Board Members Present:
Donna Rumbaugh
Robert Sweeney
Kevin Yingling, MD
Danny Porter
Daniel Konrad

Board Members Absent:
Fred Kitchen

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
Rodney Melton, Chief Sanitarian
Teresa Mills, Prevention Coordinator
Tonya Chaney, Regional Epidemiologist
Deb Koester

Visitors:
Bishop Nash, Herald-Dispatch
Alexander Haddox, Intern

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

Approval of Agenda:
A motion to approve the agenda as submitted was mad by Mr. Konrad, seconded by Mr. Sweeney and approved.

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

Accreditation Recognition
Dr. Kilkenny presented Deb Koester with a glass plaque for her unwavering support and guidance through the accreditation process.
Deb Koester stated it was a privilege to have the opportunity and this agency.
FY2020 CHHD Annual Plan:
Tim Hazelett presented the FY2020 Annual Plan documents, which included the FY2020 Annual Budget, Agency Organization Chart, Sliding Fee Scale, Environmental Health and Clinic Fee Schedule, FY2020 Projected Environmental Permits and Inspections report and the Program Plan Acknowledgement Form. A motion to approve the FY2020 Annual Plan was made by Mr. Konrad, seconded by Mr. Sweeney and approved.

Environmental Health:
Rodney Melton presented the Environmental Health report. Legislature has approved the 2013 Food Code, effective July 1st. Rodney Melton recommended the Board of Health accept and adopt the 2013 Food Code. Term changes were discussed. In the 2013 Food Code, the terms priority and priority foundation are utilized in replacement of critical. Core is the term replacing non-critical. Each establishment will be required to have a certified food manager on payroll to lower the risk of foodborne outbreaks. Mr. Sweeney inquired on how establishments will adapt to the changes. Rodney Melton stated all establishments will be given education and there will be a grace period for establishments to comply. A motion to accept and adopt the 2013 Food Code was made by Mr. Sweeney, seconded by Mr. Konrad and approved.

Threat Preparedness:
Tim Hazelett presented the Threat Preparedness report.

Epidemiology:
Kim Lockwood presented the Epidemiology report. Dr. Yingling requested including more details into the report.

Regional Epidemiology:
Tonya Chaney 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 was submitted.

Nursing:
Kathleen Napier presented the Nursing report. Mr. Konrad inquired participant attendance at the City Mission HIV Event. One hundred and fifty individuals participated in the HIV testing event at City Mission. The Social Network Strategy began today, May 22nd. HIV blood and rapid testing will be reported separately on Nursing Report. Mr. Konrad inquired if any action was needed from the Board to assist in the HIV outreach. No action is needed. We plan on an additional ten to fifteen individuals per day to request HIV testing through the social networking strategy. Testing through STD and HRP will continue as normal. Dr. Kilkenny stated multiple strategies are being implemented for community testing. Through the assistance of WV Bureau for Public Health, we have remarkably increased our capacity and ability to test. CDC has provided excellent support and training. Testing is being implemented with existing guidelines with the knowledge of positives in area. Testing is also being increased through private partners. Mr. Konrad inquired data collection of testing by partners. We will receive the positive numbers, not the number of tests completed. Dr. Yingling stated the private physician sector has recognized the need for a strategy to identify risk. Possible strategy would be to read all the risk factors to a patient and ask at the end if the patient believes he/she is in a high-risk group. This would allow patient to answer yes or no without specifying which factor(s) apply. Patient would then receive further education and PrEP if appropriate. Dr. Yingling inquired if the health department has recommended a strategy to identify risk. No recommendation on screening method to determine risk has been made.
**Harm Reduction Program**
Kathleen Napier presented the Harm Reduction report. Increase in numbers is expected through the Social Networking Strategy. Mr. Konrad inquired on if data was being collected to identify why patient seeks services. All participants complete an intake questionnaire and are counseled at every visit. There is a high level of interest in health among this population, who seek our services because they know they will be treated with respect. Restricting services caused a misunderstanding in the population of who qualifies for services. Individuals stopped attending because they thought they no longer qualified for services.

**Information and Technology:**
Tim Hazelett presented the Information and Technology report. Mrs. Rumbaugh complemented the new software security report and being proactive in information technology strategy.

**Health & Wellness:**
Elizabeth Adkins presented the Health and Wellness report. Nine individuals quite smoking in the month of April. Teresa Mills was commended for her efforts and success in smoking cessation. Two million impressions were received locally and fourteen million nationally. One Hepatitis A billboard remains up, increasing our earned media impressions. Dr. Kilkenny shared with the Board that Teresa Mills, our smoking cessation specialist is working in the Harm Reduction Program. Teresa Mills stated she has been working on a five month project to collect data on how receptive population is to quit smoking through motivational interviewing. Information and resources are also provided to clients. Pilot project results will be in the July report. Nursing staff were commended for their work in the program. Nurses are very passionate about their work and compassionate to clients, which has resulted in population being open to services and communication.

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

**Financial Report:**
Jack Mease presented the April 2019 financial reports.
A motion to approve the April 2019 financial report including, invoices and receipts was made by Mr. Sweeney, seconded by Mr. Konrad and approved.

**Administration:**
Tim Hazelett presented the Administration Report. Power failure event last Friday has identified a generator switch failure. A process to ensure the generator is 100% operational will be implemented. Vaccines were moved to an alternate site to ensure storage safety. Leadership Team was commended.

A motion to approve the FY2020 Board of Health Meeting Schedule was made by Mr. Sweeney, seconded by Mr. Konrad and approved.

**Physician Director’s Report:**
Dr. Kilkenny presented the Physician Director’s Report. CHHD continues to work with the WV Bureau for Public Health and CDC to increase capacity in the response to HIV cluster. Multiple strategies have been implemented in multiple areas, including testing and PrEP. PrEP program protocols have been implemented. CDC conducted a remarked training for our staff, including a visit from the person who wrote training. We continue to educate providers on PrEP services to increase availability. As of May 20th, there are 46 positive cases in Cabell County. No change has been seen in the demographics. We expect an increase in the number at different increments as groups are identified and tested. Strategies to search for new clients/cases has not been exhausted. We have strengthened the referral process, linking clients to care and starting care. The virally suppressed
percentage is low. It takes three to six months for a case to become suppressed. During this time, it is critical to limit the practices that spread disease. Education and services are provided for harm reduction and safe sex practices. Mr. Konrad inquired on the number of identified cases participating in harm reduction and antiviral protocols. Data is unavailable. Mr. Sweeney inquired if the PrEP and antiviral protocols are the same. The medicine prescribed can be the same. Treatment depends on the resistance panel results.

A motion to adjourn was made by Mr. Sweeney and seconded by Mr. Konrad. The May Board of Health Meeting adjourned at 5:50pm.

The next regular Board meeting is scheduled for June 26, 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