



Kanawha-Charleston Board of Health

Monday, May 24, 2021

2nd Floor Conference Room
108 Lee St., E.
Charleston, WV 25301



MEETING MINUTES

1. Call to Order—President Arthur Rubin

The meeting was called to order at 4:30 p.m. with the President, Dr. Arthur Rubin, presiding.

2. Roll Call—Kandy Forsythe

Ms. Forsythe called the roll.

Dr. Aliff-Lao	Present
Mr. Nelson	Present
Mr. Nusbaum	Present
Mr. Scalise	Present
Mr. Weber	Present
Mr. President, Dr. Rubin	Present

The President noted a quorum.

3. Moment of silence

The President requested a moment of silence to honor first responders and those lost to COVID.

4. Report of the President—President Rubin

a. Approval of the minutes of the March 11, 2021 Board of Health meeting

- i. Upon motion by Mr. Scalise, seconded by Mr. Weber, the question was put: Shall the minutes of the March 11, 2021, Kanawha-Charleston Board of Health meeting be approved. Motion carried.

b. Other issues

- i. The President commended the staff of the Kanawha-Charleston Health Department and Kanawha-Charleston Executive Director/Health Officer Sherri Young for the jobs they have been doing during the COVID-19 epidemic.
- ii. Mr. Nusbaum noted people around the country have marveled to him about what KCHD has accomplished during the pandemic.
- iii. President Rubin stated the way we lead the nation in COVID-19 testing was a precursor to the outstanding job KCHD and its partners have done in providing vaccines.

5. Report of the Executive Director/Health Officer—Sherri Young, DO, FAAFP

Sherri Young, DO, FAAFP, executive director and health officer of the Kanawha-Charleston Health Department, praised the teamwork in Kanawha County in fighting the COVID-19 epidemic. She recognized members of the Kanawha Charleston Board of Health, the city of Charleston and the Kanawha County Commission.

She provided statistics for Day 468 of Health Command; the day on which the meeting was held. KCHD has 456 active COVID cases; 12,777 are confirmed; 2,579 are probable cases; 14,450 individuals have recovered; and there have been 311 deaths. She noted that one year ago there were well over 2,000 positive cases.

Mr. Nusbaum praised the cooperation between the Kanawha County Commission and the City of Charleston. The ED/HO noted Kanawha County's Unified Health Command is nationally recognized. It has been featured in The New York Times and will be featured in an upcoming edition of Time Magazine.

KCHD, working with our partners, has given approximately 63,000 vaccinations. This includes prime doses and boost doses. We've done that from holding mass vaccination clinics at the Charleston Coliseum and Convention Center to home visits to vaccinate those unable to travel to one of our clinics.

With readily available vaccines, we have shifted our focus from mass clinics to getting into communities throughout the county. We work closely with churches and civic organizations to hold successful clinics and get shots in arms.

The ED/HD noted she is particularly proud of a clinic for those with special needs KCHD and its partners held at Bible Center Church. There were reduced wait times, a smaller number of people getting vaccinated and support from the community. KCHD partnered with the Community Autism Education System and Autism Cares to plan and staff this clinic, for which the clinic staff received special training. Boost shots are scheduled Friday, May 28, from 9 a.m. – 1 p.m.

Upon inquiry by Mr. Scalise, the ED/HO noted 59.5 percent of Kanawha County citizens have received at least one vaccination. A total of 49 percent are fully vaccinated.

On May 13, following approval from the Centers for Disease Control and Prevention and the Food and Drug Administration, KCHD implemented already-in-place plans to begin vaccinating 12–15-year-olds. KCHD collaborated with the Kanawha County Board of Education and our partners to see that all students in the county had the opportunity to be vaccinated. We were able to vaccinate approximately 1,400 students.

KCHD was honored to welcome, at a clinic at Capital High School, First Lady Dr. Jill Biden, Charleston native and actress Jennifer Garner, Sen. Joe Manchin, and Gayle Manchin, co-chair of the Appalachian Regional Commission. They were able to see our team in action and how efficiently our clinics function.

The EO/HD noted vaccination numbers are down for vaccinations other than COVID. She said adult and child vaccinations will be a major area of emphasis this summer as well as aggressive influenza and COVID vaccinations. President Rubin noted 20 local pediatricians signed a letter of support for COVID vaccinations for children.

The EO/HD announced testing will be available for first responders who were vaccinated in December of 2020 to ensure they maintain antibodies to fight COVID. She noted Kanawha County, like the rest of the United States, is seeing variants of the COVID-19 infection.

KCHD convened an HIV Task Force meeting on May 10 with 41 people participating. The Task Force will meet on the second Tuesday of each month from noon to 1 p.m. Officials from the state and the CDC will be invited. The KCHD has two CDC state disease intervention specialists working to locate HIV-positive individuals and connect them with care.

KCHD does mobile unit testing every Tuesday and Thursday at areas throughout the county. Testing is available daily at the health department. The ED/HO said officials are working with the state to ensure those tested can get presumptive Medicaid eligibility to be able to access prescription drugs. She said those found HIV positive are referred to the Ryan White program for immediate care.

The ED/HO said the Bureau for Public Health requested an EPI-AID on March 17th from the CDC to address Kanawha County's HIV problem. The CDC responded positively on March 18th. CDC personnel will analyze current response efforts and recommend ways to streamline them or fill service gaps. They will interview people who inject drugs to learn their needs. They will educate providers.

KCHD will work with the American Cancer Society on a pilot project to promote colon rectal screening for cancer.

6. Report of the Committee on Finance—Mr. Nelson and/or Mr. Nusbaum

Mr. Nelson deferred explanation of the budget to Carol McCormick, KCHD administrator.

The Administrator reported:

We are amending the 2021 budget to include \$1.5 million in funding from the ELC (Epidemiology and Laboratory Capacity) grant. A copy of the amended 2021 budget is attached with these minutes and labeled as exhibit 01.

The proposed 2022 budget is for \$4,054,000. This includes \$1 million from the second year of the ELC grant and \$646,000 from the first part of an ELC ED grant. We expect the second part of the grant for FY 2023. This grant is geared toward educational activities. The budget without the federal grants would be \$2,407,000. A copy of the 2022 budget is attached to these minutes and labeled exhibit 02.

We will get \$1,039,968 in state aid to local health departments. We continue to get annual grants for epidemiology, threat preparedness and immunizations. We get \$200,000 from the Kanawha County Commission and \$100,000 from the City of Charleston. The funding from the city and county is important in that it is unrestricted.

There has been some concern about the drop in revenue from immunizations and permits for food service establishments. COVID has caused a decrease in revenue from these two-line items, although we are starting to see an uptick. In the 2022 budget, we

dropped projected revenue from immunizations from \$450,000 to \$145,000. We dropped our expected revenue from permits from \$295,00 to \$145,00. The federal money we have received more than makes up for this revenue dip.

There was a discussion on the revenue lost from income for immunizations and food service establishment permits. Mr. Scalise expressed concern about the loss in funding. Mr. Nusbaum noted budgeting is an ongoing process and will not become final until the end of the fiscal year.

Possible alternatives discussed to make up the funding include requesting additional funding from the city and the county and inquiring if lost revenue can be made up from American Rescue Plan Funding.

County Administrator Jennifer Herald Oakley appeared at the meeting and noted the Kanawha County Commission has increased its contribution to the health department by \$50,000 from \$150,000 to \$200,000 annually.

The Administrator requested approval of the Indirect Rate for 2020.

Upon motion by Mr. Scalise, seconded by Mr. Nusbaum, the question was put: Shall the revised fiscal year budget for 2021 be approved? Motion carried.

Upon motion by Mr. Scalise seconded by Dr. Aliff-Lao, the question was put: Shall the fiscal year budget for FY 2022 be approved? Motion carried.

Upon motion by Mr. Nelson, seconded by Mr. Scalise, the question was put: Shall the 2020 indirect rate be approved? Motion carried.

7. Report of the Division of Administrative Services—Administrator Carol McCormick
Deferred.

8. Report of Division of Clinic Services—Clinic Division Director Deborah Snaman
We continue to do a robust COVID vaccination clinic. Individuals are scheduled throughout the day.

In other areas:

We did 1,487 procedures and saw 1,020 patients for the third quarter of the year.

Most of the change in numbers are related to immunizations. During the first quarter, we did, 1,974 immunizations: 2,132 during the second quarter, and 426 during the third quarter.

Director Snaman said immunizations for foreign travel are beginning to pick up.

9. Report of the Division of Environmental Services/Epidemiology and Threat Preparedness—Director Stanley Mills
We're slowly returning to normal.

We're doing food establishment inspections. Fairs and festivals are starting in full force. We'll inspect food trucks to ensure they're in compliance. David Winowich is the supervising sanitarian and has been responsible for the day-to-day operation of the division.

Permitted facilities have received invoices for their annual licenses. We mailed about 1,600 invoices.

We will be enforcing the requirement for food handler cards and management certification cards. This serves a two-fold purpose. It encourages compliance and generates revenue.

We will be receiving an intern from DIDE to trap, identify and prepare mosquitoes to be tested for viruses. We will be looking a lot at ticks this year.

As we return more to normal, we'll be splitting duties and administrative responsibilities into three component areas, environmental health, epidemiology and threat preparedness.

We have purchased radiological testing equipment.

We have hired an epidemiologist.

We lose National Guard support for contact tracing July 01.

10. Report of Executive Assistant to the Executive Director/Health Officer—Julia Blackwood

We submitted an application to the Homeland Security Grant Program (HSGP) to upgrade our mobile radios. It is essentially the same application we made last year, but we added three more radios and three multi-radio charging stations. Working with the radios at different testing and vaccination events underscored the need for additional devices and the convenience of the charging stations. We should hear back in August or September.

Our Year Four Annual Report has been submitted and we are awaiting feedback from PHAB.

The PHAB committee is meeting weekly to prepare for reaccreditation. We must start the process no later than December 31, and then will have eight weeks to finalize the reaccreditation with PHAB.

11. Letter from Charleston Mayor Amy Shuler Goodwin requesting EPI-AID

Deferred. Discussed in the report of the Executive Director/Health Officer.

12. Adoption of Kanawha Coalition for Community Health Improvement's *Community Health Needs Assessment* as the *Community Health Needs Assessment* for the Kanawha-Charleston Health Department

Upon motion by Mr. Scalise, seconded by Mr. Weber, the question was put: Shall the Kanawha-Charleston Health Department accept the Kanawha Coalition for Community Health Improvement's Community Health Needs Assessment as the Community Health Needs Assessment for the Kanawha-Charleston Health Department? The CHA is incorporated in these minutes by reference. Motion carried.

13. Personnel Issues

Upon motion by Mr. Scalise, seconded by Mr. Weber, the question was put: Shall the Kanawha-Charleston Board of Health go into executive session for the purpose of discussing personnel issues? Motion carried.

Upon motion by Mr. Nelson, seconded by Mr. Scalise, the question was put: Shall the Kanawha-Charleston Health Department adjourn its executive session? Motion carried.

Upon motion by Mr. Nelson, seconded by Mr. Scalise, the question was put: Shall the Kanawha-Charleston Health Department go to the Division of Personnel to request the position of local health administrator go from a classified position to a classified-exempt position upon the current position becoming vacant on October 01, 2021? Motion carried.

14. Adjournment

Upon motion by Mr. Scalise, seconded by Dr. Aliff-Lao, the question was put: Shall the meeting be adjourned?

Respectfully submitted,



Sherri Young, DO, FAAFP
Secretary