

CABELL-HUNTINGTON HEALTH DEPARTMENT
Board of Health Regular Meeting –June 28, 2017

Board Members Present:

J. Larry Crawford
Thomas Gilpin
Omayma T. Touma, MD
Kevin Yingling, MD
Harriette Cyrus

Board Members Absent:

Donna Rumbaugh

Staff Members Present:

Michael Kilkenny, MD, MS, Physician Director
Tim Hazelett, Administrator
Jack Mease, Accountant
Casey Napier, Accreditation Coordinator/Grant Writer
Kathleen Napier, Nursing Director
Kim Lockwood, Epidemiologist
Teresa Mills, Regional Tobacco Coalition Coordinator
Allen Woodrum, Information Technology Manager
Laura Johnson, Secretary
Elizabeth Adkins, Public Information Officer and Health and Wellness Coordinator
Karen Hall-Dundas, Sanitarian Supervisor
Brian Elswick, Sanitarian

Visitors:

Called to order at 5:00 PM.

Approval of Minutes:

Mr. Gilpin made a motion to approve the May 2017 Board of Health Meeting minutes. Dr. Yingling seconded, and the motion was approved.

Mrs. Cyrus moved the executive session to the beginning of the meeting, instead of the end.

Executive Session

The Board adjourned to executive session at 5:04 pm.

The Board called regular session back to order at 5:38 pm.

The Board discussed a potential legal matter and a position issue that is necessitated in changes in state funding during the executive session.

Mrs. Cyrus asked for Dr. Kilkenny and Tim Hazelett's recommendation.

The West Virginia FY2018 state budget does not fund the Tobacco Prevention Program. As we look through the public health issues in Cabell County, the smoking rates and the impact on health it is Dr. Kilkenny and Tim Hazelett's recommendation the Cabell-Huntington Health Department in its jurisdiction absorb this position and continue forward with a prevention program in the Cabell-Huntington jurisdiction.

Mr. Gilpin made a motion for the Board to absorb that position and use it to further the antismoking efforts in Cabell County. Mr. Crawford seconded the motion. There was no discussion and the motion was approved.

Environmental Health/MRC:

Karen Hall-Dundas presented the Environmental Health Report. 210 pools of mosquitos have been submitted to the state lab. The State Entomologist has complemented the Cabell-Huntington Health Department on our efforts. Bryan Maynard is going door to door and handing out mosquito education in the neighborhood where the positive West Nile pool was found. The LEPC exercise will be a radiological event, where we will be monitoring four hospitals. We have contact the state and Northern Strike Team for assistance in the September exercise. Dr. Kilkenny commended the Environmental Team for their work and recognition from the state regarding the mosquito surveillance. The Mosquito Regulation and the 2010 Smoking Regulation will be posted on the Cabell County Commission Ordinance webpage. Mr. Gilpin requested more information on the Volunteer of the Year, Vicki Black. Vicki has very instrumental in helping us set up pet shelters as the Cabell County Emergency Services has asked us to do. The Cabell and Wayne County volunteers will set up and man the pet shelters by the human shelters. Vicki works and volunteers at Help for Animals, the Cabell-Wayne Animal Shelter, and has been trained to work our switchboard.

Threat Preparedness:

Brian Elswick presented the Threat Preparedness Report. The two-way radios have been installed and tested. June 30th is the deadline for all employees to complete the ICS minimum baseline training, ICS 100, 200, 700, & 800. There was 100% participation in the call down drill. The hard deliverables have been uploaded to the state SharePoint.

CHHD Epidemiology:

Kim Lockwood presented the Epidemiology Report.

Nursing:

Kathleen Napier presented the Nursing Report. Medicaid credentialing is continuing. Sherry Webb will be participating in the Valley Health workshop to become a certified coder. There will be a five day crash course and a review and test the following month. Sherry Webb and Sharon Smith are on a statewide committee with the West Virginia Association of Local Health Departments (WVALHD) to standardize billing for health departments. 317 clients were seen in the Harm Reduction Program today. The numbers are increasing every week. Four room were used today. The Pharmacy Student was utilized during the Syringe Exchange Program. The Nursing Department is working with Karen Hall-Dundas to involve volunteers in the Harm Reduction Program. Dr. Yingling said there is positive opportunity for interdisciplinary education, training, or prevision of service and recommended the Cabell-Huntington Health Department extend the opportunity to participate in the Harm Reduction Program. Dr. Yingling also volunteered to assist in making the connects. Dr. Kilkenny said each of our programs has as many clients as the Baltimore City Harm Reduction Model with its 17 sites. Dr. Yingling commended the Cabell-Huntington Health Department staff for creating a vision, goal, and strategic tactics in billing. Dr. Yingling suggested providing public health education to the adolescents/clients who are receiving the meningitis vaccine.

Information and Technology:

Allen Woodrum presented the Information and Technology Report. The wireless project has been completed. We received a grant from the Appalachian Regional Commission to provide 1.5 days of on-site social media training, 10 hours of graphic design, and ongoing phone support. We will be offering the training to a personnel member of the Mayor's Office, 911, and each county from the Bundle Team. Dr. Yingling suggested reaching out to Charlotte Webber at Marshall University.

Regional Epidemiology:

The Regional Epidemiology Report was presented, which included regional epidemiological trainings and meetings held in the past month, field and partner education that was completed, and disease investigation and surveillance undertaken. This included timeliness reports which are generated on a monthly basis and presented to establish timelines of communicable/infectious disease reports completed and submitted to the State and CDC.

Health & Wellness Director/Public Information Officer (PIO):

Elizabeth Adkins presented the Health and Wellness Report. AmeriCorps recruitment was posted today for two full time positions. Two individuals have applied. Year one of the United Way Impact grant is complete. 642 students within the Cabell County school system were reached through Tar Wars. One hundred percent of the media was earned in May.

Regional Tobacco Prevention Coordinator Report:

Teresa Mills presented the Regional Tobacco Prevention Report. The Williamson Housing Authority in Mingo County is implementing a tobacco free mandate on August 1st. The Huntington Housing Authority will be implementing their HUD Policy to go into effect January 1, 2018. Outreach to those residents the policy will affect is in progress.

PACT/Accreditation Report:

Casey Napier presented the PACT Report.

Financial Report:

Jack Mease presented the Financial Report. A motion to approve the May 2017 Invoices and Receipts was made by Mr. Crawford, seconded by Mr. Gilpin, and approved.

Administration:

Tim Hazelett presented the Administration Report. The Board of Health Summit will be on September 13th. Six employees will attend the NACCHO conference in Pittsburg on July 10-13th. Kathleen will be presenting a poster session on the Hepatitis B Project at NACCHO. The Cabell-Huntington Health Department looks forward to partnering with the Regional Health Summit initiative. Tim Hazelett commended the staff on a fantastic 2017 fiscal year.

Physician Director's Report:

Dr. Kilkenny presented the Physician Director's Report. We have hit a barrier in the Harm Reduction expansion. One site has declined to participate. We are exploring six new sites for the Harm Reduction Expansion.

A motion was made to accept and approve the department reports provided in writing to us before this meeting, reviewed and amplified by the staff at this meeting and set forth in the agenda for the meeting by Dr. Touma, seconded by Mr. Gilpin, and passed.

The May 2017 Board of Health meeting adjourned at 6:20 p.m.

The next regular Board meeting is scheduled for July 26, 2017 at 5:00 p.m.

Respectfully submitted,

Michael Kilkenny, MD, MS
Physician Director, Cabell-Huntington Health Department

Approved:

Harriette Cyrus, Chairman
Cabell-Huntington Board of Health