



Kanawha-Charleston Board of Health

Meeting Minutes

March 17, 2011

Board Members Present

Ms. Brenda Isaac
Mr. Robert Reishman
Ms. Shannon Snodgrass
Mr. James Strawn
Mr. Stephen Weber

Presenting Guests

Dr. Rahul Gupta
Ms. Lolita Kirk
Ms. Janet Briscoe
Ms. Anita Ray
Ms. Kathy Worley

Absent Members

Dr. Arthur Rubin

1. Call to Order – President

Ms. Isaac called the meeting to order at 4:35 p.m.

2. Report of the President – Ms. Isaac

Ms. Isaac thanked Ms. Briscoe, Ms. Worley and Ms. Kirk for their help in making the vaccination clinics for school personnel a success. Ms. Isaac stated that the KCHD staff has been very efficient and professional.

a. Approval of prior meeting minutes

Mr. Strawn made a motion that the minutes of January 27, 2011 Board meeting be accepted as read. The motion was seconded by Mr. Weber. The Board voted and the motion passed unanimously.

3. Report of the Health Officer – Dr. Gupta

Dr. Gupta invited the Board members to a reception that will be held at KCHD on Wednesday, March 23. The reception is to commemorate the one year anniversary of the signing of the Affordable Care Act. Senator Rockefeller and the Director of the U.S. Health Resources Services Administration will be attending.

a. Legislative Update

Dr. Gupta stated that the bill up before the Legislators regarding the tobacco tax and prescription requirements for pseudoephedrine (meth ingredient) failed to pass this session despite public health (KCHD) support. Dr. Gupta also stated that the bill that Senator Foster was working regarding clean indoor air did not pass either.

He also informed the Board that there was a bill evolving (Bill #2849) pertaining to unused drugs being turned back in to local health department (LHD) pharmacies from nursing homes which did not advance. Dr. Gupta added that currently none of the LHDs have a licensed pharmacy.

Dr. Gupta also mentioned that SB 408, establishing WV Health Benefits Exchange has passed both houses. In this bill, a full time Local Health Officer can serve on the governance board of the exchange as the provider representative, if nominated. Additionally, SB 488 (Revising HIV testing statute to conform with most recent recommendations from CDC) was also supported by public health (KCHD) and has passed both houses.

b. Update on Provided Services

Dr. Gupta discussed with the Board, information in their packets that will be part of the annual report. The charts show, stated Dr. Gupta, services provided by the Department and the wide area that some of the patients reside in. Dr. Gupta and the Board discussed the number of out of county (and out of state) patients and why they are seen at KCHD. The reasons for some of the visits are visitors to the area, residents of other counties who come to KCHD for services that may not be available in their county, state employees who work in the county but receive services such as flu shots from KCHD as well as college students in the county's universities. Dr. Gupta added that the information has been shared with the City of Charleston and the Kanawha County Commission. Dr. Gupta also informed the Board that an annual report would be ready for viewing by the next meeting and that an annual report would be prepared on a yearly basis.

c. U.S. Chemical Safety Board

Dr. Gupta stated that he had received the U.S. Chemical Safety Board's (CSB) report regarding the incident of August 28, 2008 at the Bayer Plant. He informed the Board that the CSB has recommended that the Kanawha-Charleston Health Department be charged with developing a hazardous chemical release prevention program. Dr. Gupta added that currently there are three such programs in the country. The programs are in Massachusetts; New Jersey and California. The very successful California program is led by a local health department in Contra Costa County. The program being proposed in Kanawha County would be similar to the California program. Dr. Gupta added that due to this program implementation in that county, the number of incidents, injuries and fatalities have decreased substantially over the past twelve years. He stated that he and Ms. Ray are looking into this program, but added that the development depends on the Board's approval and/or appropriate action(s) by the state legislature and/or WVDHHR Secretary. The Federal CSB would like to see this program originate at a local level because they feel there is more success at that level.

Dr. Gupta stated the two reasons we may want this implemented is 1) There is an almost certainty that another event would occur in the Kanawha Valley in future that may jeopardize the lives of residents; and 2) a program such as this is the best way to prevent such an occurrence. He stated that the companies that are of concern would have to come on board. The length of time it would take to sit up a program like this would be around 2 years. Dr. Gupta stated he would also need the support of the State's Department of Health and Human Resources (DHHR) and also Department of Environmental Protection (DEP). He would like to approach these agencies and talk to them about their recommendations.

Mr. Weber made a motion that Dr. Gupta pursue the recommendation in the Chemical Board's report, including, but not limited to the recommendations of reaching out to

DHHR and DEP Secretaries. Ms. Snodgrass seconded the motion. It passed unanimously.

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

a. Impact the funding cuts will have on the FY2012 budget.

Ms. Kirk informed the Board that the operating divisions are in the process of preparing budget submissions for FY2012. Ms. Kirk added that as a result of the funding cuts from the City of Charleston (\$100,000) and the Kanawha County Commission (\$25,000) and with the increased costs in employee benefits, the budget will need to be reduced by 5 – 6% for FY2012. Ms. Kirk added that due to the cuts, employment vacancies may not be filled at this time. It was also stated that the Finance Committee would meet the end of April to review the suggested cuts.

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

a. Fees for Service – Increase

Ms. Ray presented the Board members the proposed fee increases for both services and permits. Ms. Ray requested that the Board adopt the Fees for Permits schedule as it appears in statute. Ms. Ray stated that there is a gradual increase of 25% per year until the maximum fee allowed is reached.

Ms. Ray informed the Board that the Fees for Services may be based on actual costs and/or what is justifiable. The proposed fees for services do not reflect actual cost (which would be much more) but are increased by at least 25% over existing fees, (a list of fee information and copies of the statutes have been provided).

The following are a list of health departments who have not implemented the 2006 fee schedules: Boone; Cabell-Huntington (levy); Clay; Gilmer (levy); Kanawha; Lincoln; McDowell; Wayne; and Wyoming.

Mr. Reishman made a motion to adopt the proposed fees for permits, as it appears in the statute. Ms. Snodgrass seconded the motion and it passed unanimously.

Mr. Reishman, on a second motion, proposed that we also accept the fees for services as proposed/submitted. Mr. Weber seconded that motion and it passed unanimously.

b. Public Health Preparedness Summit 2011 – Atlanta, February 22-25

Ms. Ray informed the Board that she had been asked to present at the Public Health Preparedness Summit. She added that the topic for her presentation was “The Expanding Role of Sanitarians in Public Health Emergency Preparedness and Response”. This topic was derived from the sanitarians involvement with the H1N1 Campaign. Ms. Ray stated she felt her presentation was well received.

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

Ms. Briscoe informed the Board that they would find a bi-monthly Epidemiology Report in their packets.

a. Public Health Preparedness Summit 2011 – Atlanta, February 22-25

Ms. Briscoe stated that she represented KCHD at the Public Health Preparedness Summit. Ms. Briscoe added that her expenses were covered by a Medical Reserve Corps scholarship. Ms. Briscoe also served as facilitator for the presentation given by Ms. Ray.

b. H1N1 Task Force

An article entitled “H1N1 Task Force Focuses on Preventing Illness and Combating Public Skepticism (WV) was submitted to the Center for Infectious Disease Research and Policy (CIDRAP) by KCHD (Dr. Gupta). The article was accepted as a Promising Practice. A copy of the published article was included in the board packets.

c. Bluestone Dam

Mr. Strawn asked Ms. Briscoe if the Health Department would be involved in the upcoming Bluestone Dam evacuation planning. Ms. Briscoe replied that the upcoming discussion was for hospital plans. Ms. Briscoe added that the Health Department has been involved with some conference calls regarding the Bluestone Dam and has conducted an internal tabletop exercise to advance the Department’s Continuity of Operations Planning (COOP). The tabletop exercise, stated Ms. Briscoe, focused on alternate worksites for KCHD and recovery of resources in the event of major flooding to the Kanawha Valley.

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

Ms. Farley stated that she had nothing to report at this time.

8. Old Business

None.

9. New Business

a. Discussion of proposed increases to the Clinic and Environmental fees for services and permits

The Board was informed that a proposal to make changes to the fees currently charged for Clinical services were in their packets. The first step in the process of charging or making changes to fees charged for the Department’s services and permits is the Board’s approval. If approved, the new fees will go into effect upon approval by the Acting Commissioner of the Bureau for Public Health.

The fees were discussed. Ms. Kathie Worley, Clinic Office Manager responded to several questions by Board Members. Ms. Snodgrass stated that she was concerned that we are backtracking previous processes in setting our rates. She went on to say that she feels that we ought to charge as much as allowed by Medicare or other insurance companies for our fees, with the knowledge that we may not receive the billed amount. Ms. Worley replied the fees are based on the Department’s cost of delivering services and are regulated by state. Mr. Strawn made a motion that we submit the proposed amounts and that we review these charges annually. The motion was seconded by Mr. Weber. The final vote was 3 for the motion and 1 opposed (Ms. Snodgrass). Mr. Reishman was not present at the time of the vote.

b. Public comment period

None.

10. Adjournment – 6:15 p.m.

A motion was made by Mr. Strawn to adjourn and seconded by Ms. Snodgrass. The Board voted and the motion passed unanimously.

Respectfully submitted,



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