

**CABELL-HUNTINGTON HEALTH DEPARTMENT**  
*Board of Health Regular Meeting – March 27th, 2019*

**Board Members Present:**

Daniel Konrad  
Donna Rumbaugh  
Robert Sweeney  
Kevin Yingling, MD

**Board Members Absent:**

Fred Kitchen  
Danny Porter

**Staff Members Present:**

Michael Kilkenny, MD, MS, Physician Director  
Jack Mease, Accountant  
Elizabeth Adkins, Health and Wellness Director  
Kim Lockwood, Epidemiologist  
Laura Johnson, Secretary  
Michelle Perdue, Harm Reduction Coordinator  
Heather Wood, Nurse Practitioner  
Allen Woodrum, IT Director

**Conference Line:**

Tim Hazelett, Administrator  
Kathleen Napier, Nursing Director

**Visitors:**

Bishop Nash, Herald-Dispatch  
Sarah Bankston, WSAZ

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

A motion to suspend the regular agenda for an important announcement was made by Mr. Sweeney, seconded by Dr. Yingling and approved.

**Announcement:**

Dr. Kilkenny announced the Public Health Accreditation ruled on Thursday, March 21<sup>st</sup> that the Cabell-Huntington Health Department is accredited. The accreditation process has been a long process. It began with Dr. Tweel in 2013. Over 400 documents were submitted. The Action Plan was completed with over 1200 pages of documents. Accreditation gives us a great deal of credibility and proves our accountability, transparency and validity of our methodology. Of the 3,00 health departments, less than 300 are accredited. We are excited to be the second health department in WV to become accredited. We are very proud of the work of all the staff. Achieving accreditation doesn't mean the process is over. The maintenance of accreditation is a continuous process. We will continue to maintain and work in the quality improvement atmosphere.

Congratulations were spoken from the Board of Health.

A motion to resume agenda was made by Mr. Sweeney, seconded by Mr. Konrad and passed.

**Approval of Minutes:**

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

**Environmental Health:**

The Environmental Health report was submitted.

Dr. Yingling stated he is encouraged to see recognition of Medical, Pharmacy and Pediatric students who completed a health department rotation on the report. There is no other time in the medical field training to understand what a health department does. The engagement is valuable and important with both the community and Universities.

Dr. Yingling inquired on the CDC advisory of increase in vector borne diseases in mosquitos and ticks and if there are any changes in sampling that need to be made to assure, we are monitoring correctly.

Dr. Kilkenny stated we are monitoring the approach of Lyme disease in humans. We are collecting tick samples, monitoring for the types of ticks that carry that disease. We will know the insects are present before we see the human disease. Every year we inform the public prior to mosquito season on how to avoid mosquitoes while we monitor mosquitos for West Nile. We were the first to identify a pool of mosquitos with Lacrosse Encephalitis in West Virginia. The Environmental Health Department monitors and makes our community aware of diseases. Cabell County exceeds the vector monitoring of many surrounding counties. Beverly Spurlock is our tick identification expert. Kim Lockwood pointed out that not all reports of Lyme disease meet case definition.

**Threat Preparedness:**

The Threat Preparedness report was submitted.

Dr. Yingling requested information on the Medical Reserve Corps, specifically what they do. The Medical Reserve Corp (MRC) is a national registry of personnel willing to serve in emergency. Individuals register online and can volunteer anywhere. The system verifies credentials for those who have state certifications. The Cabell Wayne MRC has 120 registered volunteers, that are utilized for surge capacity. They also maintain our radios and provide communication backup in an emergency. We have JR MRC, which is high school students registered to volunteer in emergencies. Having a volunteer system is part of our Threat Preparedness grant. From a liability and insurance perspective, only registered volunteers are covered and utilized.

**Epidemiology:**

Kim Lockwood presented the Epidemiology report.

Disease reporting is on a calendar year, which is consistent with CDC reporting. Chronic Hepatitis C cases have increased due to the increase in hospital reporting. Follow up is only conducted on Acute Hepatitis C.

**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.

**Nursing:**

The Nursing Report was provided with Kathleen Napier available by conference call.

The percentage chart on the first page represents the number of Hepatitis A vaccines given out of the 1000 Board approved doses on a sliding fee scale. Dr. Yingling commented the return on investment is outstanding.

**Harm Reduction Program**

Michelle Perdue presented the Harm Reduction report.

Naloxone training was completed outside of the regular Wednesday training conducted by CK Babcock and pharmacy students. Those trainings consisted of group trainings for the Ceredo and Kenova Police Departments, Harmony House, Lincoln County, and the Marshall University Accelerated Medical Program.

**Information and Technology:**

Allen Woodrum presented the Information and Technology report.

**Health & Wellness:**

Teresa Mills presented the Health and Wellness report.

A motion to approve the departmental reports as submitted and presented to the Board was made by Mr. Sweeney, seconded by Mr. Konrad and approved.

**Financial Report:**

Jack Mease presented the February 2019 financial reports.

A motion to approve the February 2019 invoices and receipts was made by Mr. Konrad, seconded by Dr. Yingling and approved.

**Administration:**

The Administration report was presented with Tim Hazelett available by conference call.

A motion to express the Board's sincere appreciation for Mark Bradshaw's work as maintenance director in his excellent preventative maintenance and all semi, quarterly and annual mandatory inspections of the agency was made by Dr. Yingling, seconded by Mr. Sweeney and approved.

Dr. Yingling stated it is very important the collateral recognition of the poster presented on the Hepatitis A Outbreak response. Dr. Kilkenny stated members of our team are reporting in by phone because they are attending the National Preparedness Summit, which Tim Hazelett was a presenter. Kathleen Napier also had a poster session that collaborated with our talk on the Hepatitis A Response. In addition, we have been invited to do a Podcast to instruct other health departments in regards to our emergency response to Hepatitis A. Jaclyn Johnson, Kathleen Napier and Rodney Melton will be conducting the POD Cast. In July, we will have two speakers and a poster session at the NACCHO Annual Conference.

**Physician Director's Report:**

Dr. Kilkenny presented the Physician Director's Report.

Jack Mease announced we have received a clean auditors report.

**Executive Session:**

The Board adjourned to executive session at 5:38pm to discuss epidemiological information.

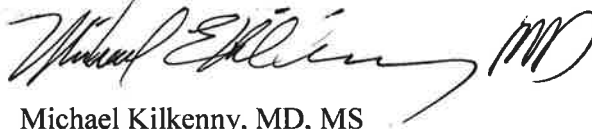
Regular session was called back to order at 6:40pm.

No action was made in executive session.

A motion to adjourn was made by Mr. Konrad, seconded by Mr. Sweeney and approved.

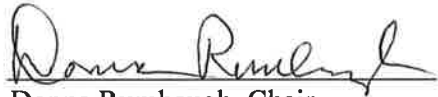
The next regular Board meeting is scheduled for April 24, 2019 at 5:00 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael Kilkeny MD". The signature is fluid and cursive, with a large, stylized "MD" at the end.

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

Approved:

A handwritten signature in black ink, appearing to read "Donna Rumbaugh". The signature is cursive and somewhat stylized.

Donna Rumbaugh, Chair  
Cabell-Huntington Board of Health