

**CABELL-HUNTINGTON HEALTH DEPARTMENT**  
*Board of Health Regular Meeting – January 25, 2023*

**Board Members Present:**

Daniel Konrad  
Danny Porter  
Eduardo Pino, MD, FAAP  
Robert Sweeney  
Fred Kitchen

**Board Members Present by Teleconference:**

Donna Rumbaugh

**Staff Members Present:**

Michael E. Kilkenny, Chief Executive Officer/Health Officer  
Tim Hazelett, Chief Operating Officer  
Elizabeth Adkins, Administrative Services Manager  
Jack Mease, Chief Financial Officer  
Kathleen Napier, Director of Nursing  
Mikaela Earl, Regional Epidemiologist  
Rodney Melton, Director of Environmental Health Services  
Laura Powell, Administrative Services Office Assistant

**Staff Present by Teleconference:**

Allen Woodrum, Director of Information Technology

**Visitors:**

Caitlynn Creed, MU Intern  
Sarah Ingram, Herald-Dispatch

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

A motion to approve the January 25, 2023 Board of Health Agenda as written was made by Mr. Sweeney, seconded by Dr. Pino and approved.

**Election of Officers**

A motion for Mr. Konrad to continue to serve as Chairperson and Mr. Kitchen as Vice Chairperson for year 2023 was made by Mr. Sweeney, seconded by Dr. Pino and approved.

**Approval of Board of Health Minutes:**

A motion to approve the December 14, 2022, Board of Health minutes as written was made by Mr. Kitchen, seconded by Mr. Sweeney and approved.

**Cabell-Huntington Health Departmental Reports:**

**Chief Operating Officer:**

Tim Hazelett presented the Chief Operating Officer Report. CHHD has submitted the COVID-19 Testing and Vaccination Projects to FEMA through December 2022. A Cerner update was provided to the Board.

### **Administrative Services:**

Elizabeth Adkins presented the Administrative Services report, which includes Administration, Public Information, Prevention Programs and Threat Preparedness. Demobilization of the internal COVID-19 Response began on Saturday, December 31, 2022. The CHHD HRIS will be launched on Monday, January 30, 2023. Disinfectant wipes have been acquired from ProPac at no cost and are being distributed to the community through the Threat Preparedness Coordinator.

### **Epidemiology:**

Mikaela Earl presented the Epidemiology report, which included case numbers for reportable diseases, graphs for diseases that had at least one case over any of the focused time periods, trainings, outreach, and meetings attended in December 2022. Cabell County remained in the medium COVID-19 community risk level during the month of December. Comparing the month of December 2022 to 2021, there were four reportable diseases for which case numbers increased and four for which case numbers declined. Comparing January to December 2022 to 2021, there were seven reportable diseases for which case numbers increased and seven for which case numbers declined.

### **Regional Epidemiology Report**

Mikaela Earl presented the Regional Epidemiology report to include regional epidemiological trainings and meetings held in the past month, field and partner education, disease investigation and surveillance undertaken. Cabell County averaged 0.4379 more investigations each day over the month and peaked at 22 in the last week of December. Four outbreaks were open in Cabell County in the month of December, which is a decrease from November. Discussion occurred on difference between last year's COVID-19 surge timeframe to current situation.

### **Nursing:**

Kathleen Napier presented the Nursing report, which includes the clinical and Harm Reduction Program. Outreach clinics conducted in December were discussed.

### **Environmental Health:**

Rodney Melton presented the Environmental Services report. Environmental Health staff participated in the FDA 170 Food Inspection and Investigation Training, with state and regional county representatives. There is a significant decrease in Vector/Solid Waste/Trash/High Grass inspections, which is contributed to the partnership with the City of Huntington.

### **Financial Report:**

Jack Mease presented the October, November, and December 2022 Financial Reports.

A motion to approve all departmental reports as submitted and modified by oral presentation was made by Mr. Sweeney, seconded by Mr. Kitchen and approved.

A motion to approve the invoices and receipts for October, November, and December 2022 without P-Card reports, was made by Mr. Sweeney, seconded by Mr. Kitchen and approved.

### **CEO and Health Officer:**

Dr. Michael Kilkenny presented the CEO and Health Officer report. Discussion occurred on Harm Reduction updates. A Legislature update was completed to include discussion on Dr. Kilkenny's ability to advocate due to his exempt status.

The January 2023 Board of Health meeting adjourned at 5:41pm.

The next regular Board meeting is scheduled for February 22, 2023 at 5:00 p.m.

Respectfully submitted,

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

Approved:

---

Daniel Konrad, Chair  
Cabell-Huntington Board of Health

DRAFT