



Kanawha-Charleston Board of Health

Meeting Minutes

September 21, 2017

Members – Present

Ms. Brenda Isaac
Mr. James Strawn
Mr. Robert Reishman
Ms. Martha Yeager Walker
Mr. Stephen Weber

Member(s) Excused

Dr. Arthur Rubin

Presenters

Dr. Michael Brumage
Ms. Janet Briscoe
Ms. Stephanie DeWees
Ms. Lolita Kirk
Mr. John Law
Mr. Stanley Mills
Ms. Tina Ramirez

1. Call to Order - President, Ms. Brenda Isaac

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

2. Report of the President – Ms. Brenda Isaac

a) Approval of the minutes from the July 20, 2017 Board of Health meeting

A motion was made by Mr. Reishman and seconded by Mr. Strawn to approve the meeting minutes of July 20, 2017, as submitted. The motion passed.

b) Presentation and discussion of Board of Health Orientation Manual

Mr. Weber made a motion to approve the Orientation Manual with appreciation to Ms. Kirk for her hard work. Mr. Reishman seconded the motion. The motion passed.

c) Presentation and discussion of the Board's activity report for FY2017

The Board reviewed the activity report and commented on its thoroughness. Ms. Kirk explained that as time passes we will be able to review a trend line in the activities of the Health Department.

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

a) Introduction of new staff

- i) Dr. Brumage introduced the new Administrative Secretary, Margaret (Maggie) Linsky.
- ii) Dr. Brumage announced Ms. Kirk had been selected to fill the new Chief of Staff position beginning October 6. Ms. Isaac noted that she and Dr. Brumage interviewed several highly-qualified candidates.

b) Update on Public Health Accreditation

i) Annual Report status

The report is due in November. Staff is on task for having it completed and ready to be reviewed in full by the end of October.

ii) PHAB-a-Thon – July 21, August 22 and September 15

A copy of the notes for the meetings were included in the Board's folders. Dr. Brumage added that Cabell-Huntington Health Department will be having their PHAB site visit soon, and he feels that Dr. Kilkenny's staff is prepared and will receive accreditation.

c) Discussion of Performance Management/Quality Improvement (PM/QI) efforts

i) Minutes from last PM/QI Committee meeting

Dr. Brumage referred the Board to the meeting notes from the August 25 PM/QI meeting in their folders. The PM/QI group continues to meet monthly to discuss quality improvement projects and to hear reports from the workforce development and performance based standards sub-committees. Quality Improvement training for all staff led by Deb Koester is scheduled to begin in October.

d) Status report on the Harm Reduction Clinic

Dr. Brumage reported that since December 2015 the Harm Reduction Clinic has seen 4,261 unique non-repeating patients and 87% return on used syringes. The largest number of patients seen at the program was September 20, with 359 patients, which included 86 new patients.

i) Status report on regional and statewide coalitions

Dr. Brumage reported the Great Rivers and West Virginia Harm Reduction Coalition has been established as a 501c3 organization.

ii) Cabin Creek partnership

The clinic partnership with Cabin Creek has been expanded to a second day each week. Cabin Creek is providing a full spectrum of primary care during the clinic on Wednesdays, and sexually transmitted infection treatment and family planning on Thursdays.

iii) Naloxone distribution

Since the naloxone training and distribution began in April 2016, KCHD has trained over 1,200 individuals, and 229 lives saved have been reported.

e) Report on meeting and conference attendance

Dr. Brumage reported since the last Board meeting, he had presented at number of conferences including:

- i) Vandalia Rotary Club Presentation - August 9
- ii) Kanawha County Library Presentation on Fukushima - August 10
- iii) Harm Reduction Institute Presentations - August 14 and August 15
- iv) WV Court Improvement Board Presentation - August 18
- v) Putnam County Board of Health - August 22
- vi) Tour and meeting with Chief Cooper, Charleston Police Dept. - August 25
- vii) Tour and meeting with Pam Kania, US Dept. of Health/Human Services - August 30
- viii) Children's Health Policy Summit Presentation - September 7
- ix) NHRA Panel Discussion, Washington DC – September 13
- x) School Based Health Centers Presentation – September 14
- xi) Improving Behavior, Improving Lives Conference Presentation – September 19
- xii) CDC/ASPR site visit at WV-CTP Presentation - September 20

He emphasized the August 30 visit to our Harm Reduction clinic by Pam Kania Regional Administrator, US Department of Health and Human Services, Health Resources and Services Administration; and his participation in the September 13 National Health Reform Agreement (NHRA) panel discussion held by the Senate Democratic Committee Caucus. Following the panel, he visited the offices of Senator Capito. Capito's staff reported that childhood trauma language has been introduced in next year's budget. No funding is tied to the budget, but it is a good starting point.

Dr. Brumage and Dr. Brittany Canady received a \$50,000 grant fund to plan a mindfulness-based resilience training retreat in December for first responders in Charleston and Huntington to help mitigate stress from the opioid epidemic. The grant will pay for the

retreat facility and testing of the stress cortisol of the EMS providers at the training, and thirty days after the training.

f) Report on local health officer monthly conference call

West Virginia Harm Reduction Coalition. (WVHRC) has now reached membership of 36 counties statewide. Following Dr. Brumage's report, Ms. Walker remarked how the spirit of communication and cooperation between Local Health Departments has drastically improved in recent years.

g) Discussion of Spotlight on Health TV show

Upcoming episode will feature Lynn Fruth of Fruth Pharmacy.

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

a) Presentation and discussion of staffing report

Ms. Kirk informed the Board a copy of the staffing report was in their folders.

b) Discussion of State funding notifications

The Board reviewed the 2018 Funding Allocation Statements.

5. Report of the Division of Clinic Services – Ms. Stephanie DeWees

a) Presentation of clinic activity report

Ms. DeWees presented the clinic activity report and informed the Board that a copy of the report could be found in their packets.

b) Update on upcoming flu clinics

Ms. DeWees reported that the flu vaccination clinic season began on September 11, and they will start going into the school system September 25. The high dose flu vaccine is available now for those over age 65.

Mr. Weber inquired about a complaint he received about a flu clinic that was scheduled and did not open on time. Ms. DeWees admitted that it unfortunately happened, and explained that it was one of the first clinics of the season, that the nurses were new to the location, and that they were, at the most, ten minutes late.

6. Report of the Division of Environmental Health Services – Mr. Stanley Mills

a) Presentation of Statistics

Mr. Mills noted that the Board would find a copy of his statistical report in their folders.

b) Presentation of activity report

Mr. Mills also noted that a copy of the activity report was in the folders.

c) Presentation of Mosquito Surveillance Program

A mosquito pool has tested positive for the La Crosse virus, and there has been one case of La Crosse infection confirmed in a patient in Kanawha County this summer. Two samples of common types of mosquito were shown to the Board. Because of time restraints, the educational power-point program will be reviewed at the November meeting.

d) Other items

Mr. Mills reported that the Environmental Health team participated in the investigation of a home in Kanawha City that contained over 70 cats.

Mr. Mills noted the staff have been busy with the fall fairs and festivals.

Mr. Strawn asked why restaurants were required to pay a vendor fee for special fairs and occasions when they already are licensed. Mr. Mills responded that fees depend on each

situation. If it is a not-for profit or fund raising fair or celebration, the fees are often waived, but applicants must request that at the time they apply for the permit.

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

a) Presentation and discussion of activity report

Ms. Briscoe noted a copy of the Division's activity report for the past two months was in their folders. The epidemiology report is produced quarterly, and will be supplied at the next meeting.

Ms. Briscoe reported that we are working with the WV chapter of the Association for Professionals in Infection Control and Epidemiology (APIC) to provide training for outpatient facilities. She has received acknowledgment for her certification in infection prevention.

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

a) Diabetes Training

Ms. Ramirez mentioned that she and Ciara Rukse were trained in the Everybody with Diabetes Counts program through Quality Insights and have taught 2 classes in the community. There are classes beginning in October. Ms. Ramirez noted the Quality Insights website has a listing of classes.

b) CDSMP – Chronic Disease Self-Management Program

Ms. Ramirez stated that she and Ciara Rukse will be teaching classes at Brooks Manor beginning October 10 and Rivermont Presbyterian Home beginning October 2. The classes will continue for 6 weeks.

c) United Way Day of Caring

Ms. Ramirez said there were 7 volunteers that worked in the harm reduction clinic on September 20 for the United Way's Day of Caring.

Mr. Reishman commented that he was aware that the "My Favorite Pillow" company was donating funds and that it may be a source of a grant or donation.

9. Report of the Public Information Officer – Mr. John Law

a) Report on proposed legislative rules

Mr. Law supplied the Board with a copy of the proposed administrative procedural rule regarding "Local Board of Health Plans of Combination Procedure", a DHHR document titled "Principles Guiding Plans to Combine Local Boards of Health", and a draft of the letter that Mr. Law has written on behalf of KCHD with proposed changes to the rule. While he recommends that the Board support this procedural rule regarding the merging of boards of health, he feels that it is imperative to review and comment with suggested changes to the rule during the public comment period so that in the future local boards of health can make insightful decisions that are pertinent to their communities or unique situation. For example, Mr. Law pointed out that some boards that wish to combine may not be in counties with contiguous borders (particularly in the panhandles of the state) which is a requirement under the current rule.

10. Unfinished Business

a) Public comment period

None

b) Executive Session

Ms. Isaac called for a motion for the Board to go into executive session to discuss personnel matters. Mr. Strawn made the motion to adjourn into executive session. The motion was seconded by Mr. Reishman. The motion carried and the Board moved into executive session.

On a motion made by Mr. Reishman and seconded by Mr. Strawn, the board returned to regular session.

Mr. Reishman reported that during the executive session, the Board had completed a job appraisal of Dr. Brumage. Dr. Brumage has worked for KCHD for two years, and has not received a salary increase during this time. Ms. Isaac reported Dr. Brumage had a 99% positive evaluation, and that they had a hard time finding anything negative to say; only that he works too hard. Mr. Reishman said that he wished they could afford to pay Dr. Brumage more than they can. Because of Dr. Brumage's recent appointment to the WVU School of Public Health the Board has funding available to provide Dr. Brumage with a salary increase. Mr. Reishman moved that the Board award a four percent (4%) pay raise to Dr. Brumage above his current salary of \$170,000.00. Mr. Strawn seconded the motion. The motion passed unanimously.

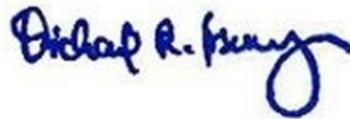
c) Mr. Reishman

Mr. Reishman reported to the Board that the back-up generator that was donated to KCHD does not have the capacity needed to service the Health Department in case of a serious long-term power outage. He is researching one that would keep the offices fully operational for at least 48 hours, including computer and HVAC systems.

11. Adjournment

Mr. Reishman made the motion to adjourn. The motion was seconded by Mr. Strawn. The motion passed and meeting adjourned.

Respectfully submitted,



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

