



Kanawha-Charleston Board of Health



Thursday, March 21, 2024
108 Lee Street East
Charleston, WV 25301
2nd Floor Board Room

MEETING MINUTES

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	Not Present
Ms. Jessica Hudson	Present
Ms. Lillian Morris	Present via Zoom
Ms. Danita Nellhaus	Present
Mr. Jeremy Nelson, President	Present
Dr. Arthur Rubin	Not 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 18, 2024, Board of Health meeting Upon motion by Ms. Hudson seconded by Ms. Nellhaus the question was put: Shall the minutes of the January 18, 2024, Board of Health meeting be approved? Motion carried.

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

- a. **General Report** – Dr. Eshenaur stated he serves on the Public Health Advisory Committee, and after significant debating, KCHD will join Shared Public Health Emergency Response Effort (SPHERE) which will include the counties of Clay, Nicholas, Webster, Braxton, Gilmer, Lewis, Upshur, Barbour, Randolph, and Tucker. Dr. Eshenaur stated KCHD is encompassed in the middle of the state and the commissioner wants to align the departments in regions with our influence and our input and get as many of the maps aligned as possible and get one regional map. Dr. Eshenaur further stated that KCHD is a one county region, and some regions have strong cabinets, and some have weaker, so this

brings concern regarding the regionalization of the Epidemiologist and how that is going to play out. Talk is grandfathering them all back to the states. Dr. Eshenaur stated that there is one less region in the state, which is good, and KCHD is part of an 11-county region. Some health departments do not have a health officer, so I think this is a win-win situation.

Ms. Morris asked, now that KCHD is part of a “bigger group”, does this impact financing or grants? Dr. Eshenaur stated no, that Kanawha has almost 180,000 people and they will align funding accordingly. Ms. Morris further asked if it would make a difference when KCHD wants to apply for grants, and can we do it independently? Dr. Eshenaur stated KCHD can do it independently, but it is better not to. Ms. Morris asked if the funding from the county and city would remain the same. Dr. Eshenaur stated yes, that any funding is purely county specific. No further questions asked.

Dr. Eshenaur stated that with regards to the legislature and childhood vaccinations, KCHD has promoted a lot of talk about the value of vaccines, which has been comprised of interviews, press releases and a letter to the governor’s office all in an effort to promote vaccines to protect children. Dr. Eshenaur stated there has not been polio here for 54 years. Dr. Eshenaur stated that one of the bills at the governor’s office would ease vaccines and we are hoping for a veto. That is our hope from the medical community.

Ms. Nellhaus asked what the timeframe was, was it 15 days from when he received it? Dr. Eshenaur stated that it is 15 days from when he received it, which was on March 27, 2024. No further questions asked.

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

- a. Financial Update** – Mr. Beasley informed the board that the bank balance was just over \$3.4 million, which does not include the 4th quarter State Aid funding of approximately \$429,000.00 which was just invoiced. No questions asked.

Mr. Beasley stated they are currently working on the budget for FY25 and there are several unknowns such as the state aid funding and the state pay raises, are we included. Mr. Beasley stated public health took a beating with legislation and is not sure what the funding will be. Mr. Beasley stated they will continue to work on the new budget so they will be better prepared when they have answers to their questions. No questions asked.

Mr. Beasley stated they had received a draft copy of the audit with no findings. Mr. Beasley stated there was one error under the retirement system that had it as 10% and it was 9%. But once we had talked to the auditors, it may have been an error, and it did not affect the calculations. Mr. Beasley further stated that John Shaheen, our accountant, had gone through the audit and had no problems with it. No questions asked.

- b. Facility and Equipment Update** – Mr. Beasley stated they had sold three vehicles on GovDeals that have been replaced by newer vehicles. Mr. Beasley stated the vehicles sold were a 2003 Jeep Liberty for \$2,200.00, a 2007 Ford Focus for \$3,250.00, and a 2013 Ford Focus for \$2,825.00 for a grand total of \$8,275.00. Mr. Beasley stated they were happy to work with GovDeals.

Mr. Beasley stated that in January, they were told that the DHHR van was to be parked due to no funding for fuel, etc. Mr. Beasley stated they may be able to get funding from the state for that and to find out what we need to do to acquire it from DHHR.

Mr. Nelson asked what the DHHR van was used for. Mr. Beasley stated it was used for STD, HIV testing, hard to reach areas and is great for testing during flood emergencies. Mr. Beasley stated it has all the equipment needed and has WIFI and a generator. No further questions asked.

- c. Department of Personnel (DOP)** – Mr. Beasley stated they were a constant changing agency and having issues getting positions filled. Mr. Beasley stated they have been holding interviews for the sanitarian position and the OA2 position previously held by Mr. Trey Abbott and Ms. Lynne Phillips. Mr. Beasley also stated that their part-time OA2, Ms. Danaysha Coping for environmental, left in the middle of March unannounced, so the staff there have been hit hard. Mr. Beasley stated that Ms. Green, Ms. Wyatt, and Ms. Hawkins have been working to cover the phones and still do their own jobs.

Mr. Beasley stated that Ms. Lisa Toms had been hired to the Nurse III position in February to work in the clinic and take some weight off them. Mr. Beasley stated she is doing well. No questions asked.

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

- a. Clinic Update** – Ms. Snaman stated that Ms. Lisa Toms started February 5th in the Nurse III position. Ms. Snaman stated she is doing well and fits in great with the clinic team. Ms. Snaman stated she has a great deal of experience and was instrumental in helping Ms. Sherry Davis with TB and STD's. No questions asked.

Ms. Snaman stated that overseas travel is starting to pick up and they had several appointments last week. No questions asked.

Ms. Snaman stated there were blood pressure classes completed March 11th, 15th, and another will be on the 21st, at the Shankin Center. The Shankin Center is associated with the YWCA with 11 women living at this location. On March 11th, there were two attendees due to people forgetting. On March 15th, there were six in attendance. No questions asked.

Ms. Snaman stated she did not have the clinic numbers for February due to EPIC. EPIC went live on February 5, 2024. Ms. Snaman stated the KCHD staff received a two-week EPIC training at St. Francis. Ms. Snaman stated that it was more of a sales pitch than training. The training was very hard to understand and basically worthless. When EPIC did go live, the EPIC staff was

at KCHD for two weeks. There were lots of issues and the clinic staff disliked it a great deal and is definitely not what was promised. Ms. Snaman stated it is more than what is needed in a health department. Advanced MD has their billing issues, but EPIC is so convoluted that it is overwhelming and labor intensive and we do the same things but in a different manner. When EPIC went live, they were in the process of getting it ready and more or less built it then and not ahead as stated previously. Ms. Snaman stated the EPIC staff was all over the place and changed things as they went. Things were built quickly, but they were not prepared as they should have been. Ms. Snaman stated they are now trying to learn how to do reports which is not working and why I do not have the February data to provide to you. Ms. Snaman stated she had explained to them that they would like to randomly pull, for example, how many 18 and under did we see among many other various random pulls. Ms. Snaman stated that when looking at it now, it is counting procedures, we must filter it if they have more than one procedure. Ms. Snaman further stated that the worst thing is, it is not picking up CPT codes. We just want a simple report. So, Samantha was asked to come and see what we use in Advanced MD and to show them this is exactly what we want. Ms. Snaman stated that that they had told EPIC they wanted what had been working in Advanced MD, and this doesn't integrate with Vaxcare. Ms. Snaman stated that they are not sure what plans they have, if they have any, to integrate. So, when registering in EPIC, which takes a lot of time, you must then enter into Vaxcare. Ms. Snaman stated she truly regrets going with EPIC. Fortunately, Ms. Snaman stated this is their down time. We talked to Dusty, our Vaxcare person and she showed us how to use community clinics, utilizing it for the school flu clinics next season. Going back to paper is not an option, we want to move forward. Double entry is an issue. Ms. Snaman stated that they did not know who to call for anything and Amanda, in the clinic, had to call the help number and the person was rude and condescending and Amanda put this person on speaker so we could hear how she was being talked to. This was reported but no one has responded back. Ms. Snaman stated she wanted a response and that it has been taken care of, but a response was never received. No questions asked.

8. Report of the Division of Environmental Services – Doug Beasley

- a. Environmental Update** - Mr. Beasley stated there are three sanitarians finishing up mandated training. They just did a week in Morgantown and completed pool training. Mr. Beasley stated that the training is wrapping up just in time for the coming busy season with festivals and will be getting out on their own soon. No questions asked.

Mr. Beasley stated Ms. Green and Ms. Wyatt have been working exceptionally hard to fill in the gaps of a vacant administrative position and to assist in whatever I have asked for while the new sanitarians are in training, and it is much appreciated. No questions asked.

Mr. Beasley told the board members in their binder; they would find a request to update the Environmental Fees for Permits. In the past, Environmental Fees for Permits were regulated by DHHR-Bureau for Public Health Legislative Rule 64CSR30. Mr. Beasley stated that in the 2024 Legislative Session, this

Legislative Rule is being rescinded and DHHR-BPH is allowing local government to set their own fees for permits, unless the fees are set in WV State Code somewhere else. Mr. Beasley stated the WV Local Health Association spoke with several other entities including the WV Association of County Commissions, in an effort to maintain some standardization and decided on the enclosed Environmental Fees for Permits. This is a 20% increase from the last standardized fee imposed by WV DHHR Legislative Rule 64CSR30 that was established in 2020. Mr. Beasley stated with the board's approval, the proposed 20% increase would have a 30-day public comment period and must be approved by City Hall and City Council. The procedure for this is outlined in Section 4 (page 4) of the document. Mr. Beasley stated that by June/July 1, 2024, it should go into full effect. It is all becoming more expensive, the equipment, gas, etc., which is a real eye opener, learning what all the sanitarians job entails. Mr. Beasley stated that they would have to have an additional meeting after the 30-day public comment period to review any public comments and move forward with the permit increase. Mr. Beasley asked Mr. Nelson to have the board vote for approval.

Approval of Environmental Fee increase for Permits – With no further discussion, Approval of Environmental Fee Increase for Permits, upon motion by Ms. Nellhaus seconded by Ms. Hudson the question was put: Shall the Approval of Environmental Fee Increase for Permits be approved? Motion carried.

Mr. Beasley stated KCHD would take care of the permit increase getting posted on the Secretary of State website to show it is an open comment period. No questions asked.

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

- a. **Epidemiology Update** – Dr. Tolbert stated COVID-19 infections decreased nationwide and in WV. Spike in November/December but currently 0.9% of ED visits are from COVID-19. Since January 18, 2024, six COVID-19 outbreaks have been monitored in Kanawha County. All are closed. No questions asked.

Dr. Tolbert stated influenza has been decreasing after a significant increase in January/February. Currently 2.9% of ED visits in Kanawha County are for influenza. Dr. Tolbert stated the flu vaccine appears to be 44% effective against influenza-associated hospitalization. Since January 18, 2024, seven mixed respiratory and Influenza A outbreaks have been monitored in Kanawha County. One outbreak remains open. No questions asked.

Dr. Tolbert stated for acute gastrointestinal illnesses, they have decreased significantly since February. There were 11 acute GI outbreaks that were monitored and closed in the period from January 18, 2024, to March 21, 2024. Organisms detected included norovirus, adenovirus, sapovirus, and clostridium difficile. No questions asked.

10. Report of the Executive Assistant to the ED/HO – given by Lalena Price

- a. **PHAB** – Ms. Price gave an update stating PHAB sent an email Monday requesting a response regarding potential conflicts of interest for the two people (a team chair and a team member) selected to be site visitors. The team chair is from Ohio and the team member is from Mississippi.

KCHD leadership reviewed these names and found no evidence of any prior relationship to KCHD or its employees. This has been reported to PHAB in advance of their requested March 25th deadline. No questions asked.

- b. **FEMA** – Ms. Price stated they had received the last payment of \$449,682.33, from the submission in December 2022 earlier this month. Ms. Price stated that during our audit process, and right after the state had cut the check, KCHD staff discovered a small discrepancy between the amount claimed to FEMA and the checks that were written for these expenses. Upon further investigation, it was determined that two figures in one of the checks written to reimburse the County had been transposed in the spreadsheet that was sent to FEMA. Ms. Price stated that this resulted in KCHD being overpaid by \$450.00. Ms. Price stated that Ms. Blackwood reached out to the State to determine the next step and how to resolve the matter. Ms. Blackwood has not heard back from the contacts at the State Division of Emergency Management yet. No questions asked.
- c. **Strategic Planning** - Ms. Price stated they are getting ready to launch the Planning Actions Coordinating Team (PACT). This is the team that was created during the strategic planning process to replace the Quality Improvement Committee, the Performance Management Committee, the Workforce Development Committee, etc., and Ms. Price stated that none of the previous groups have been active since COVID. Ms. Price further stated the plan is to have an all-day retreat outside of KCHD led by an external facilitator. The group will be charged with setting SMART goals related to the priorities identified in the Strategic Plan. Ms. Price stated that a final copy of the Strategic Plan will be available soon. No questions asked.

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

- a. **PIO Update** – Ms. Price stated they continue to spend a great deal of time on the importance of childhood immunization. No questions asked.

Ms. Price stated they need assistance on finding guests on the Spotlight on Health program. Ms. Price stated they had been able to fill the spots for the last year and a half, but they are now having a difficult time filling the spots. Ms. Price asked the board that if they think of anyone that has a public health topic to please let her know. Ms. Price suggested possibly doing a “meet the board of

health” spot with a round robin with all board members or possibly one at a time on the show. No questions asked.

Ms. Price stated the website is rolling along and mentioned that the environmental section is a bit of an issue at the moment, and the staff has been helping me with content due to it being outdated on the present website. Ms. Price stated that she did promise Mr. Rinehart that it will go live before he retires at the end of April. No question asked.

Ms. Price stated they had just signed another marketing ad with Dirty Birds. Ms. Price stated advertising will be in the bathroom and on the Dirty Birds field sign. No questions asked.

Ms. Price stated that Dr. Eshenaur, Ms. Blackwood and herself sat in on a crisis training. Ms. Price stated it was an excellent refresher and gave affirmation that we were doing well. Ms. Price mentioned the importance of this training in case another crisis was to arise. No questions asked.

Ms. Price stated they were looking forward to having summer clinics with the mobile unit. Ms. Price stated that the thought was to have them at the local high schools and to have a festive atmosphere and possibly have coaches and team captains and also get the community involved. Ms. Price also mentioned possibly having Dr. Eshenaur work with an additional doctor or two and having back to school physicals with these mobile unit and having them knocked out earlier in the summer. Ms. Price mentioned having seven schools, seven events in June and July and possibly have dunk the principal or dunk the coach, and possibly invite their bands and have more festive clinics to make more appealing. Mr. Beasley reminded everybody that they are losing two of the contract clinic staff due to the end of a grant. No questions asked.

Ms. Nellhaus stated there is a Guns to Garden event where people will have a “Safe Surrender” on May 4, 2024, at St. Marks Church on Washington Street in Charleston from 1:00 p.m. to 3:00 p.m. Ms. Nellhaus stated you can go to a private tent to relinquish the firearm and you will get a gift card to Walmart or Kroger and the guns will be made into garden equipment or art. Ms. Nellhaus stated it would be a good time with a lot of activity. Posters were posted downstairs regarding this event. No questions asked.

12. Unfinished Business

No unfinished business

13. Public Comment

No public comment

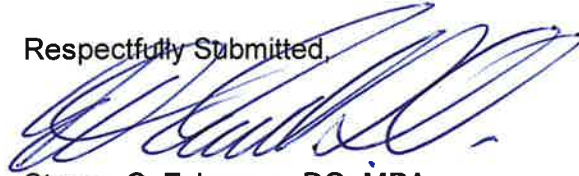
14. Old Business

No old business.

15. Adjournment

Upon motion by Ms. Hudson, seconded by Ms. Nellhaus the question was put, "Shall the meeting be adjourned?" Motion carried.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Steven C. Eshenaur', written over the typed name below.

Steven C. Eshenaur, DO, MBA
Board Secretary