



Kanawha-Charleston Board of Health



Thursday, March 16, 2023

108 Lee Street East
Charleston, WV 25301
2nd Floor Board Room

MEETING NOTES

1. Call to Order—President Mr. Jeremy Nelson

The meeting was called to order with the President, Mr. Jeremy Nelson, presiding.

2. Roll Call—Kandy Forsythe

Ms. Forsythe called the roll.

Dr. Dara Aliff-Lao	Present
Ms. Jessica Hudson	Present Via Phone
Ms. Lillian Morris	Present Via Zoom
Ms. Danita Nellhaus	Present
Mr. Jeremy Nelson, President	Present
Dr. Arthur Rubin	Present

The President noted the presence of a quorum.

3. Moment of Silence

The President called for a moment of silence for those who have died from COVID-19 and first responders who have responded to the COVID-19 pandemic.

4. Report of the President - Mr. Jeremy Nelson

- a. **Approval of minutes** – With no further discussion, approval of minutes for the January 19, 2023, Board of Health meeting Upon motion by Dr. Rubin, seconded by Dr. Aliff-Lao, the question was put: Shall the minutes of the January 19, 2023, Board of Health meeting be approved? Motion carried.

5. Report of the Health Officer - Dr. Steven C. Eshenaur, DO, MBA

- a. **Strategic Plan Update** – Dr. Eshenaur stated Mr. Carl Hadsell has been very engaging. He has required participation from every employee and each will have an opportunity to be heard. Dr. Eshenaur informed the board that Mr. Hadsell would like to see the Board next. Dr. Eshenaur stated the questions asked were well stated, thoughtful questions and that good information will be gotten and all will benefit. No questions asked.

- b. **PHAB**– Dr. Eshenaur stated they had been working hard on the PHAB accreditation and Ms. Blackwood will present on this later. No questions asked.
- c. **Legislation Session**- Dr. Eshenaur stated the Legislation Session had ended some of the high visibility bills. With regards to the childhood immunizations, the exemptions that had been lobbied for did not pass. Dr. Eshenaur stated this was due to a large collective of many voices, to include health care professionals. Dr. Eshenaur further stated that we did not see passage of a number of bills that would have provided some type of exemption. Dr. Eshenaur also mentioned that the indoor cigar bill passed in the house but did not pass in the senate. Good to see that in place.

Ms. Morris asked with regards to the vaccines, what are the current exemptions that people can claim? Dr. Eshenaur stated just a medical exemption only. No further questions were asked.

- d. **EPIC**- Dr. Eshenaur stated the presentation from EPIC on different options on what may and may not work well, will be on Monday, March 20, 2023. Dr. Eshenaur stated they look forward to hearing from them. No questions asked.

6. Report of the Division of Administrative/Operations – Doug Beasley

- a. **Financial Update** – Mr. Beasley stated to the board there was a quarterly report of incoming expenses in their folder to review. Mr. Beasley stated KCHD was on track with a bank balance of just over \$2.1 million. Mr. Beasley explained there was a large outgoing of finance due to reimbursing the county for contract labor. We will get that back from FEMA. No questions asked.

Mr. Beasley stated the new Infrastructure Grant is coming down from the State. The grant will be for 3 years with the main goal to recruit new personnel and retain personnel for a better workforce. Mr. Beasley stated that distribution has been changed to LHD's receiving 60% so we should be getting approximately \$880,000. This grant will also allow us to retain some staff that are on some of the COVID grants that are expiring soon. Mr. Beasley further stated that this could also open other opportunities for incentives for current/future employees. No questions asked.

Mr. Beasley stated the Single Audit is in the final states, the accountant is reviewing the preliminary draft. Mr. Beasley further stated that there were no findings or issues. No questions asked.

- b. **Facility and Equipment Update** – Mr. Beasley stated they were looking into upgrading some building security issues to enhance employee safety. Mr. Beasley stated that they have added a security feature where the main front door could be immediately locked by pushing a button by the receptionist in case of an emergency.

Some additional security features we are looking to do are:

- Additional security cameras

- Adding key card access point to double doors downstairs that lead from the reception area to the office space and conference areas. These doors can also be controlled by the reception area to “buzz” people in.
- Consideration in upgrading the receptionist area wall and window area to make it more fortified. No questions asked.

Mr. Beasley stated that back in October 2020, they had ordered a mobile clinic from Matthews Specialty Vehicles. Mr. Beasley stated this has been a tumultuous ordeal. Mr. Beasley explained that the company had tried to add an additional 10% to the price of the mobile clinic, that was a \$60,000 increase due to price increases over the years. This was pushed back by us stating that the clinic should have been ordered before. Mr. Beasley stated the mobile clinic was currently in the production phase and the concern now was where to house the vehicle once received. The initial plan was for KCEAA to house the vehicle in a new station they were going to have in South Charleston, however, the station has not been built and there is no plan on when or if it will be built at this time. The vehicle can be stored at KCEAA's main facility, but it will be outdoors and not stored inside which creates some safety concern.

Ms. Nellhaus asked what the mobile unit will entail? Mr. Beasley stated it has 2 clinic stations and a reception desk. Mr. Beasley stated it will open a great deal of opportunities for outreach out and help with school vaccinations among many other things. The entire bus will be wrapped, and Ms. Price is working on the wrap portion of the bus.

Dr. Aliff-Lao asked if it takes certain certifications to drive. Mr. Beasley stated that it does not take a CDL but Mr. Canterbury does have a CDL if it becomes necessary. No further questions asked.

- c. Personnel** – Mr. Beasley stated there was a new hire at KCHD within the IT department. Mr. Anthony Canterbury was hired to assist Greg Rinehart. Mr. Beasley stated he had been there for a month and was a good addition to the staff. Ms. Cindy Kasic will be moving from her Sanitarian position to fill the Accounting Tech III position. With Ms. Kasic's banking experience, and Carol's retirement, she'll be an asset to Ms. Ramsey. Mr. Beasley stated they'll be posting for a new sanitarian in the near future. No questions asked.
- d. Department of Personnel** – Mr. Beasley stated they are still working on the Department of Personnel (DOP) situation and preparing a merit system. Mr. Beasley stated it had been temporarily placed on hold due to PHAB, budget, audits and other time sensitive projects being done, but it continues to be a work in progress. No questions asked.

Mr. Beasley stated there is a budget bill in legislation (HB2024) for a \$2,300 across the board pay raise for State workers. Mr. Beasley stated they are being advised that LHDs will be included in the bill. It also appears that if the legislation is approved by the Governor, we will have to go through the same process as last year, of having to go before the State DOP board for approval. Mr. Beasley further stated that if the legislation is signed by the Governor and the LHDs are included in the bill, and with the Boards approval, I would request the Board's

permission to draft a letter to the West Virginia DOP Board asking for inclusion in the across the board pay raise.

Dr. Rubin asked if Mr. Beasley anticipated that if DHHR breaks up, will it slow up finances with regards to KCHD? Mr. Beasley stated that he could not answer that question at this time. No further questions were asked.

7. Report of the Division of Clinic Services – Deborah Snaman

- a. **Clinic Update** – Ms. Snaman stated that numbers from middle of January to now, through the winter, the numbers are always low. The total clinic appointments were 817, drastically down from the last meeting. Ms. Snaman stated that there are 35 LTBI cases being managed, numbers often fluctuate with 43 from last report. No questions asked.

Ms. Snaman stated the Tuesday late night numbers vary. In January, there were 9 appointments, February 11, and so far in March, there are 5 with 35 over seas travel appointments. With Spring break coming, we expect overseas travel to pick up. No questions asked.

- b. **COVID Update** – Ms. Snaman stated COVID numbers continue to go down since last Board of Health meeting. KCHD has done 14 tests through QLABs, with 55 done previously, and billed through insurance. There were 206 COVID home tests distributed, number of home tests distributed last time were 396. Ms. Snaman stated 15 of those tests were to a senior center that had some concerns. Ms. Snaman also stated there were 230 vaccines given, with a total of 1757 COVID vaccines given last report. No questions asked.
- c. **Flu Update** – Ms. Snaman stated there were 282 doses of the flu vaccine administered, down from 2,201. Of the doses administered, 128 were high doses, down from 845 last report. Ms. Snaman stated the clinic occasionally gets requests from individuals who need it for school requirement. No questions asked.
- d. **Monkey Pox Vaccines** – Ms. Snaman stated the clinic has given 15 doses, which is up from the last report of 14. No questions asked.
- e. **New Clinic Information** – Ms. Snaman stated OLS now allows for extra genital specimen collections into STI clinics. No questions asked.

Ms. Snaman stated they have applied for a \$5,000 self-measured blood pressure grant that Ms. Blackwood will provided further details on in her report to the board. No questions asked.

8. Report of the Division of Environmental Services – Stan Mills

- a. **Inspections** - Mr. Mills stated they were caught up on inspections and scores are improving over time. Mr. Mills also stated that they are half way through the retail food standards and in September of this year, we can apply for grant money for training. FDA wants everyone to be consistent, however, they will not

penalize if you are not. Mr. Mills stated that they are 95% compliance in collecting permit fees. Some of these permits were as far back as 3 or 4 years old. This is the first time we have been like this. No questions asked.

- b. Sanitarians and Training** - Mr. Mills stated the sanitarian training has finished one hundred percent now. However, Mr. Mills stated, we will now have one more to train in the near future. Mr. Trey Abbot is now the new senior sanitarian with four years of experience. Mr. Mills further stated that morale is pretty high and the sanitarians are being empowered to do more on their own and make goals. No questions asked.
- c. FDA Service Code** – Mr. Mills stated in 2023, the FDA came out with a new food service code, which is dated 2022. West Virginia is currently in 2013. Mr. Mills stated the food service code was a 12 page pamphlet when he first came into the business. It is now a 600-page pamphlet. Mr. Mills passed a synopsis with the changes from the 2013 to 2022 of the service code stating there were not many changes. Mr. Mills stated that he would ask the board to adopt a 2022 code. Mr. Mills stated he will be asking Mr. Ray Burke, President of Gino's/Tudors to look it over and comment on how the changes might affect his operations. Mr. Mills stated that the code we operate under will be no older than the previous edition.

Mr. Nelson stated that that this FDA Service Code is to be added to the agenda for the next meeting and asked that the board familiar themselves with the changes and be prepared to ask any questions. No further statements or any questions asked.

9. Report of the Division of Epidemiology – Dr. J. Tolbert

- a. RSV, Influenza, and COVID** – Dr. Tolbert stated COVID cases remain low. Influenza cases remain low. COVID bivalent booster uptake among West Virginians ages 65 and up remains at around 31% which is lower than neighboring states. Respiratory trends excluding COVID show Rhinoviruses/ Enteroviruses making up 1/3rd of cases of respiratory illness during early March. The Bureau for Public Health reports that KCHD's enteric disease investigations were 100% complete for the 2022 year. No questions asked.

10. Report of the Executive Assistant to the ED/HO - Julie Blackwood

- a. PHAB** - Ms. Blackwood stated as Dr. Eshenaur said, they continue to work on the accreditation, with a great deal of work going into this. Ms. Blackwood stated they are meeting every other week. Ms. Blackwood stated to the board that there is nothing needed from them at this time. No questions asked.
- b. FEMA** - Ms. Blackwood stated that they are currently in a holding pattern for their final invoice that was submitted at the end of December. Ms. Blackwood stated that the invoice package is one of thousands of others submitted at the same time from across the country. Ms. Blackwood stated she had asked our FEMA contact for an update but had not gotten a reply. May 11, 2023 has been declared the last day of the COVID disaster and as such is the last day that

FEMA will pay any COVID-related expenses. We do not think there will be anything else to submit, however, Ms. Blackwood stated that she will not close out the application in case something happens before May 11th. It is easier to add expenses to the current project rather than file a second project. Ms. Blackwood stated that our partners had already been paid so the money that is being held by the state will come back to us once the final closeout is done. Total is just over a million dollars, so roughly \$250,000.00 will come back to us. No questions asked.

- c. **Marshall Self-Measured Blood Pressure Program** - Ms. Blackwood stated that their application for funding from the Marshall University School of Medicine for a Self-Measured Blood Pressure Monitoring program was successful. This is a short-term project that will run from April to the end of June. Ms. Blackwood stated the clinic staff will look at in-house referrals for blood pressure monitoring. Clinic staff will provide education on how to correctly take blood pressure at home, provide logs for tracking, and offer education on making lifestyle modifications to help control hypertension. No questions asked.

11. Report of the Public Information Officer (PIO) – Lalena Price

- a. Ms. Price not in attendance, no report given.

12. Unfinished Business

No unfinished business

13. Public Comment

No public comment

14. Old Business

No old business.

15. Adjournment

Upon motion by Dr. Aliff-Lao seconded by Dr. Rubin the question was put, "Shall the meeting be adjourned?" Motion carried.

Respectfully Submitted,



Steven C. Eshenaur, DO, MBA
Board Secretary