

**CABELL-HUNTINGTON HEALTH DEPARTMENT**  
*Board of Health Regular Meeting – June 26, 2019*

**Board Members Present:**

Donna Rumbaugh  
Robert Sweeney  
Kevin Yingling, MD  
Daniel Konrad

**Board Members Absent:**

Fred Kitchen  
Danny Porter

**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  
Michelle Perdue, Harm Reduction Coordinator  
Teresa Mills, Prevention Coordinator  
Tonya Chaney, Regional Epidemiologist  
Rodney Melton, Chief Sanitarian

**Visitors:**

Bishop Nash, Herald-Dispatch  
Derek Fry, MU Pharmacy Student

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

A motion to approve the agenda was made by Mr. Konrad, seconded by Mr. Sweeney and approved.

**Approval of Minutes:**

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

**Environmental Health:**

Rodney Melton presented the Environmental Health report. The 2013 Food Code will go in effect July 1<sup>st</sup>, 2019. The plan has been put into place to keep inspections current. All establishments will receive a letter to assist in education on the food code changes. The board report and website will change to reflect the new terminology. Critical and Non-Critical will no longer be the correct terminology. Priority and Priority Foundations will replace Critical. Core will replace Non-Critical. Establishments will have three days to correct Priority violations and ten days to correct Priority Foundation violations.

Dr. Yingling requested an update on the sewage problem near Cracker Barrell. Rodney Melton will present an update at July Board of Health meeting.

Dr. Yingling requested confirmation on the food handlers trained. Year to date, 2100 individuals have completed the food handlers training. The number reflects both online and in person training.

Dr. Yingling requested to know what the general complaints are in housing. Housing complaints consist of high weeds, trash, vectors, bed bugs and up keep of housing.

**Threat Preparedness:**

Tim Hazelett presented the Threat Preparedness report. Dr. Yingling inquired on the ICS training hours. Staff must be trained to respond to incidents. Dr. Kilkenny stated we utilize the National Incident Management System (NIMS) for outbreak response as well as disaster response.

**Epidemiology:**

Kim Lockwood presented the Epidemiology report.

Dr. Yingling inquired on the tracking of Streptococcal Pneumonia. Streptococcal pneumonia is a reportable disease. The tracking reflects invasive cases. An increase in cases among the younger population has been noted.

Mr. Sweeney inquired on the ability to cure chronic Hepatitis C. Through proper treatment, chronic Hepatitis C can be "cured". This means the viral load is lowered to a non-detectible level. Dr. Kilkenny stated the number of cases reported at CHHD are newly identified and eligible to receive medical treatment for cure. There is a financial barrier in treatment, which is a barrier to public health in eliminating the epidemic.

**Regional Epidemiology:**

The Regional Epidemiology report, which included regional epidemiological trainings and meetings held in the past month, field and partner education completed, disease investigation and surveillance undertaken was submitted.

Dr. Yingling inquired on visit to Boone Memorial Hospital. Infection Preventionists in the region are receiving education on the protocol for measles.

**Nursing:**

Kathleen Napier presented the Nursing report. Harm Reduction numbers are incorrect and will be corrected in the July Board Report. HIV testing has increased. HIV revisit numbers were not captured in report, due to requirement to submit forms before numbers were captured. Fourteen individuals were immunized utilizing the Hepatitis A sliding fee scale. To date, 176 Hepatitis A vaccines have been given through sliding fee scale. Clinic continues to work with the CDC and WVBPH in the Social Networking Strategy. Four to eight clients request HIV testing daily through the program. Coupons are distributed through clients who provide them to contacts to encourage testing. The number of coupons distributed and utilized are tracked. Weekly Strategic Networking Strategy reporting will be added into board report.

Dr. Yingling inquired on the unsolicited announcements on internet. The ads are part of the social media direct targeting campaign, which is a collaboration between CHHD, BullsEye and CDC.

Dr. Yingling recommended a protocol to be put into established and utilized in regards to the TB Skin Testing shortage.

Dr. Yingling stated the numbers for HIV PrEP are very encouraging and inquired if enough resources have been allocated to assure success. Kathleen Napier stated enough resources and support have been allocated.

### **Harm Reduction Program**

Michelle Perdue presented the Harm Reduction report. Correct numbers for Harm Reduction Program were reported. There were 937 visits, 52 new clients and 885 return visits.

Dr. Yingling expressed appreciation for the individual advocacy throughout the program and stated the community is well served.

### **Information and Technology:**

Tim Hazelett presented the Information and Technology report. There is a high focus on data security. Allen Woodrum has been working to assure data is secure and minimize the possibility of HIPAA violations or a data breach to occur.

Mr. Sweeney inquired on the liability insurance coverage for data. Tim Hazelett will report the coverage status in July Board meeting.

### **Health & Wellness:**

Elizabeth Adkins presented the Health and Wellness report. The Health Fair team has done an excellent job in promoting our services. Three chronic disease classes began in May and one will begin this month.

Dr. Yingling inquired on departments readiness to reach out to businesses to provide services. The Health and Wellness Department is ready and have been conducting informational outreach for all services. There is a challenge to locate agencies willing to agree to cessation services.

There are two targeted media campaigns through social media, HIV and Juuling.

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. Konrad and approved.

### **Financial Report:**

Jack Mease presented the May 2019 financial reports.

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

### **Administration:**

Tim Hazelett presented the Administration Report. Staffing is close to capacity. The work load increased significantly with outbreak response. Funding mechanisms are in place. Emergency funding was finalized and submitted for outbreak response. Reimbursement will be received.

Tim Hazelett requested approval to consult with architects to heighten security. Though we have taken steps to increase security, including brighter lights and cameras, we believe there are additional measures that will increase security on the property. Very little vandalism has been reported. Main concern is camping on premises.

**Physician Director's Report:**

Dr. Kilkenny presented the Physician Director's Report. The CDC has provided technical assistance which is being utilized to move public health messaging from standard to more advanced techniques. This allows us to reach individuals who are not normally reached through standard techniques. Techniques will be used beyond the current cluster.

**Executive Session:**

A motion to adjourn to executive session to was made by Mr. Sweeney and seconded by Mr. Konrad  
The Board adjourned to executive session at 5:50pm.

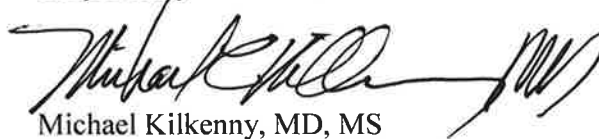
Regular session was called back to order at 6:13pm.  
No action was made in executive session.

A motion to approve a \$1200 per (1) FTE annual salary increase for employees was made by Mr. Sweeney, seconded by Mr. Konrad and approved.

A motion to adjourn was made by Mr. Sweeney.

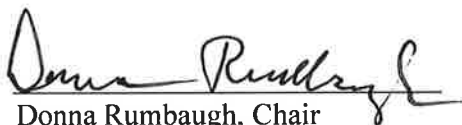
The next regular Board meeting is scheduled for July 24, 2019 at 5:00 p.m.

Respectfully submitted,



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

Approved:



Donna Rumbaugh, Chair  
Cabell-Huntington Board of Health