



# Kanawha-Charleston Board of Health

## Meeting Minutes

**October 9, 2012**

### **Members – Present**

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

### **Presenting Guests**

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

### **Members-Excused**

Dr. Arthur Rubin

#### **1. Call to Order – President**

Ms. Isaac called the meeting to order at 4:31 p.m.

Before continuing with the Board meeting, Ms. Isaac requested a moment of silence be taken in memory of Katie Worley, Office Manager for Clinical Services, who passed away on August 25<sup>th</sup>.

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

##### **a. Approval of the minutes from the August 16, 2012, Board of Health meetings**

A motion was made by Mr. Weber and seconded by Mr. Reishman to accept the meeting minutes of August 16, 2012 as submitted. The motion passed unanimously.

##### **b. Recognition of Commissioner Carper's contributions to improve food safety.**

Mr. Carper was unable to attend the meeting due to the death of his mother. Mr. John Luoni represented Mr. Carper. The Board asked that Mr. Luoni convey to Mr. Carper their appreciation for the suggestion of the new rating system for the food safety and to also give Mr. Carper their condolences on the loss of his mother.

#### **3. Report of the Health – Dr. Rahul Gupta**

##### **a. Discussion of national presentations at American Public Health Association Conference (APHA)**

Dr. Gupta informed the Board that KCHD will be making three presentations, as outlined below, at the APHA conference, later this month, in San Francisco, California. Dr. Gupta added there should be between 10,000 to 15,000 individuals in attendance.

- 1) **Legislative Wellness Program** - Dr. Gupta reiterated the importance of the wellness of our state leaders and the planning of our Legislative Wellness Program. Back in summer of 2011, to address the concerns of Delegate Meshea Poore, KCHD planned a project which led us to spend time at the beginning of legislative session and at the end providing health screenings to the members at the WV legislature. Dr. Gupta informed the Board that there was a twenty-three (23) percent participation rate in the program in its first year and that he felt this was a program worth continuing. As of yet, dates for the upcoming sessions are being planned. Dr. Gupta stated that we were invited to present this at the upcoming APHA conference later this month at San Francisco, CA.
  - 2) **School Flu Vaccination Clinics** - Dr. Gupta stated that approximately three and a half years ago, during H1N1 pandemic, the Kanawha-Charleston Health Department and the Kanawha County Board of Education School nurses and staff joined in a school flu vaccination venture. This began as a partnership between KCHD and the Kanawha County BOE/school nurses that has continued annually. KCHD has been able to secure data that will be shared in San Francisco at the upcoming APHA conference. Our research data reflects that over these years, fewer children are missing school due to flu. This could also mean that fewer children are bringing illnesses home to their parents and younger siblings, fewer days of work missed by parents, and less illness transferred to others. Several health departments have expressed their desire to use our model since it is self-sustaining and does not rely on federal, state, local funding from tax payers. This information will be in the presentation. Ms. Isaac stated that attendance is better for pupils and staff.
  - 3) **Social Marketing Campaign** – Dr. Gupta also stated that KCHD's use of social marketing techniques in Public Health were also of interest to the organizers at the APHA conference. This will be the third presentation KCHD will be making at the conference.
- b. **Brandon Merritt's organization of local 5K and his competition in the New York City Marathon on behalf of the Alzheimer's Association**  
Dr. Gupta recognized Mr. Merritt for the organization of the local 5K for the Alzheimer's Association and stated that Mr. Merritt will be also running the NYC Marathon for the Alzheimer's Association.
- Mr. Merritt stated that his goal is to raise \$5,000.00 for the NYC Marathon. Ms. Briscoe stated that there was an article in the Fall issue of the Alzheimer's Magazine about Mr. Merritt and his grandfather, who was also a runner.
4. **Report of the Board of Sub-Committee on Finance**  
Mr. Reishman stated that the committee did not meet. Ms. Kirk stated that the first quarter closed on September 30<sup>th</sup> and financial report has not been finalized. She added it will be presented at the next meeting.
  5. **Report of the Director of Administrative Services – Ms. Lolita Kirk**
    - a. **Discussion of the Health Department's Annual Report**

Ms. Kirk stated work is under way on the Annual Report. She advised that copies would be forwarded to the Board members once it is completed.

## **6. Report from Clinic Services – Ms. Susan Jordan, Nurse Supervisor**

### **a. Discussion of the vaccinations given to the 7th and 12th grade students**

Ms. Jordan stated that as demonstrated in the graph provided to you in your packets, clinical services, administered 1,253 Tdap (Tetanus, diphtheria, and pertusis) and 106 Menactra (meningococcal) vaccinations to Kanawha County's 7<sup>th</sup> and 12<sup>th</sup> grade students, between April 1<sup>st</sup> and September 15<sup>th</sup>. During these clinics, KCHD was also able to bring students current with other vaccinations that they may have needed. Ms. Jordan acknowledged the media for their efforts in getting the information out.

### **b. Status report on flu shot clinics.**

Ms. Jordan stated that to date KCHD has provided over 4,000 flu shots.

At this point, Ms. Isaac also thanked the press for their efforts in getting the vaccination information out there, for the 7<sup>th</sup> and 12<sup>th</sup> grade vaccines and for the flu vaccines. Ms. Isaac also thanked Ms. Jordan and Dr. Gupta for their help on the Teenage Mother Taskforce. She stated that Ms. Farley has volunteered to help the group with grant writing.

## **7. Report of the Director of Environmental health – Ms. Anita Ray**

### **a. Interim update on the Restaurant Rating System**

Ms. Ray informed the Board the Health Department has not received any written comments on the new restaurant rating system. She has received a few verbal comments from the public, which were very positive and complimentary of the program.

There are a total of 140 establishments under permit in the South Charleston/Corridor G area. As of September 20, 2012, 62 of those establishments have been inspected. The ratings so far, are broken down as 46% Excellent, 44% Good and 10% Fair. The only managers who have stated they don't like the rating system are the ones who have received Fair ratings. It takes about 15 minutes to enter each inspection, so for every 4 inspections an extra hour must be factored in for inspection time. The inspections being done under the new system are typed at KCHD a printed copy is then delivered to the establishment for posting. This is being done since software vendor has not yet updated the system.

## **8. Report of the Director of Epidemiology & Threat Preparedness – Ms. Janet Briscoe**

### **a. Presentation and discussion of KCHD's draft policy for the Protocol for Public Reporting of Suspected Diseases/Outbreaks**

Janet Briscoe informed the Board that the Division was in the process of developing a new Epi policy and official KCHD form which is part of the internal QI processes for accreditation. The policy will be used to standardize the procedure for outside agencies and entities reporting communicable diseases to the health department for investigation.

Using a standardized form will allow us to better track and coordinate the investigation and will ensure that the information received is accurate.

**b. Infrastructure Grant**

Ms. Briscoe informed the Board that the WV Bureau for Public Health decided to release funding to local health departments from the Infrastructure grant in the exact manner KCHD had recommended it to do so. Also, as we had requested, WVDHHR is now administering the grant. Health departments that originally applied for the grant were given less than a week to submit two new applications for the funding. Part I of the grant ends September 29 and Part II funds must be expended by December 29<sup>th</sup>. KCHD applied for the maximum amount allowable which is \$88,000. The grant application for Part I was approved. Part II of the application is still pending in DHHR. KCHD will use the funding for several program quality improvement projects which focus on community health improvement.

**c. Discussion of National Preparedness Month – Kanawha/Putnam Collaboration**

Ms. Briscoe updated the Board on activities planned for the month of September which is National Preparedness Month. This year, KCHD has collaborated with the Kanawha Putnam Emergency Planning Committee (KPEPC) Kanawha County and City of Charleston Offices of Homeland Security and Emergency Management, Kanawha County Emergency Ambulance Authority (KCEAA), Volunteer WV and several community agencies for a joint campaign which will focus on disaster readiness for vulnerable populations including how to make a family disaster kit. The Spotlight for Health TV presentation (KCHD's TV show) will also include topics on preparedness.

**d. Update on the multistate outbreak of fungal meningitis**

CDC, in collaboration with FDA, state public health departments, and state boards of pharmacy, has been investigating an ongoing outbreak of meningitis associated with a potentially contaminated steroid medication, preservative-free methylprednisolone acetate (80mg/ml) prepared by New England Compounding Center, located in Framingham, Mass. CDC and state public health departments are actively coordinating outreach to patients who have been exposed to this potentially contaminated medication. About 13,000 people in 23 U.S. states may have received steroid injections linked to a rare fungal meningitis outbreak that has killed eight people, but far fewer are likely to contract the disease

The PARS Pain Clinic in Parkersburg, received the recalled lot numbers of the product where 222 patients received injections. The WVBPH had been requested to assist with calling patients from the clinic. As of Oct. 5, there have been no reports of meningitis associated with this clinic.

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

**a. Update on Community Transformation Grant (CTG) Implementation**

Ms. Farley informed the Board that Year 2 for the Grant has been funded and staff is working closely with citizens in the nine county region. KCHD will be providing equipment for healthy checkout isles and convenience store makeovers. KCHD will also be offering a Chronic Disease Self Management Trainer course in December and all

staff have completed Level 1 of the Community Health Education Resource Person (CHERP) curriculum through WVSOM.

**b. Discussion of mobile application developed through a National Library of Medicine grant**

The app is almost complete and will be finished by mid-October. This grant will target general public and first responders. Other apps are in the planning stages.

**c. Discussion of KEYS 4 HealthyKids Peer Learning Network**

KEYS 4 HealthyKids has selected four sites to pilot the KEYS Toolkit and Guidebook. These include Clendenin, North Charleston, Common Grounds Food Pantry and Youth Garden Network. We will begin year four, the final year, starting in December.

**10. Old Business**

Dr. Gupta informed the Board that the summer interns were back at school.

**11. New Business**

**a. Public comment period**

None.

**12. Adjournment – 5:25 p.m.**

A motion was made by Mr. Reishman to adjourn and seconded by Mr. Weber. It passed unanimously.