

CABELL-HUNTINGTON HEALTH DEPARTMENT
Board of Health Regular Meeting –May 25, 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:

Michael Kilkenny, MD, MS, Physician Director
Tim Hazelett, Administrator
Elizabeth Adkins, Health & Wellness, PIO
Casey Napier, Accreditation Coordinator/Grant Writer
Rodney Melton, Sanitarian Supervisor
Karen Hall-Dundas, Sanitarian Supervisor
Kathleen Napier, Nursing Director
Teresa Mills, Regional Tobacco Coalition
Debbie Ellison, Regional Epidemiologist
Laura Johnson, Secretary
Allen Woodrum, Information Technology Manager
Kim Lockwood, Epidemiologist
Carol Simmons, Nurse
Heather Wood, Nurse Practitioner
Deb Koester
Forrest Wamsley, Sanitarian
Mike Stacy, Sanitarian

Visitors:

Sharon and Tim Scott
Taylor Stuck, Herald-Dispatch

Called to order at 5:00 PM.

Approval of Minutes:

Dr. Touma made a motion to approve both the regular and executive April 2016 Board of Health Meeting Minutes. Ms. Rumbaugh seconded, and the motion was approved.

Accreditation Application

Mr. Gilpin submitted the Cabell-Huntington Health Department PHAB Application for Accreditation.

Annual Budget

The Board reviewed the FY2017 budget proposals, 2%, 5%, and 8% decrease with no personnel raises proposed. Administration recommended the 5% budget decrease. Mr. Crawford made a motion to

approve a 5% annual budget decrease rate for fiscal year 2017, July 1, 2016-June 30, 2017. Ms. Cyrus seconded, and the Annual Budget was approved.

Annual Plan

The Board of Health reviewed the Annual Plan. Two revisions were requested, Mr. Gilpin's home address and the spelling of Ms. Cyrus's first name. Ms. Cyrus made a motion to approve the Annual Plan with corrections. Ms. Rumbaugh seconded, and the Annual Plan was approved.

Environmental Health/Threat Preparedness:

Karen presented the Environmental Health/Threat Preparedness Report. The Environmental Health/Threat Preparedness report was approved as presented to the Board.

Epidemiology

Kim presented the Cabell-Huntington Health Department Epidemiology Report. The criteria for Hepatitis C has lessened, so rates of that disease may increase. The Board approved the Epidemiology report as presented.

Nursing:

Kathleen presented the Nursing report. The Nursing Report was approved as presented to the Board.

Information and Technology:

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

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 timeliness of communicable/infectious disease reports completed and submitted to the State and CDC. The salmonella outbreak noted for the community of Wayne and Cabell has been declared a nationwide outbreak associated with a hatchery. It is being further investigated with additional information towards the actual producer of the chicks. 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:

Teresa presented the Regional Tobacco Prevention Report. Mason County's Board of Health approved the most comprehensive regulation in the state. 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:

Tim presented the Financial Reports for April 2016.

Approval of Expenditures/Financial Report:

A motion to approve the cash expenditures for April 2016 was made by Ms. Cyrus, seconded by Mr. Crawford, and passed. The April 2016 Invoices were approved.

Administration:

Tim presented the Administration Report. Sharon Scott was introduced as the individual who has been offered the Telephone Operator/Receptionist position. Jenner Plymale, an intern from Marshall University was introduced. The Board welcomed both individuals. A motion to approve the FY2017 Board of Health Meeting Schedule was made by Ms. Cyrus, seconded by Larry, and passed. The Administration Report was approved as presented to the Board.

Legislative

Mr. Gilpin recommended the Health Department to look for grant opportunities in regards of the 1cent tax on opioids Senator Manchin has recommended to fund opioid treatment.

Dr. Yingling motioned to adjourn. The meeting adjourned at 5:40p.m.

The next regular Board meeting is scheduled for June 22, 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