



## Kanawha-Charleston Board of Health

### Meeting Minutes

July 22, 2010

#### Board Members Present

Ms. Brenda Isaac  
Mr. Robert Reishman  
Dr. Art Rubin  
Mr. James Strawn  
Mr. Stephen Weber

#### Presenting Guests

Dr. Rahul Gupta  
Ms. Lolita Kirk  
Ms. Janet Briscoe  
Ms. Krista Farley  
Ms. Anita Ray

#### 1. Call to Order – President

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

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

##### a. Approval of the minutes from the May 20, 2010 Board of Health Meeting.

Mr. Reishman made a motion that the minutes of May 22<sup>nd</sup> be accepted as read. The motion was seconded by Mr. Strawn. The Board voted and the motion passed unanimously.

##### b. Discussion of Board of Health By-Laws

Ms. Isaac requested that the Board review the by-laws and come back with any changes for discussion at the September 16<sup>th</sup> meeting. The items briefly discussed included changing the required meeting place for the Board meetings and other changes as indicated on the template provided by the Bureau for Public Health.

The Board discussed the issue brought up by Mayor Jones of other municipalities contributing toward the Health Department other than the City of Charleston. The Board also discussed having someone on the Board research State Code on this issue before anything could be considered. Dr. Gupta stated that the Health Department is currently working on an annual report that will show the breakdown of services that are provided between the City of Charleston and the County and the point was made that the City of Charleston currently receives more of the Health Department services than any other municipality in the County. Further discussion indicated that other municipalities could give money to the County Commission and then it could be distributed from the County, if the data supported this. It was decided that more research was needed and that this issue would be brought up again at a later date. Ms. Isaac added that the Health Department's funding from the City and County had remained the same this year, but if local funding is cut, it may result in a loss of state funding as well.

##### c. Election of a Board of Health President

Nominations were opened for the position of Board President. Brenda Isaac was the only nominee and Mr. Reishman closed the nominations. Mr. Reishman made the

motion to nominate Ms. Isaac as the Board of Health President. Dr. Rubin seconded the motion. The Board voted unanimously to approve the motion.

**d. Discussion of request for funding to the WVU Extension Services**

A request was made by the County Commission for the Health Department to consider providing some funding for the WVU Extension Services. KCHD had requested the WVU Extension Services to provide us more information on amount and type of funding support needed as well as appear at the Board meeting for such; however they (Extension Service) stated they did not have anyone available to appear at the July meeting. We requested them to consider presenting themselves to the Board to make such a request when it is possible for them.

Ms. Isaac stated to the Board that the WVU Extension provided a lot of different services; however none that she felt would fall within the realm of what the Health Department offers. Mr. Weber stated that the Board would have to cut the funding for Health Department Services to meet any requests. Dr. Gupta stated he felt that the Health Department needed more information from the Extension Services as to what they expect from the Health Department and Mr. Weber added that he felt this topic should be tabled until a later date when they (Extension services) would consider presenting themselves to the Board to make a request.

**3. Report of the Health Officer – Dr. Gupta**

**a. Recent KCHD recognition**

Dr. Gupta informed the Board of the recognition that KCHD received at the National Association of City and County Health Officials (NACCHO) pre-conference workshop held earlier this month (Leadership for Healthy Communities Policy Academy award). KCHD also received 2 promising practice awards by NACCHO, one was for the Social Marketing campaign for CIAR, and the other was for community partnerships during the H1N1 influenza vaccination campaign.

**b. Discussion of temporary food services events (with Ms. Ray)**

Dr. Gupta briefly addressed the issue of temporary food services and the article in the newspaper, and stated the issue would be discussed a little more in depth from Ms. Ray.

**c. Discussion of Tobacco Tax**

Dr. Gupta stated that at this point, there is no pending legislation regarding the tobacco tax, however he feels that this issue needs to be addressed by pushing for legislation. It was stated that the belief is most people support a tobacco tax, especially if it is attached to local tobacco control programs. He recommended that any legislation include a portion of the revenues tied to directly funding tobacco control programs developed by public health agencies at local level.

**d. Discussion of Health Reform Law**

Dr. Gupta discussed possible funding opportunities for the Department, through grants. He stated that by 2016, there will be a significant amount of funding towards public health and preventive services. Dr. Gupta added that the Department is working with State officials on preparing an application for a competitive CDC grant in the area of strengthening the public health infrastructure. The component II of the grant will award up to \$2.7 million per year for 5 years. Only 27 agencies will be awarded this grant. He informed the Board that while there may be lots of funding from many grants coming

down over the years to help local health departments across the nation, an issue facing us right now is that there are no funding specifically designated for Rural Appalachia in the health reform law. Competition is great for these grants and most will be awarded at state level. Therefore, states and their health departments across the nation that are most prepared and positioned for such will obtain the maximum benefit over the next several years.

**4. Report of the Administrative Director – Ms. Lolita Kirk**

**a. Staffing/new hire updates and introduction of new hire – Office Manager**

Ms. Kirk introduced Ms. Katie Worley, the new office manager for the clinic division. Ms. Kirk added that the Department is in the process of filling the posted positions. One LPN has started and another one is scheduled to start August 16<sup>th</sup>. Also one Health Service Worker position has been filled and recruitment is still underway for the second position.

**b. Financial report for FY2010, outlook for FY2011**

Ms. Kirk stated that she and Mr. Reishman had reviewed the finances for FY10. Ms. Kirk also stated that for FY2011, there was a small change in funding due to small decreases in State Aid and Threat Preparedness funds. Mr. Reishman was pleased with the overall finance outlook. Also, it was stated that we are seeing less expenses, partly due to the closing of home health agency.

**5. Report of the Director of Environmental Health – Ms. Anita Ray**

**a. Discussion of the National Association of City County Health Officials (NACCHO) Annual Conference (with Ms. Farley)**

Ms. Ray stated that she had also attended the NACCHO Conference. Ms. Ray stated that she attended a tobacco workshop. The workshop provided local health departments with information on tobacco control efforts. Ms. Ray added that during the workshop a budget template was demonstrated that can be used to determine the amounts tobacco control efforts cost.

**b. Presentation on temporary food services events (e.g., chili cook-offs, fairs and festivals)**

Ms. Ray discussed the article that was published in the Daily Mail regarding the Chili Cook-off. She stated that only one side of the story was told. The question was asked if the Health Department inspects temporary food services for events and Ms. Ray stated we do. She said we oversee these vendors as a preventive measure and we work with FDA, the Department of Agriculture and others. The authority to conduct inspections comes from State Code.

The inspections help to prevent food borne diseases, since the risk multiples during these outside events. Some of the reasons for the increased danger are kitchen temperatures, climate, bacteria, food toxins, contamination due to various methods. Home canned foods are not approved. The food has to be from an approved source.

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Ms. Ray stated there are strict guidelines for the preparation of food for these events. They must be prepared in an approved/safe kitchen. Preparing the food at home and bringing to the events is unacceptable.

Dr. Gupta added that approximately 5,000 people a year die from food borne illnesses and another 300,000 or more are hospitalized each year in the U.S. Those numbers would probably be higher; however some people don't go to the doctor until the bacteria has run through the individuals system and it is too late to get a sample. Many individuals have food borne illnesses that are never reported. Dr. Gupta stated that the main purpose is to try to prevent outbreaks and fatalities.

Dr. Gupta and Ms. Ray informed the Board that per State Code, we do not charge certain groups for providing these services because of their status (charitable organizations, etc). Dr. Gupta went on to say that if such groups organize these events, a sign should be posted stating the food has not been inspected by the Health Department. This should be a transparent process for the public and people should be able to make their own decision whether they would like to patronize such events. Dr. Gupta even said that he feels if individuals know the food has not been inspected that they may not want to endorse the establishments. He feels the public should know about the ones that are properly inspected and those that have opted not to follow the FDA's Food Code for food safety at such events.

Dr. Rubin asked if the Health Department works with the City on these events and Ms. Ray stated that the Department has met with the City officials and discussed the issues surrounding temporary food events. KCHD is currently working with City officials and plans to include the major event organizers as well into developing a reasonable strategy to address the issue without jeopardizing the health and safety of the public. The Board members indicated that they thought it would be beneficial to have a centralized process.

The Board discussed as to whether a food permit could be tied to a City permit. Mr. Reishman suggested the Health Department get together information regarding food illnesses and dangers of the unapproved vendors during events and present it to the City.

Mr. Weber stated he feels our job is to protect the citizens and that the vendors need to get the message that they are going to have to follow the rules and regulations. Dr. Gupta cautioned that if we push too hard, and don't offer an "opt out", that less vendors may contact the Health Department about their participation in the events.

It was discussed that maybe the Health Department could work with the different municipalities and also advise them of their liability during the events in their areas. This way, charitable/non-profit event organizers as well as the sponsoring municipalities would also understand that they could be held liable for not following the recommendations of the Health Department if they choose to opt out. The Board members do not feel comfortable with the "opt out" possibility.

It was decided the Code covering Temporary Food Establishments will be sent to the Board members for them to review.

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## **6. Report of the Director of Epidemiology –Ms. Janet Briscoe**

### **a. Introduction of CDC Public Health Apprentice**

Ms. Briscoe introduced Rachel Holloway as the Department's CDC apprentice. Ms. Briscoe added that Ms. Holloway will be at KCHD for 2 years.

Ms. Briscoe stated staff are preparing for a Local Technical Assistance Review (LTAR) by CDC.

Ms. Briscoe informed the Board that the Department is working with the State on a Regional Epidemiology position. Ms. Briscoe added that she and Dr. Gupta have been interviewing applicants.

Ms. Briscoe informed the Board that the Department is working on a one-year project to provide boosters to 7<sup>th</sup> Grade students.

Ms. Briscoe also reported there has been some information in the media recently regarding pertussis. Ms. Briscoe added that California has reported five deaths in infants under the age of two months. California is also reporting that they have had the largest increase in pertussis cases in 50 years. Ms. Briscoe stated that pertussis is a highly contagious disease, which seems to peak every 3 to 5 years. The last peak occurred in 2005.

**b. Vaccine Campaign**

Ms. Briscoe stated that the Department will be working with Kanawha County Schools to provide influenza vaccinations. Ms. Briscoe added that the clinics will be set up like the ones for the H1N1 vaccine. Ms. Briscoe also added that the Health Department has submitted a written request to the State requesting that they match the quantity of vaccine purchased by the Health Department. Till date, there has been no commitment of support from our state partners despite our repeated requests.

**7. Report of the Director of Health Promotion – Ms. Krista Farley**

**a. Discussion of the recent NACCHO Policy workshop**

Ms. Farley stated that work is on-going on the KEYS for Healthy Kids grant through the Robert Wood Johnson Foundation. The Health Department is working with the City, CAMC and WV State University. Work is targeted toward the communities, day cares, after school programs and head start. Ms. Farley is leading the youth being active team and they are looking to revitalize old parks and create new ones where necessary. The other focus areas, selected by community members and partners are childcare policy, joint use agreements for schools and faith-based facilities and development of community gardens.

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Ms. Farley informed the Board, that KCHD was awarded a Leadership for Healthy Communities grant through NACCHO and the Robert Wood Johnson Foundation. The grant provided travel expenses for the NACCHO Conference in Memphis, TN where a childhood obesity policy academy was held and will provide \$7,000.00 for policy and environment change for the next year. KCHD was one of five communities across the Southeast selected to advance the nation's efforts to promote healthy eating and active living to reduce childhood obesity.

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**8. Old Business**

Dr. Gupta represented KCHD as one of the few select agencies invited by NACCHO to Minneapolis in May to conduct a policy workshop report. This report has since been submitted to the CDC by NACCHO and is currently available for review at the NACCHO website.

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## 9. New Business

### a. Copenhaver Property

Mr. Weber informed the Board that Mr. Brooks McCabe had telephoned him and told him that a Copenhaver family member was interested in selling the property that adjoins the Health Department. They wanted to let us know in case we were interested. Mr. Weber stated that no money amount had been discussed, but that the property was approximately 7,000 square feet. Ms. Isaac asked if we had the need for space.

Dr. Gupta stated that since the Home Health division has closed, the Department has extra space to expand. Dr. Rubin added if the Department owned the adjacent property, it would make the property more attractive if in the future, if the Board would decide to sale. Mr. Reishman stated that the property would have to be torn down and that it would really just be a land purchase. Mr. Weber stated he could go back to Mr. McCabe and inquire as to what the owners may want for the property. Ms. Isaac interjected that she really didn't think the Health Department had a need for the property and that it might be nice if the owners would like to donate the property, but there would still be the cost of tearing the building down. She said it wouldn't hurt to get a price. Mr. Weber said he would contact Mr. McCabe and inquire about the price.

### b. Executive Session

A motion was made by Mr. Weber for the Board to go into Executive Session to discuss a personnel issue. It was seconded by Dr. Rubin.

At 6:15 p.m. the Board returned from Executive Session and a motion was made by Mr. Weber to return to regular session and seconded by Dr. Rubin.

## 10. Adjournment

A motion was made by Dr. Rubin to adjourn and seconded by Mr. Mr. Weber. The Board voted and the motion passed unanimously.

Respectfully submitted,



Rahul Gupta, MD, MPH, FACP  
Health Officer/Executive Director