

CABELL-HUNTINGTON HEALTH DEPARTMENT
Board of Health Regular Meeting –January 22, 2014

Board Members Present:

J. Larry Crawford
Harriette Cyrus
Thomas Gilpin, Atty.
Donna Rumbaugh
Omayma T. Touma, MD

Board Members Absent:

Kevin Yingling, MD

Staff Members Present:

Harry K. Tweel, MD, FCCP
Tim Hazelett, Administrator
Stanley Mills, HHR Program Manager I
Jack Mease, Accountant
Elizabeth Ayers, CTF Regional Program Manager, PIO
Karen Hall-Dundas, Sanitarian Supervisor
Kay Dick, Secretary

Called to order at 4:58 PM.

New Board Members:

Mr. Gilpin introduced and welcomed our 2 new Board members; J. Larry Crawford, who replaced Sally Oxley, and Donna Rumbaugh, who replaced Greg Howard.

Election of Chair and Vice-Chair:

A motion to elect Mr. Gilpin as Board Chairperson for year 2014 was made by Dr. Touma, seconded by Ms. Cyrus and passed.

A motion to elect Ms. Cyrus as Board Vice-Chairperson for year 2014 was made by Mr. Gilpin, seconded by Dr. Touma and passed

Approval of Minutes:

A motion to approve the minutes for November 23, 2013 was made by Ms. Cyrus, seconded by Dr. Touma and passed.

Environmental Health/Threat Preparedness:

Threat Preparedness:

Mr. Mills distributed a CDC report and other information to the Board members regarding the recent chemical spill in West Virginia. He stated it is unknown what the consequences are of ingesting this chemical. We do know it is a skin and eye irritant. There are approximately 1,700 permitted facilities in Kanawha County, and all were asked to close by the local Health

Department. Once these facilities were given permission to re-open, we sent our sanitarians there to help with inspections and make sure the facilities followed the proper flushing/cleansing protocols. We also helped Boone County get their schools inspected so they could re-open. In Cabell County there were only 3 facilities in the Culloden area that we had to inspect. He said CDC is proposing that about 210 households be asked to complete a questionnaire to get their opinion of the response to this spill.

Mr. Gilpin asked if there were any Culloden residents that went to the hospital because of exposure to the chemical? Mr. Mills said not to his knowledge. Dr. Touma asked if anyone will do follow up on any patients that were seen/treated at hospitals? Mr. Mills said the State Health Department will do this.

Dr. Touma asked what the response time was after the spill was reported? Mr. Mills said 48-72 hours for government help. Dr. Tweel said our local response for Cabell County was quicker. Mr. Mills said our health department received accolades for our assistance from the Kanawha County health officer as well as the DHHR Secretary.

Environmental Health:

Mr. Mills reported that the new HealthSpace inspection program is still a work in progress, but getting closer to completion every day.

Nursing:

Dr. Tweel gave the nursing report in Ms. Napier's absence. He stated the TB cases are winding down, we are doing 3 month follow ups on the contacts. He also said we no longer have a doctor to run the twice a month TB clinic. He will run this clinic until we have another physician to cover it. The new chief of infectious disease at Marshall has stated he doesn't have the staff to send to our Thursday clinics; however, this may change in March, as they hope to hire more staff then. He reported our Nurse Practitioner started employment today and will be able to do some screening without a physician present.

Epidemiology:

Dr. Tweel reported our regional epidemiologist, Debbie Ellison, has been very helpful collecting epidemiological data during the TB outbreak, which he presented at the health officers' summit in December.

Change The Future (CTG):

Ms. Ayers announced that as of 12/2/13 she accepted the position as Director of the CTG program. These duties were incorporated into her current duties as Public Information Officer. She also introduced the newest CTG employee, Kim Rhoton, Prevention Coordinator, who covers the counties of Cabell, Jackson, Mason, Putnam and Wayne. Ms. Ayers advised she is in the process of hiring a 2nd coordinator and hopes to be fully staffed by the next Board meeting.

Public Information Officer:

Ms. Ayers said November and December were very busy months and thanked Mr. Hazelett for his help during this transition period. She also reported that she has attended Heads Up

Huntington (a new app that can be downloaded on Google) Training. She explained this is an app that is to be used for reporting emergencies in our area.

Ms. Ayers also stated that we did an in-kind partnership with the YMCA for a \$20,000 grant through United Way for the Kids in Motion program, which is at the YMCA and targets childhood obesity. She further stated that there will be a pre-diabetes program at the health department, which is a year-long program, starting 2/5/14. This program is open to health department employees and volunteers, and 13 people have signed up to participate. She hopes to offer this program to the public next year.

Dr. Touma asked what is being done about tobacco prevention? Ms. Ayers said our regional tobacco coordinator attends many coalition meetings. Anyone who is interested in tobacco cessation is referred to the local hospitals for classes.

Tobacco:

This report was accepted as submitted.

Financial Report:

Mr. Mease reported that for the month of November expenditures exceeded revenues by 265%. YTD receipts have exceeded expenditures by 4.76%. With 41.67% of the fiscal year behind us, expenditures are 44% of projected budget and receipts are 49% of projected budget. For the month of December expenditures exceeded revenues by 424%. YTD expenditures exceeded receipts by 8.2%. With 50% of the fiscal year behind us, expenditures are 51% of projected budget and receipts are 52% of projected budget. We had low revenues for the months of November and December, but we have already received \$338,000 in January. Vaccine purchases and building repairs accounted for large expenditures during November and December. Mr. Gilpin noted we did not receive any State aid during this period. Mr. Mease said no, but we have received \$100,000+ in January, as these are quarterly payments, not monthly.

Ms. Cyrus questioned two large mileage expenses; Mr. Mease explained one was to the nurse who has been covering our TB cases and that was for a 3-4 month period. The second was to our regional tobacco coordinator, and she travels throughout several counties.

Mr. Hazelett also advised we should be receiving grant funds, as we didn't receive the forms that needed to be completed until mid-December.

Approval of Expenditures:

A motion to approve the invoices for November and December 2013 was made by Ms. Cyrus, seconded by Dr. Touma and passed.

Administration – Tim Hazelett:

Mr. Hazelett reiterated how helpful the environmental staff was to help during the chemical spill and wanted the Board to know he commended Mr. Mills and Ms. Hall-Dundas for their quick response to this disaster.

Mr. Hazelett also advised the Board of several long term employees that received years of service recognition at our last All Staff meeting: Karen Hall-Dundas, 35 years, Kim Lockwood, 30 years, Jenny Erwin, 20 years, Debbie Ellison, Teresa Mills, and Forrest Wamsley, all 10 years. He also noted that Ms. Ayers had submitted Ms. Napier's name to the WV Immunization Network for an award for working to improve immunization rates in our area, and Ms. Napier will receive this award on 1/28/14 in Charleston.

Mr. Hazelett reported that repairs to the West side of our building are complete and there are no leaks at this time. There are two offices that were damaged by those leaks and we hope to get them repaired soon. He also gave an update on the generator replacement. He gave the two new Board members background information on this problem. A letter has been sent to Homeland Security asking for \$150,000, and they are trying to find funding for this project. They may not have an answer until June, as that is when their grant year ends.

Mr. Hazelett also advised the 9 issues brought up in our Board of Risk inspection are 99% complete. The only issue still ongoing is putting a fire proof plug in any holes in the walls that an electrical wire goes through. These are being corrected as they are found.

Mr. Hazelett said the online 2014 strategic plan is completed, and requested it be signed by Dr. Tweel and Mr. Gilpin. This online format should be used from now on, and must be sent to the State yearly.

Administration – Dr. Tweel:

Dr. Tweel commended Mr. Hazelett and Mr. Mease on their ability to electronically collect data that has been done by hand in the past. This has been a huge time saver.

Dr. Tweel asked the Board to approve the final draft of the Social Media Policy, which was modified to fit our needs from the one the State uses.

A motion to accept the Social Media Policy was made by Ms. Cyrus, seconded by Dr. Touma and passed.

Dr. Tweel advised the PACT members are meeting twice a month and have moved past the planning stage to now focus on actions to fulfill the Strategic Plan. Mr. Gilpin asked if the two new Board members had a copy of the Strategic Plan? Ms. Rumbaugh stated she does not; Dr. Tweel advised he will see that she gets a copy.

Dr. Tweel mentioned that some people who got flu shots still got the flu this season. The reason for this is it is a slight variant of the H1N1 that is in the current vaccine and people do get some partial protection from it, so we are still urging people to get the flu vaccine. Mr. Gilpin asked the shelf life of flu vaccine? Dr. Tweel said it is generally said to be 6 months, but that can go up to 8-12 months. Mr. Gilpin asked what is done with unused vaccine? Dr. Tweel advised we have used what vaccine we received, and have gotten more from Lincoln County health department, so we hope to not have any unused vaccine.

Dr. Tweel covered upcoming legislative issues, such as a push to allow raw milk sales. We are against this bill as there have been infectious outbreaks nationally. Another bills makes the county commissions responsible for reviewing and signing off on all board of health regulations. This is making the County Commissioners the board of health; we are also against this bill. The State Board of Health is also pushing to charge for HIV testing due to a lack of federal funding to support it; we have no objection to this legislation.

The vaccine lawsuit against Cabell County has been dismissed; the Supreme Court ruled that what we are doing is legal.

Dr. Tweel also stated there have been some changes in the reportable infectious diseases guidelines and advised the Board he would give them a copy of the new form if they wanted it.

Mr. Gilpin asked if we will have a State representative at the next Board meeting? Dr. Tweel said he has spoken with someone and they said yes, but he will check with them again when it gets closer to the meeting.

The Board agreed to keep the Board meeting schedule as it currently is through June 30, 2014.

Mr. Gilpin asked if there was any more business. There being none, the Board adjourned at 6:10 p.m.

The next Board Meeting is scheduled for February 26, 2014 at 5:00 p.m.

Respectfully submitted,

Harry K. Tweel, MD, FCCP
Secretary

Approved:

Thomas H. Gilpin, Chairman
Cabell-Huntington Board of Health