

**CABELL-HUNTINGTON HEALTH DEPARTMENT**  
*Board of Health Regular Meeting –April 26, 2017*

**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:**

Michael Kilkenny, MD, MS, Physician Director  
Tim Hazelett, Administrator  
Jack Mease, Accountant  
Casey Napier, Accreditation Coordinator/Grant Writer  
Kathleen Napier, Nursing Director  
Kim Lockwood, Epidemiologist  
Teresa Mills, Regional Tobacco Coalition Coordinator  
Allen Woodrum, Information Technology Manager  
Heather Wood, Nurse Practitioner  
Debbie Ellison, Regional Epidemiologist  
Laura Johnson, Secretary  
Grace Kalmus, PHAP  
Elizabeth Adkins, Public Information Officer and Health and Wellness Coordinator  
Forrest Wamsley, Sanitarian  
Keith Lee, Sanitarian

**Visitors:**

Mitch Sutton, WSAZ

Called to order at 5:00 PM.

**Approval of Minutes:**

Dr. Touma made a motion to approve the March 2017 Board of Health Meeting minutes. Mrs. Rumbaugh seconded, and the motion was approved.

**Mosquito Ordinance**

The Cabell-Huntington Health Department posted the Mosquito Ordinance in the Herald-Dispatch, at City Hall, County Commissioners Office, and the Public Library for the 30 day comment period. No comments were received. No comments were made at the Board Meeting. Mr. Crawford made a motion to approve the Mosquito Ordinance. Mr. Gilpin seconded and the Mosquito Ordinance was approved by the Board of Health.

**Environmental Health/MRC:**

Keith Lee presented the Environmental Health Report. The solid waste complaints pertain to garbage around houses.

### **Threat Preparedness:**

Grace presented the Threat Preparedness Report. CDC funding has been granted for two additional radiological equipment. The Cabell-Huntington Health Department is part of the Southern Radiological Strike Team that would report in a radiological event.

### **CHHD Epidemiology:**

Kim presented the Epidemiology Report. Fifteen Hepatitis B cases were investigated during the month of March. Dr. Yingling encouraged the Health Department to inform patients of the Harm Reduction Program during the positive case exploration. The Cabell-Huntington Health Department is collecting and tracking data on the percent of Hepatitis B and Hepatitis C positive results. The acute cases increase is IV drug use related.

### **Nursing:**

The Nursing Report was presented.

### **Information and Technology:**

Allen presented the Information and Technology Report. Allen is working with the state to construct a wireless system that will be connected to the state network and have a Wi-Fi guest network that is state supported and secured. The wireless system is not related to paperless medical records, but will give all employees access anywhere in the building. Dr. Yingling suggested Health Department specific popups to be incorporated into the guest network. The main page update will include a calendar of events and the top five upcoming events on the left-hand side of the page. Guest will also have the option to sign up for an account. The information obtained will be used to send messages to those accounts. The Cabell-Huntington Health Department has both a Facebook and Twitter account.

### **Regional 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 timelines of communicable/infectious disease reports completed and submitted to the State and CDC. The Cases Completed Greater than 30 Days data is used to track how well each county is completing cases in a timely manner and to illustrate the need for additional resources. Cabell County completed 15 cases outside of the 30-day goal. 5 cases are still outstanding, due to the two other (state and regional) levels of review before closure.

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

Elizabeth presented the Health and Wellness Report. Tobacco ads, paid for through the United Way Grant, are currently posted at the pumps of three Marathon stations.

### **Regional Tobacco Prevention Coordinator Report:**

Teresa presented the Regional Tobacco Prevention Report. The smoking rate breakout per county data presented is collected by the state through a random call system. 160 random phone numbers were called and asked a series of questions. The data is misleading due to this method.

### **Public Health Associate Program**

Grace presented the Public Health Associate Program Report.

### **PACT/Accreditation Report:**

Casey presented the PACT Report. Mr. Gilpin said the mock site visit was a very good exercise. The Board of Health will participate in a Board Summit to review Domain 12 and the site visit process. All members agreed a Wednesday afternoon would best fit their schedules.

**Financial Report:**

Jack presented the Financial Report. A motion to approve the March 2017 Invoices and Receipts was made by Mr. Gilpin, seconded by Mrs. Rumbaugh, and approved.

**Administration:**

Tim presented the Administration Report. The two vacant positions have been filled. The full-time nursing position will be filled by a current part time nurse. A Marshall University Spanish Major individual has been hired to fill the part time Office Assistant position. This individual will be utilized throughout all departments for translation. We have received confirmation that we will receive FEMA reimbursement for our emergency response in the Nicholas County flooding.

**Physician Director's Report:**

Dr. Kilkenny presented the Physician Director's Report. \$90,000 has been granted through the Benedum Grant to support Harm Reduction expansion. The money will be split three ways. \$30,000 will be given to the Kanawha-Charleston Health Department. \$30,000 will be used to expand the Cabell-Huntington Health Department's Harm Reduction Program and \$30,000 will be used to form a coalition between Putnam, Kanawha-Charleston, and Cabell-Huntington health departments. The coalition will conduct Harm Reduction efforts along the I-64 corridor, which covers 20% of the population. In partnership with Marshall University, a Neisseria Meningitis seminar was conducted and successful.

A motion was made to accept and approve the department reports provided in writing to us before this meeting, reviewed and amplified by the staff at this meeting and set forth in the agenda for the meeting by Mrs. Rumbaugh, seconded by Dr. Touma, and passed.

The meeting adjourned at 5:45 p.m.

The next regular Board meeting is scheduled for May 24, 2017 at 5:00 p.m.

Respectfully submitted,



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

Approved:



Harriette Cyrus, Chairman  
Cabell-Huntington Board of Health