



Kanawha-Charleston Board of Health

Meeting Minutes

July 23, 2015

Members – Present

Ms. Brenda Isaac
Mr. James Strawn
Mr. Robert Reishman
Dr. Arthur Rubin
Ms. Martha Yeager Walker

Presenting Staff

Ms. Janet Briscoe
Ms. Lolita Kirk
Ms. Maryanne Kraynanski

Member(s) Excused

Mr. Stephen Weber

1. Call to Order - President, Ms. Isaac

Ms. Isaac called the meeting to order.

2. Report of the President/Interim Executive Director – Ms. Isaac

a. Approval of the minutes from the May 21, 2015 Board of Health Meeting

A motion was made by Dr. Rubin to approve the meeting minutes of the May 21, 2015 as submitted. Mr. Reishman seconded the motion. The motion passed.

b. Discussion of sanitarian staffing

Ms. Isaac stated the job of sanitarian is an essential one and unfortunately doesn't get the attention it deserves. Ms. Isaac informed the Board that this week two sanitarians had resigned, bringing the number of vacancies to four. We have, she reported, received a register from the Division of Personnel with twenty-two eligible names of which we can hire from the top ten candidates including ties. This gives us fifteen candidates to consider. If the number of eligible drops below ten, we can contact additional candidates. On Monday, July 20th, interview appointments were made. Since Nasandra has been out of the office, a couple of the sanitarians have been conducting the interviews. As of today seven of the candidates have been interviewed. One candidate, when contacted stated they had accepted other employment. There are a couple of more interviews scheduled for tomorrow and Monday. Several are very strong candidates. Ms. Isaac added we want to move fast, but we also want to make sure we hire quality employees.

Ms. Walker asked what the starting salary was for sanitarians. Ms. Isaac replied around \$24,500. Ms. Kirk added if the sanitarian has applicable experience they can be offered up to market rate-mid \$30,000 range. The department can only go above market rate if it can demonstrate a recruiting difficulty.

Ms. Kirk stated annual training school begins the first part of August, if the candidates hired miss the first few weeks, they will have to make up those weeks next year. The Board discussed how the sanitarian training needs to be modernized so it can occur more than once a year.

c. Election of a Board of Health President for FY2016

Mr. Strawn nominated Ms. Isaac for Board of Health President. On a motion made by Mr. Strawn and seconded by Mr. Reishman the Board voted and approved the motion.

d. Discussion of the proposed amendments to the WV Division of Personnel's Administrative Rule

Ms. Isaac stated that in a filing with the Secretary of State on May 19th, the Division of Personnel proposed a legislative rule that would have restricted transfer, preference hiring, transfer of annual leave and transfer of sick leave to civil service employees on the county and municipal level. Along with about 170 other individuals and groups, Kanawha-Charleston Health Department commented on the proposed legislative rule. We are happy DOP heeded our concerns and removed from the rule the language we found discriminatory to local health department employees. These employees would have had their ability to transfer to state jobs curtailed if the rule had been approved as it was filed for comment. The West Virginia State Personnel Board validated our concerns when they made the policy decision at a meeting this week, (Tuesday, July 22, 2015) to file the rule without the language we opposed.

We would like to thank Secretary of Administration Jason Pizatella, chairman of the Personnel Board; Division of Personnel Director Sara Walker and Assistant Director Joe Thomas for reviewing our comments and revising the rule. We further applaud the State Personnel Board for voting to file the rule without the language to which we objected.

Ms. Isaac stated she was instructing our staff to compose a letter to DOP Director Sara Walker volunteering Kanawha-Charleston Health Department to work with the Division of Personnel to resolve any problems the division may have with keeping local health departments effective members of the civil service system.

Ms. Isaac added that she also wanted to thank Lydia Nuzum of the Charleston Gazette for her article on the issue.

Ms. Walker asked if the rule was going to Legislative Rule making. Ms. Isaac stated yes and we will be watching for any changes.

e. Recognition of Michael D. Williams, CDC Public Health Associate

Ms. Isaac discussed Michael's time at KCHD and how he has helped her on numerous occasions. Ms. Isaac made the following presentation: On behalf of the Kanawha-Charleston Board of Health we want to show our appreciation for your commitment and outstanding service to the Kanawha-Charleston Health Department. During your two years as a CDC Public Health Associate you have been a source of pride as well as inspiration to all of us. We consider ourselves very fortunate to have

had an opportunity to serve as a host site for this program and to have benefited from your contributions on a daily basis. Our warmest thanks for all of your hard work and dedication to public health service. We wish you continued success in your future career in public health. Michael has accepted a position with the CDC in the Division of Preparedness and Emerging Infections.

3. Report of the Interim Health Officer – Dr. Arthur Rubin

a. Discussion on the water outage and the /boil water advisory.

Dr. Rubin discussed the recent water outages that had occurred in the Dunbar area. During the 2nd or 3rd instance, Nasandra notified him that WV American Water had failed to issue boil water advisory. Dr. Rubin added since he does not have the authority to issue a boil water advisory, Nasandra was able to contact Dr. Gupta and the order was issued in a couple of hours. Dr. Rubin stated our sanitarians have probably the best water experience around.

b. Report on vector borne and seasonal illnesses.

Dr. Rubin stated LaCrosse encephalitis and West Nile Virus both mosquito borne illnesses that we see in West Virginia this time of year. Dr. Rubin discussed the symptoms and added they are spread person to person. The community needs to be aware of standing water, such as tires and bird baths becoming breeding areas for mosquitoes. Dr. Rubin added cases of Lyme disease have been reported in the eastern part of the state.

c. Update on the Public Health Impact Taskforce

Dr. Rubin reported there have been two meetings recently. Dr. Rubin informed the Board that he, John, Lita and Carol attended the June meeting. Dr. Gupta presented during the meeting on the Vital Signs: Core Metrics for Health and Health Care Progress – Institute of Medicine Report Brief. There was also a fair amount of public comment made. The July meeting was held in Morgantown and after some issues of whether or not we would be able to attend by conference call, Lita was able to listen in, thanks to John's intervention. Cecil Pollard presented and stated during his presentation that local health departments should try to have the same electronic health records. Dr. Henry Taylor also presented and discussed his time and West Virginia and the future directions of public health. Dr. Rubin added the Task Force's last meeting is in October and it doesn't seem to be near an endpoint.

d. Public Health Accreditation update

Dr. Rubin reported that he and Nasandra had received an e-mail this week from the Public Health Accreditation Board informing us that we are on their August 4th agenda. He added within two weeks after PHAB meets, we will receive their decision.

4. Report of the Board's Finance Sub-Committee

a. Discussion and selection of audit procurement team members

The Board discussed the selection process and on a motion made by Mr. Strawn, Mr. Reishman, Ms. Kirk and Ms. McCormick were nominated. The motion was seconded by Dr. Rubin. The Board voted and motion was approved.

5. Report of the Director of Administrative Services – Ms. Lolita Kirk

a. Presentation and discussion of staffing report.

Ms. Kirk informed the Board they would find a copy of the staffing report in their packets.

b. Discussion of immunization clinic

Ms. Kirk stated the Board would find a flyer for the upcoming back to school immunization clinics in their packets.

Ms. Isaac added that there is no longer a requirement to administer TB tests to students from out of state enrolling in West Virginia schools. Students who are entering from school from overseas will be assessed by the health departments.

6. Report of the Director of Environmental Health Services – Ms. Maryanne Kraynanski

a. Discussion of KCHD Rating System

Ms. Kraynanski stated the KCHD Rating System has proven to be effective in obtaining compliance with food operators. We are currently evaluating the system.

b. Discussion of Food Safety Workshop

The Food Safety Workshop on June 11th had over 200 participants.

c. Discussion of Health Impact Assessment meeting held in Washington D.C

Ms. Wright was a participant, representing KCHD, at the Health Impact Assessment meeting that was held in Washington D. C

d. Discussion of presentation at National Environmental Health Association Conference

The Kanawha Charleston Health Department presented on the Environmental Health Impact of the Water Crisis occurring in Charleston at the National Environmental Health Association Conference.

e. Discussion environmental health response to water outage

The Environmental Health Services responded to the water outage that affected more than 25,000 customers in the Dunbar/Cross Lanes area.

7. Report of the Director of Epidemiology & Threat Preparedness – Ms. Briscoe

a. Presentation of quarter ending June 30, 2015 and the cumulative FY2015 report.

Ms. Briscoe informed the Board they would find the third quarter and the FY2015 Epidemiology report in their folders.

b. Introduction of summer intern – Andrew Van Deusen

Ms. Briscoe introduced her summer intern.

8. Old Business

9. New Business

a. Discussion of the “No Butts About It” campaign – Mr. Strawn

Mr. Strawn introduced Allison Carr who is interning this summer with Highland Hospital’s Marketing Department. Allison is in her 3rd year at Marshall University and is a marketing major.

The No Butts About It campaign came about from the Try This WV Conference held at WV Wesleyan. Part of the educational goal of the group will be to teach people how to properly dispose of cigarette butts and why it is important to do so, particularly since cigarette butts are a major pollutant to our water system. He added a number of butt pick-ups are planned in the downtown area. A press conference and campaign kick-off will be held on August 19th in Davis Square. He added volunteers would be wearing t-shirts with the No Butts Allowed logo to draw attention to the project.

b. Public comment period

None

c. Executive Session for the purposes of discussing a personnel issue

On a motion made by Mr. Strawn and seconded by Mr. Reishman. The Board voted to enter into an executive session for the purposes of discussing a personnel issue.

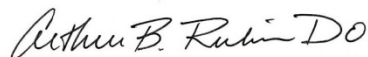
On a motion made by Mr. Reishman and seconded by Dr. Rubin, the Board voted and returned to regular session.

No further business was conducted.

10. Adjournment

A motion to adjourn the meeting was made by Mr. Reishman and seconded by Dr. Rubin. The voted to adjourn.

Sincerely,



Arthur B. Rubin, DO
Health Officer