

CABELL-HUNTINGTON HEALTH DEPARTMENT
Board of Health Regular Meeting –April 27, 2016

Board Members Present:

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

Board Members Absent:

Staff Members Present:

Tim Hazelett, Administrator
Jack Mease, Accountant
Elizabeth Adkins, Health & Wellness, PIO
Casey Napier, Accreditation Coordinator/Grant Writer
Rodney Melton, Sanitarian Supervisor
Kathleen Napier, Nursing Director
Laura Johnson, Secretary
Allen Woodrum, Information Technology Manager
Carol Simmons, Nurse
Karen Hall-Dundas, Sanitarian Supervisor
Debbie Ellison, Regional Epidemiologist
Margi Blankenship, AmeriCorps
Deb Koester

Visitors:

Jake Conley, WSAZ

Called to order at 5:00 PM.

Approval of Minutes:

There was a discussion on the March 2016 Board of Health meeting minutes. Mr. Crawford made a motion to approve the March Board of Health meeting minutes as amended. Mrs. Rumbaugh seconded, and the motion was approved.

Environmental Health/Threat Preparedness:

Karen presented the Environmental Health/Threat Preparedness Report. The board welcomed Margi Blankenship, an AmeriCorps. The Environmental Health/Threat Preparedness Report was approved as presented to the Board.

Nursing:

Kathleen presented the Nursing report. There was a discussion on the importance or need of collecting syringes. The Nursing Report was approved as presented to the Board.

Information and Technology:

Allen presented the Information and Technology Report. The Board reviewed the new website. The Information and Technology Report was approved as presented to the Board.

Epidemiology:

Debbie presented the Regional Epidemiology Report, which included regional epidemiological trainings and meetings held in the past month, field and partner education that was completed, and disease investigation and surveillance undertaken. This included timeliness reports which are generated on a monthly basis and presented to establish timeliness of communicable/infectious disease reports completed and submitted to the State and CDC. The Regional Epidemiology Report was reviewed and approved as presented to the Board.

Health & Wellness Director/Public Information Officer (PIO):

Elizabeth presented the Health and Wellness/PIO Report. The Health and Wellness/Public Information Officer Report was approved as presented to the Board.

Regional Tobacco Prevention Coordinator Report:

The Regional Tobacco Prevention Report was approved as presented to the Board.

PACT/Accreditation Report:

Rodney presented the PACT/Accreditation Report. The PACT/Accreditation Report was approved as presented to the Board.

Financial Report:

Jack presented the Financial Reports for March 2016.

Approval of Expenditures/Financial Report:

A motion to approve the cash expenditures for March 2016 was made by Mrs. Cyrus, seconded by Dr. Touma, and passed.

Administration:

Tim presented the Administration Report. The Administration Report was approved as presented to the Board.

Physician Director's Report:

Tim presented the Physician Director's Report. Dr. Yingling made a motion to approve the City of Huntington Police and Fire Departments Naloxone Standing Order Policy. Mr. Crawford seconded and the motion was approved. The Physician Director's Report was approved as presented to the Board.

Executive Session

The Board adjourned to executive session at 5:55pm.

The Board called regular session back to order at 6:15pm.

There was no action taken in the executive session.

There have been changes in personnel that necessitates a change in the Organizational Chart. Dr. Yingling made a motion to approve the changes in the Organizational Chart and if necessary use this chart as a request to the state personnel board for the position change as noted. Mrs. Rumbaugh seconded and the motion was approved.

In honor of National Administrative Staff Appreciation Day, the board recognized Laura Johnson, Myra Cheek, Jodi Johnson, Sharon Smith, Sherry Webb, Lynne Hudson, Sue Bock, and Tanya Abbott.

The Cabell-Huntington Health Department will be acknowledging the work it does by displaying plaques in the Administrative hallway. Our first plaque is displaying the Herald-Dispatch article featuring Rodney Melton.

Dr. Touma motioned to adjourn, and passed. The meeting adjourned at 6:20p.m.

The next regular Board meeting is scheduled for May 25, 2016 at 5:00 p.m.

Respectfully submitted,

Michael Kilkenny, MD, MS
Physician Director, Cabell-Huntington Health Department

Approved:

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

CABELL-HUNTINGTON HEALTH DEPARTMENT
Board of Health Executive Meeting –April 27, 2016

Board Members Present:

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

The Executive Session was called to order at 5:55pm.

Executive Session ended at 6:15pm and the Board reconvened into regular session at that time.

Respectfully submitted,

Michael Kilkenny, MD, MS
Physician Director, Cabell-Huntington Health Department

Approved:

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