



Kanawha-Charleston Board of Health

Meeting Minutes

November 17, 2016

Members – Present

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

Presenters

Dr. Michael Brumage
Ms. Janet Briscoe
Ms. Stephanie DeWees
Ms. Lolita Kirk
Ms. Tina Ramirez

Member(s) Excused

Ms. Martha Yeager Walker

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. Isaac

a. Approval of the minutes from the September 15, 2016 Board of Health Meeting

A motion was made by Dr. Rubin and seconded by Mr. Weber to approve the meeting minutes of September 15, 2016 as submitted. The motion passed.

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

a. Report on Senator Shelly Moore Capito's visit to KCHD

Dr. Brumage reported U.S. Senator Shelly Moore Capito visited KCHD on October 31st. Senator Capito met with the health department's leadership team and discussed the Harm Reduction Clinic. While at KCHD, Senator Capito also received her flu shot. Mr. Strawn asked if KCHD had invited the Senator or if it was initiated by the Senator. Dr. Brumage replied KCHD was contacted by the Senator's staff to arrange the visit.

b. Report on presentation to the Charleston City Council's Finance Committee

Dr. Brumage reported Mr. Reishman had arranged for him to present to the Charleston City Council's Finance Committee on the Harm Reduction Clinic. Dr. Brumage added there were a number of questions about the disposal of needles. Mr. Reishman stated that when you look at the program from the outside it is hard to understand. He added we need to get the message out that it is more than needle exchanges.

c. Status report on the Harm Reduction Clinic

Dr. Brumage shared with the Board a copy of the most recent issue of the French financial magazine Les Echos. Dr. Brumage added the issue features an article on the growing opioid and heroin epidemic in our area. Both Kanawha and Cabell residents were interviewed and are featured in the article.

Dr. Brumage reported yesterday the HRC saw 184 patients in 5 hours. KCHD is currently following 1,400 unique patients. Dr. Brumage added we have received reports that the naloxone being distributed at health department has saved 21 lives. One report was received of the naloxone being used and person not surviving. The health department is pursuing multiple funding sources including a number of grants.

d. Status report on the Public Health Accreditation

Dr. Brumage reported the Public Health Accreditation Board held its meeting on November 15th. The health department has not received notification. It may be tomorrow or Monday before we are notified.

e. Status report on Performance Management/Quality Improvement Committee

Dr. Brumage reported on the health department's performance management/quality improvement activities. The projects that were undertaken in response to the action plan included the Harm Reduction Clinic and a workforce development project for employee orientation. Recently the health department participated in a review of the Basic Public Health Performance Standards. The review was conducted by Deb Koester with WV Local Health, Inc. Dr. Brumage added a copy of the review could be found in the Board's folders. Going forward the Board will receive regular PM/QI updates. Dr. Rubin stated he would like to see a scorecard developed showing progress on the performance based standards. Dr. Brumage informed the Board that the 5 year cycle for the strategic plan was nearing

f. Report on presentation at the WV Handle with Care Conference

Dr. Brumage reported on the WV Handle with Care conference. Dr. Brumage added he introduced the conferences key note speaker, Dr. Vincent Fellitti. Dr. Brumage stated he presented at the conference on ACEs. John Law assisted with the media plan for the conference. The conference had 400 attendees from 17 states. Andrea Darr with the Center for Childrens' Justice did a great job organizing the conference.

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

a. Discussion of the 1st quarter financial report

Mr. Reishman reported the sub-committee met briefly earlier in the day. The first quarter is down \$163,000. This is typical for this time of year. Flu vaccine has been purchased and staff hired to provide the flu shots have been hired, but the income for the program has not started being received. The fee increases for environmental health have been approved. These fees will help with some of the cuts we have received.

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

a. Presentation and discussion of staffing report.

Ms. Kirk informed the Board they would find a copy of the staffing report in their packets. The Putnam County Threat Preparedness Coordinator position has been filled. We currently recruiting for clinic registered nurse.

b. Report from the WV State Auditor Training for County and Municipal Boards and Authorities- October

Ms. Kirk reported she and Carol McCormick had attended the training offered by the State Auditor. She added the board members would find copies of the material in their folders.

c. Presentation of the FY2017 approval letter from the WV Bureau for Public Health.

The program plan for FY2017 has been approved by the Bureau for Public Health. A copy of the approval letter is in your folders.

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

a. Presentation of activity report

Report not final.

b. Status report of (EHR) electronic health records

Ms. DeWees reported the start date for the electronic health records was October 31st. It was difficult the first few days in getting acclimated to the new system but the staff has done a remarkable in learning the system. Most of our clients were patient with us during our learning process.

c. Status report on community and school located flu vaccination clinics

Flu clinics for the business have be completed. We will finish the flu school clinics by November 18th. Ms. Isaac added the clinics have ran smoothly. The school clinics have resulted in a decrease in influenza like illness.

7. Report of the Division of Environmental Health Services – Dr. Brumage

a. Presentation and discussion of the activity report

Dr. Brumage stated Mr. Mills report was in the folders.

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

Ms. Briscoe introduced Ms. Kady Rogers to the Board. Ms. Rogers has joined KCHD as the Putnam County Threat Preparedness Coordinator. The Board welcomed Ms. Rogers.

a. Staff receives Certification in Infection Prevention and Control

Ms. Briscoe reported she had taken and passed the exam to be certified in Infection Prevention and Control (CIC). The certification is an internationally recognized standard of competence in the infection prevention and control field and is recognized through the Association for Professionals in Infection Control and Epidemiology, Inc. (APIC) for Infection Preventionists.

b. Preparation underway for 2017 Threat Preparedness exercise

The Division has been working to prepare for the April 20, 2017 full scale mass antibiotic and dispensing exercise. Ms. Isaac has helped KCHD secure permission to use two schools for the exercise. The Division is also working with the public health advisor at the Center for Disease Control and Prevention (CDC) and the staff at the WV Center for Threat Preparedness for exercise planning.

c. Report on meeting and training attendance

Ms. Briscoe informed the Board they would find information regarding meeting and training attendance in their folders.

9. Report for the Division of Prevention & Wellness – Ms. Tina Ramirez

a. Report on the Baby and Me Tobacco Free

Ms. Ramirez reported the health department is partnering with UniCare to implement the Baby and Me Tobacco Free program. The program rolled out at the Kanawha WIC office on October 28th. It targets 150 pregnant women and provides 12 sessions (4 prenatal and 8 post-delivery). Diaper vouchers are provided with each session for participants demonstrating decreased tobacco use. Prevention and Wellness is collaborating on the marketing campaign with Unicare.

b. Report on meeting and training attendance.

Ms. Ramirez informed the Board they would find information regarding meeting and training attendance in their folders. Ms. Ramirez discussed attending the National Harm Reduction Conference. The Board and staff discussed the Harm Reduction clinic. Ms. Ramirez stated she hoped to hear soon about grants.

10. Unfinished Business

Dr. Rubin made a motion to adjourn into executive session for the purpose of discussing a personnel matter the motion was seconded by Mr. Weber. The Board approved the motion and adjourned into executive session for the discussion of a personnel matter.

On a motion made Dr. Rubin and seconded by Mr. Weber the Board voted to return to regular session. No further business was conducted as a result of the executive session.

11. Public comment period

None

12. Adjournment

A motion to adjourn was made by Mr. Reishman and seconded by Dr. Rubin the Board adjourned.

Respectfully submitted,



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