

**CABELL-HUNTINGTON HEALTH DEPARTMENT**  
*Board of Health Regular Meeting – April 22, 2020*

**Board Members Present:**

Robert Sweeney  
Kevin Yingling, MD  
Danny Porter  
Fred Kitchen  
Donna Rumbaugh  
Daniel Konrad

**Board Members Absent:**

**Staff Members Present:**

Michael E. Kilkenny, Medical Director  
Tim Hazelett, Administrator  
Kathleen Napier, Nursing Director  
Jack Mease, Accountant  
Elizabeth Adkins, Health and Wellness Director  
Rodney Melton, Chief Sanitarian  
Jaclyn Johnson, Threat Preparedness Coordinator  
Kim Lockwood, Epidemiologist  
Laura Johnson, Secretary  
Allen Woodrum, Information Technology Director

**Visitors:**

Taylor Stuck, Herald-Dispatch  
Nathan Thomas

Dr. Yingling called the Board of Health meeting in order at 5:00pm.

The printed version of Agenda was approved unanimously.

**Approval of Minutes:**

The March 2020 Board of Health meeting minutes were approved as written.

**Update on Previously Board of Health Approved Activities:**

Additional Cleaning Service – Functional with a 4 person crew working from 5-9pm to limit cross contamination.

On-site Testing Provided by Valley Health – Testing site ceased at end of business on Friday, April 17<sup>th</sup>. Valley Health is offering COVID-19 testing at all their local centers.

Phone System – On hold until resources are available.

Funding for Non-Congregate Sheltering Plan – Matched Cabell Huntington Coalition for Homeless funding to launch program. Program has proven to be very effective. Amanda Coleman is to be commended on her role as lead in this program.

**Environmental Health:**

Rodney Melton presented the Environmental Health report.

**Threat Preparedness:**

Jaclyn Johnson presented the Threat Preparedness report.

**Nursing & Harm Reduction Program:**

Kathleen Napier presented the Nursing and Harm Reduction reports.

**Information and Technology:**

Allen Woodrum presented the Information and Technology report.

**Health & Wellness:**

Elizabeth Adkins presented the Health and Wellness report.

COVID-19 Call Center has received 950 calls to date since implementation on March 18<sup>th</sup>. The call center is a great community resource. Good responses have been received through our website and social media.

CHHD Levy campaign launched the beginning of April. Ads through billboards and The Herald-Dispatch have been posted. Social Media campaign began second week of April. Gas station ads are set to launch at the end of the month.

Mr. Sweeney inquired on the potential voting disruption and advertisement of how people can vote. Elizabeth Adkins and BullsEye Total Media have been discussing messaging to educate and promote all voting methods available. Message is expected to be released at the end of the month.

**Financial Report:**

Jack Mease presented the February and March 2020 financial reports.

A motion to approve the Financial Report was made by Mr. Sweeney, seconded by Mr. Porter and approved.

**Administration:**

Tim Hazelett presented the Administration Report.

COVID-19 Update: Cabell County case count is in 30s. Personnel are being moved into areas of need as situation changes. Highest demand is in Epidemiology. Three National Guard continue to assist in response.

Students completed their internships offsite. To date student hours are 4700 for the fiscal year.

Regional Epidemiologist grant was signed. The grant amount increased to assist in the HIV Outbreak.

We have applied for a grant through the Department of Homeland Security and are awaiting approval.

Dr. Yingling inquired on the Inventory and Distribution of PPE, specifically if there is enough supply for CHHD staff and to provide services. Strategic National Stockpile (SNS) supplies were received and distributed through local health until they were depleted, at which time the new process of ordering PPE through the County Emergency Manager began. We assist in coordination of requests and distribution. As an agency, CHHD completed an inventory of supplies and established supplies to keep the agency functional and running up to July 2020. We are also on the healthcare and government designation list for Amazon ordering. Appropriate cleaning supplies were also ordered to last through July.

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

**Physician Director's Report:**

Dr. Kilkenny presented the Physician Director's Report.

Mask policy was implemented for agency. Most staff are wearing homemade masks to preserve use of official masks for identified services. Essential clinical services were reduced. Testing Strike Teams respond to address suspected outbreaks in nursing home facilities. We continue to support the community as being the passthrough for supplies for health care and long-term care facilities.

MMWR will be publishing a report on April 24<sup>th</sup> in regard to the HIV Outbreak.

Discussion occurred on Regional Epidemiology. Both Regional and Cabell County Epidemiology reports have been excused to allow their continued efforts in the COVID-19 response. The Regional Epidemiologist is housed at CHHD though it is a regional position funded through WVBPB grant. This position serves all 8 Bundle Team counties, which includes Cabell County. Most counties do not have an epidemiologist of their own. The Regional Epidemiologist and Cabell County Epidemiologist are working very long hours 7 days a week addressing the pandemic.

We have implemented a support mechanism to assist in case investigation and contact tracing. Every reported positive case of COVID-19 is contacted by the local health department and monitored while symptomatic. All contacts of a case are also contacted by the local health department. This is a tremendous amount of work. We continue to evaluate and build surge capacity to meet the needs to support epidemiology. There are currently 16 personnel working in some capacity in epidemiology. We are planning to increase the number and establish a structure to support a long-term full-time operation. The plan will ensure the Regional Epidemiologist is available to support all Bundle Team counties and ensure the Cabell County Epidemiologist has scheduled days off. Epidemiology is crucial in assessing the ability to reopen. CHHD will be informing the area in regard to reopening Cabell County and City of Huntington. We will continue to monitor local case rate and graph the trend. Stakeholders from different industries have been appointed to assess Cabell County and the City of Huntington's ability to reopen. They will be addressing community concerns and ensure adequate testing and PPE are available as well as capacity for case tracing.

While maintaining essential services with the added COVID-19 responsibilities, we have and continue to adjust the intensity of work in all areas. Opioids are still a problem. Supporting litigation has been put on hold while addressing the pandemic emergency. We do continue to monitor overdoses with concern of how the high-risk population is affected by COVID. Though there is a reduced spread of HIV in relation to the cluster, incidence continues to occur. We will not be satisfied until there are zero cases. This is hard to address, especially right now when face to face encounters are not available. We will be spending additional time and effort in addressing HIV and other epidemiological reportable diseases.

Dr. Yingling opened up discussion on community transition (reopening). Dr. Yingling stated he is very encouraged in knowing CHHD has been properly placed to be the public health information resource for best practices. CHHD has constructed framework to start conversation on how to transition. The Cabell-Huntington Board of Health has a responsibility to the public to review the draft framework document and provide input. Dr. Yingling stated the document is well thought out, composed and very comprehensive. CHHD is ready to meet the needs of the public for Cabell County and the City of Huntington. Mr. Kitchen reiterated the document is very comprehensive and will continue reading it thoroughly. Mr. Konrad inquired if there will be PPE available to reopen the community. Dr. Kilkenny

stated the availability of PPE is of greatest concern. We have barely had enough to manage the pandemic response. One big question for the stakeholders to address is if there is capacity for private purchase of PPE. Another question is what is the business's plan and how are they going to manage the plan? Preliminarily, we are not seeing market availability. This important measure is beyond our control and will be a rate limiting step in reopening. Tim Hazelett stated there are three areas of PPE 1) Hospital/Medical; 2) Business; and 3) PPE for individuals. The purpose of the framework document is for businesses to start planning for reopening now, with the tools to assess their situation. Mr. Konrad inquired if we will have an advisory role in assisting businesses in what they need. We have been and will continue to advise businesses. Education is a primary local health role. Mr. Sweeney stated his summary is "if you plan to open, plan to close again." Tim Hazelett stated that summary assessment is correct. If a business opens, they need to have a plan to operate if a COVID-19 incident occurs. Mr. Sweeny inquired if we have the authority to request each facility to assemble a contact list to utilize for contact tracing. Dr. Kilkenny stated a system is in place and all businesses will be made aware of what we will be requesting to be prepared. Dr. Yingling stated the health department does not want to be in role of approving or disapproving the reopening. Each business will be assessing themselves. We will advise and council to provide a safe environment. The Executive Leadership Team identified reopening to happen in tiers. A Community Stakeholder meeting will be conducted on Thursday, April 23. Dr. Kilkenny stated the framework has already been laid out on the national level, which proposes three phases. Each phase defines expectations.

A motion to adjourn was made by Mr. Konrad.

Meeting adjourned at 6:09 p.m.

The next regular Board meeting is scheduled for May 27<sup>th</sup> at 5:00 p.m.

Respectfully submitted,



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

Approved:



Kevin Yingling, Chair  
Cabell-Huntington Board of Health