



Kanawha-Charleston Board of Health

Meeting Minutes September 16, 2010

Board Members Present

Ms. Brenda Isaac
Mr. Robert Reishman
Dr. Arthur Rubin
Ms. Shannon Snodgrass
Mr. Stephen Weber

Board Members Absent

Mr. James Strawn

Presenting Guests

Dr. Rahul Gupta
Ms. Lolita Kirk
Ms. Janet Briscoe
Ms. Krista Farley
Ms. Anita Ray
Ms. Judy Crabtree
WVU Extension Services Staff

1. Call to Order – President

Ms. Isaac called the meeting to order at 4:55 p.m.

2. Report of the President – Ms. Isaac

As required by the Board's by-laws, Ms. Isaac requested a motion to hold the meeting in the 1st floor Multi-Media Center. The motion to move the meeting was made by Dr. Rubin and seconded by Mr. Reishman. The Board voted and the motion passed unanimously.

a. Approval of prior meeting minutes

Mr. Weber made a motion that the minutes of July 9, 2010 meeting be accepted as read. The motion was seconded by Mr. Reishman. The Board voted and the motion passed unanimously.

b. Reappointment of Shannon Snodgrass to the Board of Health

Ms. Isaac informed the Board that Ms. Snodgrass had been reappointed for an additional term on the Board of Health. Ms. Isaac administered the oath to Ms. Snodgrass

c. Discussion of Board of Health By-Laws

The Board discussed proposed revisions to the By-Laws. The Board decided to form a committee of Dr. Rubin, Mr. Weber and Dr. Gupta to review the By-laws and submit the changes at the next Board of Health Meeting

3. Report of the Health Officer – Dr. Gupta

a. Update on Influenza season 2010-11

Dr. Gupta discussed with the Board the Health Department's plans for the upcoming flu vaccination season. Dr. Gupta noted that this year the vaccination includes last year's H1N1 virus strain. Dr. Gupta added that this year, the Health Department will begin flu vaccination clinics on September 23, 2010. The Health Department will also hold a drive thru clinic at the Charleston Civic Center on September 27, 2010.

b. Discussion of upcoming influenza vaccination campaign

Dr. Gupta reported to the Board that the Health Department is working with Kanawha County Schools to provide flu vaccinations in all Kanawha County schools. Mr. Reishman inquired if there might be a flu vaccination project that the Health Department and the City could work on together. Dr. Gupta replied that he would see what could be arranged.

c. Update on ongoing community level studies at KCHD

Dr. Gupta reported that two community level studies are being conducted by KCHD in partnership with academia. One involves evaluating the impact of CIAR on heart attack rates in our County and the other evaluating why certain parents did not get a second dose of the H1N1 vaccine for their children less than 10 years of age.

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

a. Building projects update

Ms. Kirk gave an update on recent building repairs and improvements. Of note, the installation of a new roof, a remodel of the Board of Health's conference room, painting and some floor tile replacement. Ms. Kirk also informed the Board that work is scheduled to begin on remodeling the clinic lobby in January 2011.

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

Ms. Ray informed the Board that they would find her activity numbers in their packets. Ms. Ray added that staff has been busy lately with large number of temporary food events.

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

Ms. Briscoe informed the Board that a copy of the Health Department's H1N1 After Action Report was in their packets. Ms. Briscoe presented to the Board a copy of a flu vaccination poster for the September 27th drive thru clinic developed by Rachel Holloway, the Health Department's CDC Apprentice. Ms. Briscoe added that currently the Health Department is monitoring Shigellosis in the community. Ms. Briscoe discussed with the Board the symptoms and treatment for the illness.

a. Overview of the Epidemiology Division

This item was not presented and has been rescheduled to the next meeting.

b. Discussion of KCHD's efforts in strengthening preparedness and response in Kanawha County

- State POD plan
- Preparedness Training Plan

Ms. Briscoe also informed the Board that the Health Department has applied several projects to the West Virginia Division of Threat Preparedness. One of the projects Ms. Briscoe noted would enable the Health Department to create closed PODS (points of dispensing) for the State employees and elected officials.

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

Ms. Farley stated that a Medical Reserve Corps (MRC) has been formed for the KCHD volunteers and have received a grant from Volunteer WV to help promote it throughout Kanawha County. Mayor Danny Jones proclaimed September as KEYS 4 HealthyKids Childhood Obesity Awareness Month during the City of Charleston Council Meeting. We are continuing to work on the NACCHO Childhood Obesity Policy Plan with four other county health departments in the nation. The Health Department has a masters in public health student rotating with Health Department in October.

8. Old Business

a. Discussion of the possible purchase of Copenhagen property located adjacent to the Health Department on Lee Street.

The Board discussed the property and concluded that currently the Health Department did not need additional space and that the funds were not available to make an offer.

9. New Business

a. Presentation to the Board of the thank you photo from the 2nd Clean Indoor Air anniversary event at Appalachian Power Park – Judy Crabtree

Ms. Judy Crabtree with the Kanawha Coalition for Community Health Improvement presented to the Board a photograph taken at the Pack the Park for Public Health event health at Appalachian Power Park. Ms. Crabtree expressed thanks to the Board and the staff for their work on the Clean Indoor Air Regulation.

b. Presentation and discussion of a request for funding - WVU Extension Services – John Porter

Mr. Porter stated that the Extension Service was appearing before the Board at the request of the Kanawha County Commission. The Extension service had request \$77,000 from Commission and were funded \$25,000. The Extension Service is seeking the remaining \$52,000 from other sources including the Board of Health. The representatives from the WVU Extension Service presented an overview of their programs and services to the Board members. Ms. Snodgrass asked if the Board of Health would choose to support the Extension Service, would the Board/Health Department receive credit for the sponsorship of any joint projects? The Extension Service said that acknowledgement would be given. The Extension Service stated they could partner with the Health Department on projects. Dr. Gupta stated that it may be possible for the Extension Service to partner with the Health Department on new or existing grants. The Board instructed Dr. Gupta to research the issue and report to them at a later meeting.

Mr. Weber requested that a motion be made for a brief executive session to discuss a legal issue. On a motion made by Dr. Rubin and seconded by Mr. Reishman, the Board voted to move into executive session.

10. Public comment period

No public comments

11. Adjournment

After returning to regular session, a motion was made by Mr. Reishman. The Board voted and the meeting was adjourned.

Respectfully submitted,



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