

**CABELL-HUNTINGTON HEALTH DEPARTMENT**  
**Board of Health Regular Meeting – October 27, 2021**

**Board Members Present:**

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

**Staff Members Present:**

Michael E. Kilkenny, Chief Executive Officer/Health Officer  
Elizabeth Adkins, Administrative Services Manager  
Rodney Melton, Director of Environmental Health Services  
Austin Hoffman, Regional Epidemiologist  
Dr. Abir Rahman, Director of Epidemiology  
Kathleen Napier, Director of Nursing  
Allen Woodrum, IT Director  
Laura Powell, Administrative Services Office Assistant

**Staff Members Present by Video Conference:**

Jack Mease, Chief Financial Officer  
Hannah Petracca, Public Information Officer  
Bryce Parker, Epidemiology Assistant

**Visitors by Video and Phone Conference:**

Sarah Ingram, Herald Dispatch

Mr. Konrad called the Board of Health meeting to order at 5:00pm.

A motion to approve the October 27, 2021 Board of Health Agenda was made by Dr. Yingling, seconded by Mrs. Rumbaugh and approved.

A motion to approve the September 2021 Board of Health Meeting Minutes as written was made by Mr. Kitchen, seconded by Dr. Yingling and approved.

**Departmental Reports:**

**Chief Operating Officer:**

Elizabeth Adkins presented the Chief Operating Officer report. A discussion occurred on the use of the BINAXNow rapid testing. Currently, CHHD is conducting rapid testing for the community partners we have Memorandum of Understandings with for the required employee testing. We do not have the capacity to assist all businesses when the federal mandate becomes effective. Marshall University testing is being completed with both the BINAXNow antigen tests and PCR testing through Q-Labs.

**Environmental Services:**

Rodney Melton presented the Environmental Services report. The mosquito program is ending for the season. The three new staff who were hired in August are continuing to complete their required training. Environmental Services staff continue to support the COVID-19 response through staffing

the logistics section, which includes purchasing and providing protective protection equipment (PPE) to partners and the community.

**Epidemiology:**

Dr. Rahman presented the Epidemiology report. The epidemiology staff has been doing a great job handling COVID-19 case investigations and outbreak management. We are continuing in our efforts to make the process even more efficient. Even though the main focus of the Epidemiology Department for September has been COVID-19 due to the high volume of cases, we are still closely monitoring other reportable diseases in the region. For September, the other reportable diseases are well within expected range, there are no drastic changes.

**Regional Epidemiology Report**

Austin Hoffman 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.

COVID-19 education was conducted at the following County Board of Educations and topics:

- Wayne County – school outbreaks
- Cabell County – records required to be completed/kept
- Mason County – quarantine and what constitutes as requirement for classroom closure

September 2021 was the fourth highest month of number of outbreaks in the whole pandemic.

A discussion occurred on what constitutes as an outbreak, which depends on the type of facility. The number of outbreaks is lower this year due to the change in outbreak definition; the threshold is higher than last year.

**Nursing:**

Kathleen Napier presented the Nursing report, which includes the clinical and Harm Reduction Program. Flu outreach began in September. We conducted outreach at high-risk facilities, including nursing homes. Flu outreach clinics throughout the county have been scheduled in October for the public. Nursing staff continue to assist staffing the infusion center.

**Administrative Services:**

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

A retention incentive pay for staff who are hired/employed by November 1, 2021 and continues to be employed through June 1, 2022. The \$1,000 incentive will be based on FTE and be paid out in June 2022. The total cost of retention incentive is expected to be between \$45,000 - \$48,000. Though most of the funding will be paid through the grant, a small portion will need to be covered through additional funding.

Mr. Kitchen made a motion to approve the retention incentive as presented. Mrs. Rumbaugh seconded, and the motion was approved.

**Financial Report:**

Jack Mease presented the September 2021 financial report.

**Health Officer:**

Dr. Michael Kilkenny presented the Health Officer report.

**COVID-19 Update:**

September 2021 constituted the highest number of COVID-19 cases in the pandemic. The surge, which was approximately 5% of Cabell County's population, impacted many agencies including healthcare and funeral homes. CHHD will continue to push COVID-19 vaccination and hopes the booster and the anticipated approval for vaccination for the age population of 5-11 will result in an immunization surge. CHHD has set an infrastructure in place in anticipation of the approval of age 5-11 vaccination approval and will order vaccine as soon as they are available.

**Harm Reduction Program:**

The staff of the Harm Reduction Program continues to work through the OHFLAC check list to ensure compliance to apply for licensure. Before a program can apply for OHFLAC licensure, approval from the program's governing bodies must be granted. We anticipate requesting governing bodies' approval in the next few weeks.

**Governor's Proclamation:**

The Governor's Proclamation defines terms and clarifies language in regard to Senate Bill 12, which requires rules issued by the Board of Health to be approved by its governing bodies. Future amended or issued rules will follow the new approval process.

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

A motion to approve the September 2021 invoices and receipts was made by Mrs. Rumbaugh, seconded by Mr. Kitchen and approved.

The September 2021 Board of Health meeting adjourned at 5:38pm.


The next regular Board meeting is scheduled for December 8<sup>th</sup> at 5:00 p.m.

Respectfully submitted,



Michael Kilkenny, MD, MS  
CEO & Health Officer, Cabell-Huntington Health Department

Approved:



Daniel Konrad, Vice Chair  
Cabell-Huntington Board of Health

