



Kanawha-Charleston Board of Health

Meeting Minutes

July 25, 2019

Members – Present

Dr. Arthur B. Rubin, President
Mr. Jeremy Nelson
Mr. Paul Nusbaum
Mr. Danny F. Scalise II

Member(s) – Excused

Dr. William Payne
Mr. Stephen Weber

Staff – Present/Presenters

Dr. Sherri Young
Janet Briscoe
Lori Kersey
Lolita Kirk
Carol McCormick
Stanley Mills
Deborah Snaman

1. Call to Order - President, Dr. Arthur Rubin

Dr. Rubin called the meeting to order at 4:32 p.m.

a. Roll Call – Kandy L. Forsythe

Ms. Forsythe conducted the roll call. Board members were present as listed above.

2. Report of the President – Dr. Arthur Rubin

a. Approval of the minutes from the May 16, 2019 Board of Health meeting

Upon a motion by Mr. Nelson seconded by Mr. Nusbaum to approve the minutes of May 16, 2019, as submitted, the motion passed.

b. Election of board President for FY2020.

Dr. Rubin informed the Board members it was time to elect the board President for FY2020. Mr. Nelson nominated Dr. Rubin and seconded by Mr. Nusbaum. Dr. Rubin elected board President for FY2020.

c. Oath of Office Dr. Young.

Dr. Rubin administered the oath of office to Dr. Young.

d. Introduction and Oath of Office Mr. Danny F. Scalise II.

Dr. Rubin introduced the newest board member, Mr. Scalise and administered the oath of office.

e. Resolutions.

Resolutions were read by Dr. Rubin for Dr. Gaziano, Mr. James Strawn, and Ms. Lolita Kirk, honoring their hard work and dedication to the Kanawha-Charleston Health Department.

f. Draft Shared Staffing Agreement with Putnam County Board of Health.

Dr. Rubin stated the Putnam County agreement needs to be updated. Agreement was prepared by boards attorney.

- Carol explained that any services or staffing provided by Kanawha-Charleston would be invoiced directly to their department and all the terms are included. Any services provided by Putnam would be invoiced directly to their department and again, all the terms are included.
- Currently there are two sanitarians that are employed by Kanawha-Charleston, as well as a part time. The part time sanitarian will end in September 2019. The other two sanitarians will go to Putnam permanently once training is completed in December 2019.
- Dr. Rubin asked if there has been any gain or loss of funds since Kanawha-Charleston has been handling Putnam since 2013? Carol stated that there has been NO GAIN OR LOSS. Dr. Rubin also asked, "Going forward we are not going to gain or lose with regards to Putnam". Carol stated, "No".
- Length of time for credentialing has caused a hiccup with Advanced MD. Carol is invoicing for ALL expenses. If something should happen and Putnam CANNOT get credentialed, they will have to decide on how to proceed with clinic services.
- Mr. Scalise asked if Putnam is covered with their own insurance and workman's comp. Carol answered that Putnam is covered and that Kanawha-Charleston is responsible for their own employees.
- Carol stated that if a neighboring county wants to contract us, for some kind of service, whether it be EPI or Dr. Young, etc., it'll have to come to the Board to be decided. We, Kanawha-Charleston, must justify the number of employees we have.
- Mr. Scalise moved to approve Carol's stated mileage changes Mr. Nelson seconds the motion. All motion to approve after changes made.

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

a. Staffing Announcements

Dr. Young introduced new employee's, Lori Kersey, David Abbott, and Nicholas King. Mr. Abbot and Mr. King were not present. Dr. Young stated that Ms. Kersey has been working diligently on social media, both Facebook and Instagram, to put a positive spin on Kanawha-Charleston Health Department. Ms. Kersey has been posting both current and future plans and the good that Kanawha-Charleston is doing for the people of Kanawha county. Dr. Young further stated that Ms. Kersey has been her right hand, going to various meetings and media events and appreciates her support.

b. Acknowledgement of Janet Briscoe

Dr. Young congratulated Ms. Briscoe on her certification on public health. Dr. Young stated that this is a very difficult undertaking and Ms. Briscoe should be pleased with herself and we at Kanawha-Charleston are very happy for her.

c. Status on HIV testing outreach activities and other coalitions

Dr. Young stated that she and Ms. Kersey have been actively working on the HIV testing. She and Ms. Kersey went to Covenant House on Wednesday, July 24, 2019 and had a productive visit. We do not have the HIV testing numbers but had a great conversation. There has not been an increase on HIV cases but being very diligent with relationships.

Also reached out to Health Right and met with leadership. With early detection being very important, we are really trying to be there for HIV early detection!

d. Policy, Review, and Revision.

- Dr. Young stated we do not have gross salaries posted to our website. Salaries will be posted on site to provide transparency.
- Dr. Young stated she wants to hear from the Directors, what they need from her to operate accordingly.
- Dr. Young stated she has met with each Division Directors and reviewed EPA's with them. Also came up with plans for growth in the future. Dr. Rubin stated it was a good idea that Dr. Young had done the appraisals. Dr. Rubin asked Dr. Young to look at the current staffing and job descriptions to ensure all looks good to her. Dr. Young further stated that she was looking into the Prevention and Wellness job, looking at several avenues.
- Dr. Young discussed the salary adjustment for the sanitarians. Further stating they work very hard and under very difficult conditions and wants to stay on top of this. Agency was notified today that salary changes were being implemented on August 31, 2019.

e. Collaboration.

- Dr. Young stated we are participating with the FlutFit Program. This is a collaboration with the American Cancer Society, an initiative where we would provide flu shots. Target is 1000, which is what was agreed upon with CAMC. Clients will also get a FitKit used to detect early colon cancer. The fecal amino acid collected in the privacy of the client's own home and is returned and tested for cancer. This is one step closer to preventing colon cancer!
- Dr. Young was pleased to announce that on September 21, 2019, we will be providing a Health Fair at the Kanawha-Charleston Board of Health. Working on getting discounted lab rates! We are reaching out to partner with Bonny's Bus to get mammograms, American Cancer Society and CAMC will also partner and we are hoping to have many more partners in this! We will highlight living donor transplants and invite Commissioner Carper and his daughter to speak regarding his experience with his kidney transplant, donated to him by his daughter. There are hundreds on the list that need kidney's and we want to bring people out and test them in hopes of finding matches.

f. Strategic Plan.

- Dr. Young stated the Strategic Plan, page 2, looking at maintaining accreditation process, has been submitted. Dr. Young mentioned it had several deficiencies. Next piece is due in January 2020 and we will start working on that piece. Regarding the administrative services, we have had a lot on hold until we have our PIO here. Lori has done a great job on connecting with the public and social media! We are strengthening personnel, having meetings and will continue in this direction. Installed new phone system today, so a very confusing and hectic day as we all get used to a new phone system. PMQI, currently nothing to report, we are working on initiatives. Big piece is making relationships and getting with the public. We will be getting with the public and screen for colon cancer, flu shots and help the public. The accreditors like to look at these kinds

of projects. With regards to Hep A, we are going to work on improving standards.

g. Harm Reduction Supplies.

- Dr. Young stated her last order of business was on harm reduction supplies and to make them available to redistribute. As the requests come in, we will have board approval ahead of time, and include tracking of numbers.

Mr. Nelson asked how the reduction was going to take place, with regards to the supplies. Ms. McCormick stated there are restrictions on how this can be done since the harm reduction supplies were purchased with Grant Funding. There are not only syringes, but also a great deal of white bottles. Mr. Nelson suggested that it may be better to seek out an organization with a "one and done" and get the harm reduction supplies out of here. Both Ms. McCormick and Mr. Nelson agreed liking the idea of the harm reduction supplies being gone all at once, vice in pieces. There are two counties that Ms. McCormick knows of. Mr. Nelson once again reiterated the need for the supplies to go to someone who can take them all, one and done.

Mr. Scalise asked if anyone had talked to greater Kanawha Valley? Response was "no", but that Ms. Briscoe would. A lot of the syringes are diabetic needles. Ms. Briscoe suggested the go to the Diabetic Association and will look into that further. Mr. Scalise suggested also, that they be given to a nonprofit hospital and use them for something good. Ms. McCormick will look into that.

No additional questions for Dr. Young on any of the above stated topics. Dr. Young further stated she knows this is a difficult issue.

4. Report of the Division of Administrative Services – Ms. Carol McCormick

a. Presentation and discussion of staffing report

Ms. McCormick stated there are four openings. Two were filled, Nurse and Accounting Technician. The Threat Preparedness, looking to reuse the current position description. Department is also looking to change the Health and Human Resources position.

b. Presentation and BOH Acknowledgement of FY20 Annual Program Plan Submission to the Bureau for Public Health

Ms. McCormick stated that the annual program plan is in the binder for review. Just needs to be signed by Dr. Young and Dr. Rubin. Annual program plan was signed by Dr. Young and Dr. Rubin.

c. Transfer of Putnam's Capital Assets

Ms. McCormick stated there are three vehicles purchased with state funding. There is a storage unit for which Putnam is paying for. Vehicles are insured under us as well. Once signed over, we can take off our insurance.

Mr. Nusbaum asked if we need to get advice of our attorney on these vehicles. Ms. McCormick said the attorney will look at paperwork over with regards of these three Putnam vehicles.

Dr. Rubin asked if we no longer have these three vehicles, do we need more vehicles? We never used them.

Mr. Scalise asked if they are paying us back for the vehicle insurance. Ms. McCormick will review cost and invoice.

5. Report of the Division of Clinic Services – Ms. Deborah Snaman

a. Back to School Vaccination Clinic

Ms. Snaman stated the clinic is gearing up for back to school. Clinic will be administering back to school vaccinations August 5-9, 2019. Walk in times are being offered 8:30 a.m. to 3:30 p.m.. Clients do not have to wait until August 5th, they can come in early! Dr. Rubin asked if we have the requirements for the school shots. Ms. Snaman stated that we do.

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

a. Presentation and discussion of activity report

Mr. Mills presented totals for FY19, which is also included in the binder, and stated that they are decent but lots of people in training. Mr. Mills stated they do a lot of hard work, which includes 2500 restaurant inspections and 600 complaints. The county is supported directly by them. Statistics are better than five years ago.

David Winowich has been promoted to Sanitarian Supervisor. David has been here with us for 23 years!

b. Discussion of Food Truck Inspections

Mr. Mills presented update on food trucks as requested by Dr. Rubin. Mr. Mills stated there are 48 permits issued and 38 are active and there are 10 that will probably never run again. Trucks are cheaper to buy license for the year. With the truck, everything must be prepared on site. When question was asked regarding how they handle water and waste, Mr. Mill explained the tank must be filled with city water, 30% larger than water tank for waste. No dumping in septic tank, strict standards. Mr. Nelson asked if the trucks were inspected like restaurants? Mr. Mills stated the trucks are probably inspected more often than restaurants and you will see it posted as well.

Several of the sanitarians and Mr. Mills, going to the Boy Scout Jamboree to do inspections during next week.

There were no questions regarding the food trucks.

c. Mosquito Updates.

Mr. Mills presented update on mosquitos. What has been collected you can find in the binders. Interesting, because we do have the species, we worry about that carries diseases. Mr. Mills stated that he had been told the State is going to shut down the program and redirect funding to pay raises for their employees. Dr. Rubin asked what will we do if the State does shut down the program? Mr. Mills said we will continue to collect and test to see what we have. It is about \$4.00 to run a test and that he would even pay for that himself, cheap process. Mr. Mills further stated he would advise people on what they can do and what we are finding in these tests. Mr. Mills stated that the two we worry about are container breeders. People need to be advised to work hard to clean up their trash. There is a lot of nonchemical treatment, but never totally eliminated. Not sure if the state will actually shut down the program, we'll see. Dr. Young stated she can follow up with that to see where it is actually going? There were not questions.

7. Report of the Division of Epidemiology and Threat Preparedness – Ms. Janet Briscoe

a. Presentation of division activities thru July 1, 2019.

Ms. Briscoe informed the Board that tickborne Lyme Disease cases are increasing. West Virginia had 136 cases in 2014 and 648 in 2017. West Virginia is now considered a high incidence state. Kanawha County had 13 cases of Lyme's disease reported in June and 11 in July. Ms. Briscoe provided informational pamphlets to the Board on tickborne diseases.

b. KCHD FY19 EPI Case Report Quarter 4 Infectious Disease Investigations.

Ms. Briscoe further stated that she has applied for \$53,000 funding through The Greater Kanawha Valley Foundation to expand rapid testing for HIV and Hep C in outreach locations and to provide public education to reduce the stigma of HIV. If the grant is accepted, KCHD will be able to focus on more rural areas of the county that have been adversely affected by the opioid epidemic. The grant is currently under review and awards will be announced in September.

Ms. Briscoe stated that through the KCHD partnership with WV Health Right and the Ryan White Program there have been over 600 high risk individuals tested for HIV at Covenant House this year. Only one new positive case was identified. Data provided by Christine Teague, Director of the Ryan White Program, identified 5 new Kanawha County referrals to the program this year. None of those referred reported drug use as a risk factor. The recent HIV outbreak in Cabell County has identified a shift in cases now related to injection drug use and sharing of needles.

Mr. Scalise asked if there was an education portion of what they are doing. Ms. Briscoe stated yes, there is a funding for PR and community meetings stating what HIV is and the fears.

8. Unfinished Business

a. Public Comment Period

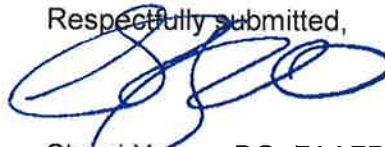
None

Dr. Rubin noted the next meeting is scheduled for September 19, 2019 at 4:30 p.m.

9. Adjournment

Dr. Rubin motioned to adjourn seconded by Mr. Nelson. The Board adjourned.

Respectfully submitted,



Sherri Young, DO, FAAFP
Executive Director/Health Officer

