

CABELL-HUNTINGTON HEALTH DEPARTMENT
Board of Health Regular Meeting – February 24, 2021

Board Members Present:

Kevin Yingling, MD

Board Members Present by Video Conference:

Robert Sweeney
Donna Rumbaugh
Daniel Konrad
Danny Porter

Board Members Absent:

Fred Kitchen

Staff Members Present:

Michael E. Kilkenny, Chief Executive Officer/Health Officer
Tim Hazelett, Chief Operating Officer

Staff Members Present by Video Conference:

Kathleen Napier, Director of Nursing
Jack Mease, Chief Financial Officer
Rodney Melton, Director of Environmental Services
Laura Powell, Administrative Services Office Assistant
Elizabeth Adkins, Administrative Services Manager
Allen Woodrum, IT Director
Tonya Chaney, Regional Epidemiologist
Hannah Petracca, Public Information Officer

Visitors by Video and Phone Conference:

Taylor Stuck, Herald-Dispatch

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

A motion to approve the February 2021 Board of Health Meeting agenda with Executive Session was made by Mr. Konrad, seconded by Mrs. Rumbaugh and approved.

A motion to approve the January 2021 minutes with grammar correction on page 2 was made by Mr. Sweeney, seconded by Mr. Konrad and approved.

Departmental Reports:

Chief Operating Officer:

Tim Hazelett presented the Chief Operating Officer report.

Maverick Labs will be assuming responsibility for the testing site on CHHD property. Testing will be available Monday – Friday from 9am – 2pm.

Epidemiology position candidates are being sourced.

CHHD Signature Authority Policy adoption was requested. A motion to adopt the policy for signature authority to be executed was made by Mr. Konrad, seconded by Mr. Sweeney and approved.

Changes to the CHHD Merit System were requested:

1. Addition of the following familial relationships
2. Changing the wording in job position postings from 10 working days to 10 days

A motion to approve presented changes to the CHHD Merit System was made by Mr. Konrad, seconded by Mr. Sweeney and approved.

Environmental Services:

Rodney Melton presented the Environmental Services report.

Regional Epidemiology:

Tonya Chaney presented the Regional Epidemiology report, which includes regional epidemiological trainings and meetings held in the past month, field and partner education completed, and disease investigation and surveillance undertaken.

Threat Preparedness:

Tonya Chaney and Elizabeth Adkins presented the Threat Preparedness report, which included the COVID-19 Outbreak Report and the MRC Unit Activity Summary Report.

Joe Reckard will be assuming the Threat Preparedness Coordinator position on March 1, 2021. Joe is currently a Sanitarian in the Environmental Services department.

Nursing:

Kathleen Napier presented the Nursing report, which includes the clinical and Harm Reduction Program.

Two nursing position have been posted and interviews are scheduled to begin next week.

Administrative Services:

Elizabeth Adkins presented the Administrative Services report, which includes Administration, Public Information, Prevention Programs and Threat Preparedness.

As of February 2021, the CHHD Call Center has received 15, 937 calls.

Teresa Mills is one out of ten people appointed by Governor Justice to the Governor's Tobacco Prevention Education and Cessation Task Force, to address the components of HB 4494.

Financial Report:

Jack Mease presented the January 2021 financial report.

Health Officer:

Dr. Michael Kilkenny presented the Health Officer report.

The CHHD staff were commended for their remarkable job, specifically during the adverse conditions. CHHD continues to watch the epidemiology of COVID-19 closely.

The impact of the CHHD Merit System was immediate.

Legislative events are being watched closely. There are several bills moving through the legislature focused on public health. We continue to work with our legislators and use facts, data and scientific evidence in decision making.

Executive Session

Executive session was called to order at 5:36pm.

Board of Health reconvened regular session at 6:44pm.

No action was taken during Executive Session.

A motion to approve all departmental reports as presented was made by Mrs. Rumbaugh, seconded by Mr. Sweeney and approved.

A motion to approve the January 2021 financial report, including invoices and receipts, was made by Mr. Sweeney, seconded by Mrs. Rumbaugh and approved.

The January 2021 Board of Health meeting adjourned at 6:45pm.

The next regular Board meeting is scheduled for March 24, 2021 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