

CABELL-HUNTINGTON HEALTH DEPARTMENT
Board of Health Regular Meeting –February 26, 2014

Board Members Present:

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

Staff Members Present:

Harry K. Tweel, MD, FCCP
Tim Hazelett, Administrator
Kathleen Napier, Nurse Director
Stanley Mills, HHR Program Manager I
Jack Mease, Accountant
Elizabeth Ayers, CTF Regional Program Manager, PIO
Karen Hall-Dundas, Sanitarian Supervisor
Kay Dick, Secretary
Carol Simmons, RN
Chris Edwards, RN

Called to order at 5:02 PM.

Approval of Minutes:

A motion to approve the minutes for January 22, 2014 was made by Ms. Cyrus, seconded by Dr. Touma and passed.

Board Orientation:

Amy Atkins, DHHR, was to speak tonight on board orientation, but was unable to attend. Mr. Gilpin advised she will try to come to the next meeting.

Environmental Health/Threat Preparedness:

Mr. Mills spoke about the water crisis in Charleston. We want to make sure we don't get caught shorthanded and that we understand the challenges in the event a disaster strikes our area. He and Ms. Hall-Dundas went to a meeting at Congressman Rahall's office and will continue to meet to look at facilities permits to make sure they are in compliance in case of a hazardous spill.

He also gave an update on the City of Huntington landfill. There have been allegations by news media that there is radioactive material leaching out of the landfill to a point that it would be about ½ mile from the Ohio River slightly above the water intake station. Our sanitarians have done a good job of interviewing people, conducting internet research and pulling information together, as well as attempting to talk with present and former employees of Special Metals to try to determine what happened to some of those hazardous materials. Next week we will meet with

the Mayor and his staff to get permission to go to the landfill and do a walk through, and maybe take some radioactive monitoring equipment as well. Hopefully when the landfill is closed, they will put clay caps on it, as that will contain the material.

Mr. Gilpin asked if we are ready in case of a disaster such as happened in Charleston? Mr. Mills said yes, we have a REDI notification system that will let entities know if an incident occurs. Dr. Tweel said our staff cooperated very well with Kanawha County during the water crisis.

Nursing:

Ms. Napier said the clinic staff has gone to the City Mission twice to give flu shots to staff and residents. They have also gone to MU campus twice this semester as well as last semester, and gave approximately 140 flu shots to students/staff. We are still going monthly to University OB/GYN to give TDaP vaccinations to their high risk patients. We have scheduled 5 STD testing clinics on MU campus this semester, and hopefully will continue this in the fall. We are still going to the treatment center weekly to give Hepatitis B shots. We have received an additional \$29,000 through the Hepatitis B Project to continue this program. The goal is to get patients to complete at least 2 of the series of 3 shots, and we have had great success with this goal.

Dr. Tweel said we have a new TB case and are currently investigating contacts. Mr. Gilpin asked how long the direct observed therapy (DOT) lasts? Ms. Napier said it can be anywhere from 9-12 months, depending on the type of TB, age or health condition of the person.

Dr. Yingling asked if we have explored making the Hepatitis vaccine available to patients where Hepatitis C is prevalent, such as Ebenezer or the jail? Ms. Napier said yes, we have discussed making the vaccine available through other venues, but there is only so much funding available.

Epidemiology:

Dr. Tweel said there were 8 regional epidemiologists in West Virginia, but funding has been cut; one of those positions has been eliminated, with possibly a second forthcoming.

Change The Future (CTG)/Public Information Officer:

Ms. Ayers said she has done several interviews with the media about the importance of getting flu vaccinations. There was an open position for the CTG program and she has been busy interviewing 19 applicants. It was narrowed down to Casey Napier, who was hired and started work on 2/24/14. She hopes to introduce her at next month's Board meeting.

She also reported she attended a state wide farm-to-school program. Cabell County is leading the state in this program. This will be a strong focus for the CTG team this summer.

Mr. Gilpin asked if there has been a noticeable reduction in childhood obesity in our area? Ms. Ayers said there are no current statistics available, but that is something that we are working on, such as partnering with the Kids In Motion program through the YMCA.

Dr. Tweel thanked Ms. Ayers for an interview she did on WSAZ TV promoting the Special Needs Registry; we received 15-20 applications from this interview.

Dr. Yingling said physicians in the MU Internal Medicine Department had a paper accepted for national publication on the 3 specific negative outcomes from the derecho. Could we use this as an advertisement for the special needs program? He also noted that geriatric and balance centers would be good places to have special needs flyers available. Ms. Ayers advised flyers (13,000+) were sent home with every child attending Cabell County schools this month. Mr. Crawford asked if we have visited area churches? Ms. Ayers said yes, she has probably given talks at 10 churches. Ms. Rumbaugh suggested putting information on the city website, have we talked to Brian Chambers about this? Ms. Ayers said this is a great idea and she will contact him.

Tobacco:

This report was accepted as submitted.

Financial Report:

Mr. Mease reported that for the month of January, revenues exceeded expenditures by 61.8%. He pointed out that we had to return \$13,106 to DHHR for funds we didn't spend from the tobacco grant. YTD receipts have exceeded expenditures by 1%. With 53.8% of the fiscal year behind us, expenditures are 59.65% of projected budget and receipts are 64.86% of projected budget. Dr. Yingling asked why we did not spend the funds from the tobacco grant? Dr. Tweel said this was due to being without an accountant for a period, and by the time we hired Mr. Mease and got a handle on the finances, it was too late to spend that money. This should not be a problem in the future.

Approval of Expenditures:

A motion to approve the invoices for January, 2014 was made by Dr. Touma, seconded by Dr. Yingling and passed.

Administration:

Mr. Hazelett asked the Board to approve the Purchase Order and P-Card Policies. Dr. Touma asked how many employees have P-cards, and is it necessary? Mr. Hazelett advised about 15, as anyone who orders anything for the health department, or uses a company car, has to have a P-card for those purchases. We get a 2% rebate every time the card is used, so this will generate a large amount of income for the health department. There is a very detailed process in place to oversee the P-card expenditures, so the chance for misuse is very minimal.

A motion to approve both the Purchase Order and P-Card Policies was made by Dr. Yingling, seconded by Ms. Cyrus and passed.

Mr. Hazelett advised we have signed a 5 year lease agreement for 3 new copiers, one for each floor. This will save us money in the long term.

Mr. Hazelett also asked the Board for approval on updating our X-ray equipment software at a cost of \$15,000 for the first year, then \$3,200 a year after that. Dr. Yingling asked what services are provided through X-rays? Dr. Tweel said for TB only at the present. Dr. Yingling asked if we get revenue from this service? Dr. Tweel said no, TB is a mandated treatment requirement. We do get reimbursed for our services, and the X-ray tech is provided by the State, so the ongoing use is supported, but the equipment is ours. Dr. Yingling asked if X-rays may be used

for any other purpose in the future? If so, is this new software package enough to cover that future use? Dr. Tweel said we may possibly do X-rays for other programs in the future.

A motion to approve the upgrade of the health department X-ray software was made by Dr. Yingling, seconded by Dr. Touma and passed.

Mr. Gilpin asked if there was any more business. There being none, the Board adjourned to Executive session at 6:07 p.m.

The Board reconvened to regular session at 6:22 p.m. and adjourned at 6:23 p.m.

The next Board Meeting is scheduled for March 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