



Kanawha-Charleston Board of Health

Meeting Minutes

July 12, 2018

Members – Present

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

Guest Presenter

Amy Atkins, WV Center for Local Health

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. **Election of a Board of Health President for FY2019.**

Upon a motion by Dr. Rubin, seconded by Mr. Weber, Brenda Isaac was nominated to serve as President of the Kanawha-Charleston Board of Health (KCHD) for the fiscal year 2019. The motion passed unanimously.

b. **Approval of the minutes from the May 17, 2018 Board of Health meeting.**

Upon a motion by Mr. Weber, seconded by Dr. Rubin, the Board voted to approve the minutes of May 17, 2018, as submitted. The motion passed.

c. **Discussion of costs incurred by Kanawha County Emergency Ambulance Authority providing hepatitis A vaccinations and Kanawha County Commission President W. Kent Carper's letter to Dr. Rahul Gupta dated June 29, 2018.**

A letter dated June 29, 2018, from Kent Carper, Kanawha County Commission President, to Dr. Rahul Gupta, Bureau for Public Health, was discussed. The letter pertains to a request for reimbursement of costs from the Local Boards of Health Emergency Fund, administered by the Bureau for Public Health. These costs were incurred by county paramedic services as their personnel vaccinated Kanawha County residents during the ongoing Hepatitis A outbreak.

On behalf of the KCHD Board, President Isaac thanked the county and Kanawha County Emergency Ambulance Authority (KCEAA) for their assistance in visiting different populations and vaccinating 3,200 people.

Kanawha County Commission is asking for \$56,040.14 in reimbursement from the State's Local Board of Health Emergency Fund. Ms. Atkins, Director of the WV Center for Local Health, answered questions regarding the application process that includes expedited processing of the application by a team and expedited fund processing.

Ms. Kirk reported KCHD has also experienced unbudgeted out-of-pocket expenses of more than \$50,000.00 during the Hep A outbreak in the past four months, with no

anticipated end to the outbreak or associated expenses. She suggested the Board of Health apply for emergency funds, as well.

Upon a motion by Mr. Reishman, seconded by Mr. Weber, the Board voted to support the application of Kanawha-Charleston Emergency Ambulance Authority (KCEAA) for Local Board of Health Emergency Funds; and, to approve an application by the Kanawha-Charleston Health Department for reimbursement of expenses related to the recent Hepatitis A outbreak from the Local Board of Health Emergency Funds. The motion passed.

Ms. Kirk will submit a letter from the Board signed by President Isaac stating support of the Kanawha-Charleston Board of Health on behalf of KCEAA's application for Local Board of Health Emergency Funds; and she will also submit a letter from the Board signed by President Isaac on behalf of an application for the Kanawha-Charleston Health Department to receive reimbursement from the Local Board of Health Emergency Funds.

d. Discussion of hepatitis A outbreak and vaccination clinics.

Janet Briscoe, Epidemiology and Threat Preparation Division Director, also expressed gratitude for the personnel from the Kanawha-Charleston Emergency Ambulance Authority for assisting in the Hepatitis A vaccinations of many Kanawha County residents. She thanked Lorretta Haddy, State Epidemiologist, who has been embedded with KCHD staff during the Hep A outbreak, and other State employees have assisted with the follow-up of Hep A patients and by assisting in the input of the thousands of vaccination records into the WV Statewide Immunization Information System (SIIS).

Ms. Briscoe and Mr. Mills, Environmental Division Director, reviewed the Hepatitis A statistics, locally and statewide. They discussed how cases are identified and the health department's responsibilities to protect the public, particularly by vaccinating food industry employees, health care workers and Emergency Service personnel. Because the homeless population is extremely vulnerable, a meeting with representatives from county homeless shelters and kitchens was held to address plans to preempt the spread of Hepatitis A in the shelters and facilities through vaccination and improved sanitation efforts in communal bathrooms, showers and laundry facilities.

Ms. Briscoe reported the states of California and Kentucky are accepting that Hep A is endemic and are planning how to maintain programs based on suppressing the spread through vaccinations and efforts to get children's vaccinations updated.

e. Discussion of recruitment of the executive director/health officer position.

The draft document Executive Director/Health Officer Hiring Process Outline 2018 was reviewed. Upon a motion by Dr. Rubin, seconded by Mr. Weber, the Board voted to adopt the process with minor edits. The motion passed.

3. New Business

a. Discussion of letter of opposition to utility rate increases issued by Kanawha County Commission.

A letter dated July 10, 2018, from Kent Carper, Kanawha County Commission President, opposing the utility rate increases sought by Appalachian Power Company and West Virginia American Water was discussed.

Upon a motion by Mr. Weber, seconded by Dr. Rubin, the Board voted to support Kanawha County & Cities Association (KCCA) in efforts to oppose the utility rate increases. The motion passed.

Ms. Kirk will submit a letter from the Board signed by President Isaac agreeing to join KCCA.

b. Introduction of Medical Student

Dr. Gaziano introduced Jeffrey Niles, third year medical student at West Virginia School of Osteopathic Medicine. Mr. Niles spent time in each Division at KCHD during his two-week visit and shadowed Dr. Gaziano to observe Black Lung and Pulmonary Function Tests.

c. Director of Clinic Services

The Director of Clinic Services has resigned.

d. Public comment period.

There were no public comments.

4. Executive Session

Upon a motion by Mr. Reishman, seconded by Mr. Strawn, the Board voted to go into executive session to discuss legal matters. The motion passed.

Upon a motion by Dr. Rubin, seconded by Ms. Walker, the Board voted to return from executive session. The motion passed.

5. Adjournment

There being no more business, upon a motion by Mr. Reishman, seconded by Dr. Rubin, the Board adjourned until the scheduled September 20, 2018 meeting.

Respectfully submitted,



Lolita Kirk, Acting Executive Director



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