



# Kanawha-Charleston Board of Health

## Meeting Minutes

### May 19, 2016

#### **Members – Present**

Ms. Brenda Isaac  
Mr. Robert Reishman  
Ms. Martha Yeager Walker  
Mr. Stephen Weber

#### **Members – Excused**

Dr. Arthur Rubin  
Mr. James Strawn

#### **Presenting Guests**

Dr. Michael Brumage  
Ms. Janet Briscoe  
Ms. Stephanie DeWees  
Ms. Lolita Kirk  
Mr. John Law  
Mr. Stanley Mills

#### **1. Call to Order - President, Ms. Isaac**

Ms. Isaac called the Board meeting to order at 4:30 p.m.

#### **2. Report of the President – Ms. Brenda Isaac**

##### **a. Approval of the minutes from the March 17, 2016 Board of Health Meeting**

A motion was made by Mr. Weber and seconded by Mr. Reishman to approve the meeting minutes of March 17, 2016 as submitted. The motion passed.

##### **b. Presentation and discussion of proposed meeting schedule for FY2017**

Ms. Isaac informed the Board they would find a proposed meeting schedule for the upcoming fiscal year. It was noted there may be a scheduling conflict that may result in the November 2016 meeting being rescheduled.

#### **3. Report of the Executive Director/Health Officer – Dr. Michael Brumage**

##### **a. Introduction of Mr. Stanley Mills, Director, Environmental Health Services**

Dr. Brumage introduced Mr. Stanley Mills to the Board. Mr. Mills is joining us from the Cabell-Huntington Health Department where he was the Director of Environmental Health. Mr. Mills is widely respected and brings vast expertise to the position. The Board welcomed Mr. Mills. Ms. Isaac noted that she has received good feedback on from school personnel on some assistance Mr. Mills recently provided.

##### **b. Legislative recap/update by Mr. John Law**

Dr. Brumage informed the Board Mr. Law has been following the recent special session.

Mr. Law noted members of the West Virginia Senate approved a 45-cent increase in the tobacco tax by a 17-16 vote on Thursday. The bill now goes to the House of Delegates, scheduled to meet at 5:30 p.m. House leaders have already announced they will take up the bill without sending it to the Finance Committee.

There is a question if there are enough votes in the House to pass the bill. A total of \$43 million of the revenue from the tax increase will be used to fund the Public Employees Insurance Agency to keep benefits at their current level. (Employee premiums will increase 12 percent.) Another \$1 million will go to tobacco prevention. The remaining money from the \$78 million the tax is expected to generate will go to the general fund.

The provisions remain intact to increase the tax on cigarettes from 55 cents to \$1 per pack. This is expected to generate \$71.5 million each year. The tax on other tobacco products, such as cigars and snuff, is increased from seven percent to 12 percent. That increase is expected to generate \$4.7 million annually. The liquid used in e-cigarettes is taxed at 7.5 cents per milliliter. That is expected to generate \$1.8 million for a total of \$78 million.

SB 387 allows only for "herd sharing," not for the commercial sale of raw milk or raw milk products. The bill becomes effective May 23. Under the provisions of a herd-sharing agreement, the parties pay for the food and board for a cow or herd, and the farmer provides the herd-share partners raw milk.

Any signs of disease are to be reported to the local health department and the commissioner of the Department of Agriculture. Rule-making authority is vested in the agriculture commissioner. We have drafted a letter for the West Virginia Association of Local Health Departments to send Agriculture Commissioner Walt Helmick to request involvement of local health in the rule-making process.

The Board discussed the herd sharing agreements. Mr. Law informed the Board when the proposed rules are put out for comment, the department will prepare a response.

**c. Status report on the Harm Reduction Clinic**

Dr. Brumage reported the Harm Reduction Clinics are going along with good success. He added seventy-five (75) patients were seen in two hours this week. Our largest clinic to-date has been eighty-five (85) patients. Mr. Weber asked if these were new or returning patients. Dr. Brumage replied it is about a 50/50 mix. The recovery coaches inform us 15 patients have sought treatment. Recently we have had Charleston Police Officers at KCHD during the clinic. The feedback from the patients has been very positive.

**i. Report on the Naloxone (Narcan) training**

Dr. Brumage reported three (3) trainings have been held so far. Attendees are instructed on the use of the naloxone auto injectors that were donated from Kaleo Pharma. The classes are held on Wednesday's before the Harm Reduction Clinic. Dr. Lindsey Acree from the University of Charleston's School of Pharmacy has been leading the classes.

**d. Collaboration with WV National Guard for Threat Preparedness**

Dr. Brumage reported we have been working with the Guard on GIS mapping and on the recruitment of a guardsman who could fill the Putnam County threat preparedness position.

**e. Status report on the Public Health Accreditation Action Plan**

Dr. Brumage reported the work continues on the action plan response. So far two of the items have been completed and progress has been made on all of the others. The PHAB-a-Thons have been a great help. During the PHAB-a-Thons, the accreditation team will work off-site for the day and concentrate on the action plan assignments.

**f. Report on participation in the Family Dinner Project**

Dr. Brumage reported he and Ms. Hoyer attended the Family Dinner Project. Lynn Barendsen from Harvard University and April Hamilton with the Charleston Gazette-Mail brought the Project to Charleston for an event held at the University of Charleston. The projects goal is to encourage families to have dinner together. Research shows the dinners strengthen the social bonds in the family.

**g. Discussion of recent activities related to Adverse Childhood Experiences (ACEs) – March 23<sup>rd</sup>**

Dr. Brumage reported to the Board he attended the ACEs Coalition meeting on March 23<sup>rd</sup> at the John XXIII Center. Participants were from across the state including WVU and Marshall. Dr. Brumage added he is the co-chair of the Coalition and a steering committee is planned for next week.

**h. Discussion of West Side activities**

Dr. Brumage reported we have been working with Reverend Watts and Pastor Watts on the problems on the City's West Side. Some of the work has been on the photo analytics project.

**i. Report on attendance of a Mindful Practice Advanced Workshop**

Dr. Brumage reported he had attended a 4 ½ day mindfulness workshop and the University of Rochester, New York. He added the plans are to eventually offer mindfulness class at KCHD.

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

**a. Presentation and discussion of the FY2017 operating budget**

Mr. Reishman reported the Board would find a copy of the proposed FY2017 operating budget in their packets. Mr. Reishman also provided the Board with a summary of the budget adjustments made in order to balance the budget. These include not filling some staff vacancies and increasing some fees. Mr. Reishman added that depending on what happens with the state budget, we may have to make some changes. Ms. Walker stated Secretary Bowling had commented during her presentation at the legislature local health funding should not be reduced further. On a motion from Mr. Weber and seconded by Ms. Walker the Board voted to approve the FY2017. Budget.

**5. Report of the Division of Administrative Services – Ms. Lolita Kirk**

**a. Presentation and discussion of staffing report.**

Ms. Kirk informed the Board a copy of the current staffing report was in their packets. She also informed the Board we have a sanitarian vacancy, due to the employee relocating. The process is underway to hire a replacement. Ms. Kirk also noted Mr. James Knapp with her office transferred to the WV Division of Personnel last week. Due to budget cuts Mr. Knapp's position will remain vacant for the time being. The next staffing report will indicate the positions that have been cut as a result of the budget.

**b. Discussion of WVDHHR Bureau for Public Health FY2017 Program Plan.**

Ms. Kirk informed the Board the Program Plan for FY2017 is due June 14<sup>th</sup>. To fulfill a plan requirement, a copy of the organizational chart is in your board packets. Ms. Kirk added the organizational chart is also on the Department's web site.

**c. Discussion of correspondence from WVDHHR re: Medicaid payments and grant funding**

Ms. Kirk reported the Board would find in their packets copies of correspondence concerning grant funding and Medicaid payments.

**6. Report of the Division of Clinic Services – Ms. Stephanie DeWees**

**a. Presentation of activity report**

Ms. DeWees informed the Board a copy of the clinic activity report for fiscal year 2016 was in their packets.

**b. Status report of Hepatitis B vaccination clinic for State Police**

Ms. DeWees reported the Hepatitis B vaccination clinics for West Virginia State Police continues and will end in two more weeks. A total of 249 state troopers will have received their vaccinations.

**c. Discussion of annual state immunization audit**

Ms. DeWees informed the Board that the clinic had its annual state immunization audit on April 13<sup>th</sup>. The health department received a 100% score in regards to proper documentation yet a silver certificate due to lack of patient compliance.

**d. Status report of Tdap vaccination clinic at UPS distribution center**

Ms. DeWees reported the clinic staff participated in a health fair held on April 21<sup>st</sup> at United Parcel Service' distribution center.

**7. Report of the Division of Environmental Health Services – Mr. Stanley Mills**

**a. Adoption of the US Food & Drug Administration' (FDA) 2013 Food Code**

Mr. Mills reported work is underway to conduct all evaluations of food safety based on the FDA 2013 Food Code and as the FDA changes the code, plans are to adopt the changes. Currently, West Virginia is operating under the 2005 Food Code. A component of the 2013 Food Code calls for managers/person in charge training.

**b. Discussion of proposed food handler regulation and fees**

Mr. Mills informed the Board they would find a copy of a proposed food service worker regulation for their consideration. To meet the proposed regulation's training requirement the health department will offer in-house and on-line training. The food service worker cards, Mr. Mills added, are a requirement by a large number of local health departments and will be effective statewide. On a motion from Mr. Reishman and seconded by Mr. Weber the Board voted to approve placing the Kanawha-Charleston Health Department out for a 30-day public comment period.

**c. Presentation of activity report.**

Mr. Mills stated the Board would find copy of the environmental health activity report in their packets. This is the first version of what will become an on-going report and will provide the Board with a demonstration of how staff are meeting mandated inspection requirements.

Mr. Mills also noted staff will begin trapping and identifying mosquitoes. While there has been no natural cases of Zika in West Virginia or the United States, active surveillance is necessary to determine if the potential exists.

**d. Discussion of proposed fees for services.**

Mr. Mills noted that he will provide the Board at the next meeting with a fee proposal.

**8. Report of the Division of Epidemiology & Threat Preparedness - Ms. Janet Briscoe**

**a. Report on recent trainings and exercises.**

- i. Radiological transportation training - April 28<sup>th</sup> and 29<sup>th</sup>
- ii. WV Public Safety Expo - May 4<sup>th</sup> through 7<sup>th</sup>
- iii. Long Term Care and Hospital Infection training - May 13<sup>th</sup>
- iv. CDC Disaster Epi training - May 17<sup>th</sup> and 18<sup>th</sup>
- v. City Readiness Initiative (CRI) Medical Counter Measures Tabletop Exercise May 19<sup>th</sup>

Ms. Briscoe shared with the Board training and exercise activities that KCHD staff have attended. Ms. Briscoe added staff will also attend an EPI info training on May 23 – 27 (sponsored by CDC)

**b. Discussion of Vulnerable Populations Workshop sponsored by KCHD June 2<sup>nd</sup>**

Ms. Briscoe reported that on June 2<sup>nd</sup>, the health department will be sponsoring a vulnerable populations workshop.

**c. Update on infectious diseases**

Ms. Briscoe informed the Board the January – March 2016 Epi Report was provided in their folders.

**9. Report for the Division of Prevention & Wellness – Dr. Michael Brumage**

**a. Report on the Every Body WALK! Grant through America Walks**

Dr. Brumage announced the campaign kicked off April 6<sup>th</sup> with “American Heart Association National Walking Day” at the Power Park and has been extended until May 31<sup>st</sup>.

**b. Final report from the employee health challenge**

Dr. Brumage reported the employee challenge ended on April 8<sup>th</sup> with 15 participants. Teams walked over 4 million steps (2,250 miles), drank more than 250,000 ounces of water and had a combined weight loss of 21.8%.

**c. Discussion of Heroin Town Hall Meeting**

Dr. Brumage reported Ms. Ramirez attended a Heroin Town Hall Meeting on May 3<sup>rd</sup> at the Marmet Town Hall. Thirty community members attended the panel discussion.

**d. Report on KCHD's walking club**

In effort to provide a physical activity opportunity for the staff, a walking club has been started. Employees walk as a group on Monday, Tuesday and Thursday from 12:30- 12:50.

**e. Report on the Chronic Disease Self-Management Program**

Dr. Brumage notified the Board that a class began on May 5<sup>th</sup> for Brooks Manor and will run until June 16<sup>th</sup>.

Ms. Isaac stated she was finding the work being done on access to care by the Kanawha Coalition for Community Health Improvement very interesting. Dr. Brumage added we are also being helped by Deb Koester, Executive Director of WV Local Health, Inc. He added access to care is focus of the Public Health Accreditation's Board Domain 7.

**10. Unfinished Business**

None

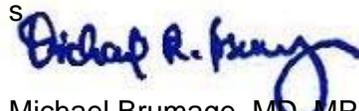
**11. Public comment period**

None

**12. Adjournment**

On a motion made by Mr. Weber and seconded by Mr. Reishman the Board voted to adjourn.

Respectfully submitted,

<sup>s</sup>  


Michael Brumage, MD, MPH, FACP  
Executive Director/Health Officer