



# Kanawha-Charleston Board of Health

## Meeting Minutes

### November 16, 2017

#### **Members – Present**

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

#### **Presenters**

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

#### **Member(s) Excused**

n/a

1. **Call to Order - President, Ms. Brenda Isaac**  
Ms. Isaac called the meeting to order at 4:00 p.m.
2. **Report of the President – Ms. Brenda Isaac**
  - a. A motion was made by Mr. Webber and seconded by Ms. Walker to approve the meeting minutes of September 21, 2017, as submitted. The motion passed.
  - b. Ms. Isaac administered the Oath of Office to Dr. Rubin. Ms. Kirk notarized the document.
3. **Report of the Finance sub-committee- Mr. Robert Reishman, President**
  - a. Mr. Reishman presented the first quarter financial report, and reported that it is in line with most year's figures.
  - b. A private auditor was selected, and the audit for FY2017 began today for Kanawha county, and the five-year audit for Putnam County.
4. **Report of the Executive Director/Health Officer – Dr. Michael Brumage**
  - a. Update on Public Health Accreditation
    - i) Section One of the Annual Report is complete, and Section Two is being reviewed and will be uploaded and submitted before the due date. Dr. Brumage gave credit to the staff for working together efficiently.
    - ii) There have been no PHAB-A-Thons since September since the Annual Report is so near completion. They will begin again in 2018.
  - b. Discussion of Performance Management/Quality Improvement (PM/QI) efforts
    - i) The Board reviewed the meeting notes from last PM/QI Committee meeting September 26. Ms. Walker asked if there were other Health Departments attempting accreditation, and Dr. Brumage assured her that Cabell-Huntington Health Department has had the site visit, and is waiting to hear the results.

- ii) The First Quarter Strategic Plan Report was reviewed. Ms. Kirk gave credit again to the staff for their input, and said that billing processes in the clinic are improving as the staff shares their knowledge and resources.
- c. Status report on the Harm Reduction Clinic
  - i) Dr. Brumage reported that we have 4,835 Harm Reduction unique patients with an 87% return on needle exchanges. On November 1, 418 patients attended, which far exceeds early estimates. On November 15, visitors from Boone County Health Department and the North Carolina Harm Reduction Coalition visited, and we are assisting three groups from Virginia to establish harm reduction programs in their state. 53 counties have signed on to participate in the WV Harm Reduction Coalition. Visiting programs are impressed by the many services provided through our "Avant Garde" program.
  - ii) Cabin Creek is working in the clinic two full days per week and are considering adding Tuesdays to accommodate the number of patients.
  - iii) 2017 totals so far include 859 trained in Naloxone application, 956 kits dispensed, 294 refills, and 212 lives saved.
- d. Dr. Brumage supplied the following meetings and conferences he attended since the last Board Meeting.
  - i) Handle With Care Conference Presentations - September 27
  - ii) HuffPost Panel Discussion on Opioids - September 27
  - iii) Community Meeting RE: IV users in Emergency Departments - September 29
  - iv) Special Focus on Addiction and Substance Abuse - October 3
  - v) Roundtable Moderator, Martinsburg - October 5
  - vi) Oral Health Study Meeting - October 6
  - vii) WV Primary Care Association Presentation – October 10
  - viii) WV Association of Local Health Departments Meeting – October 12
  - ix) 2017 Rural Health Conference Presentation - October 13
  - x) Legislative Agenda Task Force – October 20
  - xi) TB Advisory Committee Meeting - October 24
  - xii) Putnam County Board of Health Meeting – October 24
  - xiii) Rural WV Responds to Opioid Injection Epidemic (RROE) – October 25
  - xiv) Leadership West Virginia Presentation; The Greenbrier – October 26
  - xv) Mindfulness Orientation Class, Marshall School of Pharmacy – October 26
  - xvi) West Virginia Public Radio interview – November 2
  - xvii) Greater Kanawha Valley Foundation Conference Presentation November 3
  - xviii) A-HIDTA Heroin Symposium, Atlanta – November 7, 8, 9
  - xix) State of African Americans in WV Summit – November 13
  - xx) Public Health Advisory Council, University of Charleston – November 14
  - xxi) North Carolina Harm Reduction Coalition visit with Great Rivers Harm Reduction Coalition – November 15, 16
- e. The local health officer monthly conference call is poorly attended. Last month only one other health department participated.
- f. In October, the Spotlight on Health television guest was Lynne Fruth of Fruth Pharmacy. Today's episode was John Law interviewing Tessie Castillo from the North Carolina Harm Reduction Coalition.
- g. Dr. Jung Lee, WVU Occupational Medicine resident, completed his rotation at KCHD on October 26.

**5. Report of the Division of Administrative Services – Ms. Carol McCormick**

- a. Ms. McCormick presented the staffing report.
- b. Documentation from the State Auditor’s Training for County Boards and Authorities from October 5, 2017, was supplied to the Board. The training was attended by staff members Lolita Kirk, Etta Ramsey and Maggie Linsky.

**6. Report of the Division of Clinic Services - Dr. Brumage**

- a. Dr. Brumage presented and the First Quarter Clinic Activity Reports for Putnam and Kanawha Counties. Totals may be adjusted once all the community and school flu vaccination clinics have been entered.
- b. Since September 1, we have given almost 8,000 flu vaccinations; 2,730 during community and business clinics, 1,800 vaccination at the Lee Street clinic, 3,201 in the schools. Last year school vaccinations totaled 3,570, but school enrollment has been dropping.

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

Mr. Mills was pleased to report that both KCHD and Putnam County are fully staffed with Sanitarians, and only one has more training.

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

Ms. Briscoe reviewed upcoming meetings, the Epi and TP activity report, and the Fiscal Year, Quarter 4 Epidemiology Report with the Board. Ms. Isaac commented that Janet had been very helpful to her on several school-related items.

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

- a. Ms. Ramirez presented the Board with the Changemaker Award from The Greater Kanawha Valley Foundation that KCHD was given for outstanding work in the harm reduction program.
- b. “Everyone with Diabetes Counts” course will be taught November 13th through December 11th at the Alzheimer’s Association.
- c. There was a Community Health Improvement Plan (CHIP) stakeholder meeting on October 13th to discuss the plan. 100 stakeholders from across Kanawha County were in attendance. Follow up meeting November 28th 1-2:30 at the Charleston Area Alliance. Ms. Ramirez is heading up the physical activity portion of the plan.
- d. Ms. Ramirez gave an update on the FaithHealth initiative meeting she attended at Wake Forest October 22-24th. She will be working closely with Deb Koester, WV Local Health Inc., Cabell-Huntington and CAMC hospitals to bring this to Kanawha county.

**10. Report on Response to Proposed Legislative Rules – Mr. John Law**

The Bureau for Public Health filed procedural rules on the process of combining Local Health Departments, and requested comments and input. Mr. Law and Ms. Kirk composed a letter with comments and the Bureau responded to that letter. The letters were supplied to the Board. Mr. Law felt that while they did not follow all the suggestions, they did acquiesce to some recommendations.

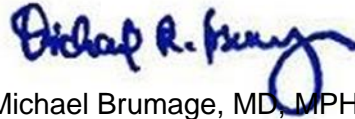
**11. Unfinished Business**

There was no unfinished business, and no public comment.

**12. Adjournment**

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

Respectfully submitted,



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

