

**CABELL-HUNTINGTON HEALTH DEPARTMENT**  
*Board of Health Regular Meeting – April 24, 2019*

**Board Members Present:**

Donna Rumbaugh  
Robert Sweeney  
Kevin Yingling, MD  
Danny Porter

**Board Members Absent:**

Fred Kitchen  
Daniel Konrad

**Staff Members Present:**

Michael Kilkenny, MD, MS, Physician Director  
Tim Hazelett, Administrator  
Kathleen Napier, Nursing Director  
Jack Mease, Accountant  
Elizabeth Adkins, Health and Wellness Director  
Kim Lockwood, Epidemiologist  
Laura Johnson, Secretary  
Heather Wood, Nurse Practitioner  
Jaclyn Johnson, Threat Preparedness Coordinator

**Visitors:**

Bishop Nash, Herald-Dispatch  
Madison Davis, WSAZ  
Bill Lemons, BHM CPAS  
Nathan Furukana, CDC

Mrs. Rumbaugh called the meeting to order at 5:00pm.

A motion to amend the agenda to include a special presentation and auditors report was made by Mr. Sweeney, seconded by Dr. Yingling and approved.

**Auditors Report:**

Bill Lemons from BHM CPA Group, Inc. presented the FY2018 Audit Report.

Auditors gave an unmodified opinion on the financial statements. No deficiencies in internal controls were found.

Mr. Sweeney inquired on the nature of the audit. The audit conducted was a full audit of financial statement and compliance.

A motion to approve the FY2018 Audit as submitted was made by Dr. Yingling, seconded by Mr. Sweeney and approved.

**Special Presentation:**

Dr. Kilkenny presented the letter and plaque sent from PHAB in announcement of Cabell-Huntington Health Department's PHAB Accreditation status.

**Approval of Minutes:**

A motion to approve the March 2019 Board of Health meeting minutes as written was made by Dr. Yingling, seconded by Mr. Sweeney and approved.

**Environmental Health:**

Tim Hazelett presented the Environmental Health report. Dr. Yingling requested the reason why the vector/solid waste/trash/high grass numbers are higher than FY2018. Increase is due to our Environmental Technician's ability to respond and follow up to these complaints with the same enforcement ability as City Code Enforcement. Dr. Yingling inquired on the increase in Food Handler trainings. Online food handler training has increased capacity.

**Threat Preparedness:**

The Threat Preparedness report was submitted.

**Epidemiology:**

Kim Lockwood presented the Epidemiology report. Dr. Yingling inquired on the health department recommendation in response to the increase in measles. Dr. Kilkenny stated WV has a high immunization rate for measles. We do offer MMR titers and vaccines. Travelers are recommended to receive all vaccines recommended by the CDC for specific destination. Dr. Yingling inquired on the Yellow Fever vaccine status. At this time, Yellow Fever vaccines are only being released to Kanawha-Charleston Health Department. Mrs. Rumbaugh requested measles recommendation to be added to CHHD website.

**Regional Epidemiology:**

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 was submitted. Dr. Yingling inquired on the ten invasive streptococcus Pneumoniae cases. Cases are now being identified in population below age 50 with drug use relation. Vaccination is recommended during follow up.

**Nursing:**

Kathleen Napier presented the Nursing report. Dr. Yingling inquired on the decrease in TB DOT. Decrease is due to fewer patients being identified positive.

**Harm Reduction Program**

Kathleen Napier presented the Harm Reduction report. Dr. Yingling asked if there is a difference between zip code of new visits compared to return visits. Dr. Kilkenny stated that data is currently being analyzed.

**Information and Technology:**

Tim Hazelett presented the Information and Technology report. Cyber security was discussed. We have multiple layers of protection through the WV Office of Technology. Mr. Sweeney inquired if a data security audit has been conducted. A data security audit was completed two years ago. All staff are required to complete Cyber Security training through WV Office of Technology annually.

**Health & Wellness:**

Elizabeth Adkins presented the Health and Wellness report. Elizabeth Adkins was acknowledged for the fantastic job in brand strategy.

A motion to approve the departmental reports as circulated before the meeting and amplified with questions and answers was made by Mr. Sweeney, seconded by Mr. Porter and approved.

**Financial Report:**

Jack Mease presented the March 2019 financial reports.

A motion to approve the March 2019 invoices and receipts was made by Mr. Sweeney, seconded by Mr. Porter and approved.

**Administration:**

Tim Hazelett presented the Administration Report. The program with the current HIV cluster has generated training opportunities with other health departments. Three to five county health department employees are being scheduled to assist in our response each week. Additional funding through June 30<sup>th</sup> has been requested.

State targeted response funding has been extended until April 2020.

Dr. Yingling inquired on the Dennison Culture Survey. Follow up Dennison Culture Survey will be completed by all staff to assess if a complete survey needs to be conducted. Dr. Yingling stated this is an excellent opportunity to compare department results to past survey results.

Dr. Yingling inquired on the Wise Medical Staffing. Wise Medical Staffing is a local contracting company for medical personnel. We have contracted a phlebotomist to work in the clinic. Nursing capacity will increase through the contract agreement.

**Physician Director's Report:**

Dr. Kilkenny presented the Physician Director's Report.

**Executive Session:**

A motion to adjourn to executive session to discuss sensitive epidemiological information was made by Dr. Yingling, seconded by Mr. Sweeney. The Board adjourned to executive session at 5:55pm.

A motion to return to regular session was made by Dr. Yingling and seconded by Mr. Sweeney. Regular session was called back to order at 7:05pm.

No action was made in executive session.

A motion to authorize a temporary PrEP program to address the current HIV Cluster was made by Mr. Sweeney, seconded by Dr. Yingling and approved.

A motion to adjourn was made by Mr. Sweeney.

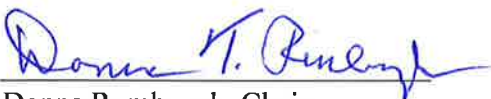
The next regular Board meeting is scheduled for May 22, 2019 at 5:00 p.m.

Respectfully submitted,



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

Approved:



Donna Rumbaugh, Chair  
Cabell-Huntington Board of Health