gilpin asked if there have been any new TB outbreaks? Ms. Napier said there is one positive at present, and we are waiting on reports to confirm another one. She also said we only have a small amount of PPDs to give due to the nationwide shortage. At present we are only testing new school entrants, teachers, etc. and doing risk assessments on others. Hopefully we will receive more PPDs in late October. Ms. Oxley asked how often health care workers are required to get the PPD test? Ms. Napier advised it depends on the requirements of the institution where they are employed. Dr. Touma asked if our TB cases are related, why do we all of a sudden have more cases than the whole state of WV? Dr. Tweel said yes, most of the cases are related.

Epidemiology:

This report was accepted as submitted.

Tobacco:

There was no tobacco report submitted.

Change The Future (CTF):

Mr. Hazelett said the report sent to the Board members is the 2013 progress report sent to DHHR. He stated he is very pleased with what the team has been able to accomplish in a short time. Mr. Gilpin said he was concerned with the negative impact of some convenience stores not seeing positive results with the healthy food section. Mr. Hazelett said the problem is they have been storing the fruits/vegetables near the pizza oven and the heat has been causing quick spoilage. Some of the problem has also been that the wholesalers have not been delivering the best produce to these stores. We are still working on this problem. Mr. Gilpin asked if the healthy checkouts are still doing well? Mr. Hazelett said yes, 2 additional stores have recently signed on, which brings the total up to 8 at present.

Financial Report:

Mr. Mease went over the figures for July and August. He advised levy funds were low, but will pick up in September. He reported expenditures were 47% higher than receipts in July due to the fact that there was a lot of catch-up to do after Nancy Hall resigned. There was also a large amount of vaccine purchased for back-to-school shots.

Mr. Gilpin asked about the cash, is any of this grant funds that have been pre-paid that we are holding to utilize according to the terms of the grant? Dr. Tweel said some of it is, but Mr. Mease said not much. Mr. Gilpin asked if it would be possible in the future to show how much is committed grant money? Dr. Tweel said yes, and Mr. Hazelett said we are moving toward that by getting a better look at the whole flow by getting the employees who are in charge of the grants more involved in keeping track of them.

Approval of Expenditures:

A motion to approve the invoices for July and August 2013 was made by Dr. Yingling, seconded by Dr. Touma and passed.

Administration:

Dr. Tweel advised Tim Hazelett was hired as Administrator on September 9th and is learning a lot. He also mentioned that when Mr. Mease was hired it was near the end of our fiscal year and a lot of reports

had to be completed and sent to the State in a very short time. It was a multiple team effort to get this done on time, and he commended everyone for a job well done.

Dr. Tweel advised the Request For Proposal regarding repairs on the water leakage on the west end of the building was opened last week. Only one bid was received for \$17,620.

Mr. Hazelett advised the board members that the word “probable” is used in several places, so what we want to know is if this is a floor or ceiling of \$17,620. This needs to be clarified before work begins.

A motion to accept the bid, not to exceed \$17,620, for repairs of damage to the west end of the building caused by water leakage, with the understanding that the scope of work is clarified, was made by Dr. Touma, seconded by Ms. Oxley and passed.

Dr. Tweel reported that we have received our annual report from the Board of Risk and Insurance Management, and it contained 9 items that need corrected. One of these violations was listed as critical, which states there are no carbon monoxide detectors in the building, even though basically our systems are sealed and electric, there is a gas component for the heat, but if there is a leak or decrease in pressure it cuts off. There has been a new law written regarding this issue, but it really doesn't apply to us, so Dr. Tweel stated he asked the local fire chief to inspect our facility; he did so and called the state fire marshall while he was here to ask his opinion. Their answer was we probably don't have to do this, it is “not mandatory” but we probably should do it. Therefore, we have asked for a bid on installing the CO monitors, which is \$3,800. Mr. Hazelett said since this is a critical priority we have accepted this bid and anticipate work to begin by October 3rd.

Another issue noted was an oil leak in the generator that sends fumes into our building when the generator is running. The CO monitors will be placed into these areas. Dr. Yingling asked if we get any fumes from the railroad behind our building? Mr. Hazelett said we don't know, but that is a possibility. There have never been any complaints of odor except when the generator is running. The other 8 violations are just small issues that shouldn't be difficult to correct. We should have a report back to the Board of Risk and Insurance Management in early October advising these corrections have been made.

Dr. Tweel said the soundproofing in the clinic has really helped with noise reduction, but this has created two new problems: the clerks cannot see if anyone is sitting in the waiting room, and the patients cannot hear when their number is being called. The best solution seems to be installing cameras in both waiting rooms that will be hooked up through computer monitors and speakers in both waiting rooms that will be integrated into our phone system.

Dr. Tweel reminded the Board members that our community flu clinic will be held Friday from 8am-3pm and invited them to come and get their flu shot. This clinic will be conducted as a threat preparedness drill. Dr. Yingling asked if we are giving trivalent or quadrivalent vaccine? Dr. Tweel said we will be giving the quadrivalent, which is what we ordered privately; however, we do have some trivalent available that we received from the state.

Dr. Tweel also advised he received a letter today stating that he received a notice in August that a report was due, but he never saw this letter. The letter stated we would no longer be receiving federal funds until this is corrected. After checking on this it was discovered there was a federal form that he was unaware of that has to be filled out with data that had already been sent to the State in another form when we completed our grant. He advised he and the supervisors spent much of the morning compiling this data in the detail that the state wants and hopefully will be forwarding this to the State in the morning. Mr. Gilpin asked if this is a correctable error? Dr. Tweel said yes. Dr. Yingling asked what happens if it

is not correctable, how much money does this represent? Dr. Tweel said we would lose \$510,000 in federal grants.

Dr. Tweel reported the strategic plan continues to move forward. Carl Hadsell hopes to present a report to the Board next month.

Mr. Gilpin noted that the PIO report did not get put on the agenda, but was given to the Board members at the meeting and asked if Ms. Ayers had any comments on it. She apologized for not getting the report submitted with the other reports. She stated July and August were busy months as far as health promotion was concerned. Back-to-school immunizations were the big push. She asked if anyone had any questions and Dr. Yingling asked if someone from the health department will attend the childhood obesity symposium on October 2nd? Dr. Tweel said he will be unable to attend but he has asked Tim Hazelett to go in his place.

Mr. Gilpin asked if there was any more business. There being none, the Board convened to executive session at 6:25 p.m.

The Board reconvened to regular session at 6:34 p.m. and adjourned at 6:35 p.m.

The next Board Meeting is scheduled for October 23, 2013 at 5:00 p.m.

Respectfully submitted,

Harry K. Tweel, MD, FCCP
Secretary

Approved:

Thomas H. Gilpin, Chairman
Cabell-Huntington Board of Health