



Kanawha-Charleston Board of Health

Thursday, September 15, 2022

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 via zoom
Ms. Jessica Hudson	Present
Ms. Lillian Morris	Present
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. **Election of Board President FY2022** – The president announced the West Virginia Code, and the Kanawha-Charleston Board of Health Bylaws require the board of health elect from its membership a president to serve a one-year term.

Upon motion by Dr. Rubin, seconded by Ms. Nellhaus, to elect Mr. Jeremy Nelson as president. Motion carried.

- b. **Approval of minutes** – With no further discussion, approval of minutes for the June 23, 2022, Board of Health meeting Upon motion by Ms. Nellhaus, seconded by Dr. Rubin, the question was put: Shall the minutes of the June 23, 2022, Board of Health meeting be approved? Motion carried.

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

- a. **Personnel** – Dr. Eshenaur introduced the new Public Information Officer (PIO), Ms. Lalena Price. Dr. Eshenaur stated Ms. Price has hit the ground running and has a lot of ideas for the health department and that Ms. Price will be presenting later in the meeting. Dr. Eshenaur also stated that Dr. Justin Tolbert is the new

Epidemiology Director. Dr. Eshenaur stated that Dr. Tolbert could not be at the meeting but is very knowledgeable and had been doing an excellent job long before he was named as the Director.

Mr. President thanked Mr. Mills for all the work he had done in stepping in to fill in as the Director of Epidemiology for the last two years.

Ms. Morris asked what Dr. Tolbert's background was. Dr. Eshenaur stated that he had graduated from medical school and chose to do epidemiology and threat prep work. No further questions asked.

- b. Grants** – Dr. Eshenaur stated that Kanawha-Charleston Health Department (KCHD) is in the process of forming a coalition to apply for larger grants. Dr. Eshenaur stated that KCHD had met with Cabell and Mingo County and is encouraged that there are four counties to start with, including Berkeley County. Dr. Eshenaur stated KCHD will likely partner with a university, either Marshall or West Virginia University. Dr. Eshenaur stated that this group of counties are very proactive and there are grants out there to have. We all have to agree on what we need to achieve, all the health departments that are involved. Dr. Eshenaur stated that Cabell and KCHD are PHAB certified, which helps. No questions asked.
- c. National Supply of MAB** - Dr. Eshenaur stated that the national supply of antibodies is now exhausted. KCHD will no longer be administering. Antibody treatments will now be billed to insurance companies. No questions asked.

Dr. Eshenaur stated he is blessed to have an organization with a strong team of Directors, who can take ownership and manage their own branches.

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

- a. FY21-22 Budget and Financial End of Year Report** - Mr. Beasley stated KCHD ended the year with a million-dollar surplus, mainly from ARP Funding that was received and FEMA reimbursements as a result of COVID. Current bank balance of \$2.6 million which fluctuates with grants coming in and state payments of grants. No questions asked.
- b. Insurance** – Mr. Beasley stated as of August 25, 2022, KCHD has switched insurance carriers from WV BRIM to WVCorp Insurance. With WV BRIM, the premium, minus cyber coverage for the coming year was going to cost \$62,700.00. \$3m cyber coverage was going to cost \$25,137.00 with Travelers for a total of \$87,837.00. The WVCorp premium which includes the \$3m cyber coverage costs \$57,526.00 for the year. This is a savings of \$30,311.00. The new coverage is equal or exceeds the coverage provided by WV BRIM. Approximately 15 other health departments have switched to them as well, with the City of Charleston also recently switching to WVCorp. Mr. Beasley stated the comparison chart was in the packet. No questions asked.
- c. KCHD Vehicles** - Mr. Beasley stated that KCHD has four vehicles that are no longer in use, to auction off. The vehicles to be auctioned are two 2007 Jeep Liberty's, a 2008 GMC Canyon and a 2008 Dodge Nitro. Gov Deals is what we

plan on using. The state, city and Sheriff's office has used this online auction site as well. All fees are transferred to the buyer and will cost KCHD nothing. Mr. Beasley stated that with the money received from the auction and additional funding, KCHD plans to acquire a full-size truck. Mr. Beasley stated that KCHD has trailers for Threat/Prep to move Pod supplies with no full-size truck to pull in an emergency.

Mr. Beasley stated that KCHD had received one of the mobile clinic vans from the State. They are advising that we will be getting two total. Mr. Beasley stated that they are considering deferring the 2nd mobile clinic van to another region that has multiple counties. Details are currently still be discussed with the State DHHR Tim Priddy. No questions asked.

- d. Personnel** - Mr. Beasley stated that there have been some personnel changes. At the end of June, 2022, Ms. Candy Nunley, LPN, left her full time position at KCHD and accepted a position with CAMC. She is still on the books for part time, when needed.

We hired an Accounting Tech III, Ms. Regina Burdette to start learning many of the duties that Ms. Carol McCormick had been doing as she continues to cut back on her time with KCHD. Ms. Burdette will also be helping Ms. Etta Ramsey with some of her duties. This hire replaces Candy Nunley's full time position.

Ms. Marianne Kraynanski retired, effective July 1, 2022, after 20 years of service from her Sanitarian position.

Ms. Destiny Newcome, a Sanitarian II, from Putnam County Health Department, was hired to fill her position.

Ms. Kandy Forsythe has gone part time temporarily to care for her father, who has dementia and continues to progress.

Ms. Danayshia Coping will be going fulltime and will be hired into the Office Assistant II position.

The IT and Nurse III positions have been advertised and are having issues being filled. No questions asked.

- e. Department of Personnel** - Mr. Beasley stated that the Department of Personnel (DoP) has been a huge obstacle in the hiring and retention of personnel for KCHD. The guidelines are inhibitive, time consuming and inefficient. There are several West Virginia health departments and other West Virginia State agencies that have left DoP or are planning on leaving in the near future. Mr. Beasley stated that he has been researching this for a while now and discussing it with Dr. Eshenaur, and with the Board's blessing, he would like to venture into the process of leaving the West Virginia DoP. Mr. Beasley explained to the board that this would be a long process, it would take several months to do the changeover so that it would be done properly and fairly to all parties involved. Mr. Beasley further stated that he had the date of July 2023 in mind to have everything in place and to sever KCHD's agreement with DoP.

Mr. Beasley explained that the most time-consuming part of this process is creating our own merit system, which we are required to have to qualify for certain federal and state grants and programs. The system used by the federal and state governments for hiring and promoting governmental employees to civil service positions on the basis of competence. The merit system uses educational and occupational qualifications, testing and job performance as criteria for selecting, hiring and promoting civil servants. The merit system was established in 1883 to improve parts of the governmental work force previously staffed by the political patronage or spoils system which allowed the political party in power the opportunity to reward party regulars with government positions. The merit system has been adopted by the state and local governments as well.

Mr. Beasley stated KCHD has met with Cabell-Huntington's leadership and found that their departure from DoP was one of the best things they have done, and it lifted so many restrictions. I have obtained a copy of their HD merit system and policies to use as a guide/template to prepare our own merit system. Mr. Beasley also mentioned that he has reached out to other health departments that have left DoP in an effort to hopefully obtain a variety of systems to come up with the best fit for KCHD and that will benefit all parties involved.

Dr. Eshenaur stated that KCHD serves the public and DoP is one of the most restrictive and limiting organizations making it hard to do our job.

Ms. Morris asked if there was a directive that has kept KCHD under the DoP. Mr. Beasley stated that there just has to be a merit system in place, and it does not impact retirement. Chapter 16 dictates, in the code, that any local board of health with appointing authority can appoint merits. Mr. Beasley stated that the Division of Highways just left this year, the Department of Education is not with DoP as well. Fayette, Lincoln, Mingo, and Marion Counties are no longer with DoP with several other counties looking into withdrawing from DoP as well.

Mr. President stated that he would entertain a motion to give Mr. Beasley and Dr. Eshenaur the boards blessing to explore withdrawing from the Department of Personnel. Upon motion by Dr. Rubin, seconded by Ms. Morris, KCHD shall explore withdrawing from the Department of Personnel. Motion carried. No further questions were asked.

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

- a. Personnel** – Ms. Snaman stated that Ms. Emily Wood had been working with Ms. Candy Nunley in processing bills and has been instrumental in keeping things current. Ms. Ashley Meadows has been working with Ms. Wood on her training with Advanced MD and staying on top of any questions. Ms. Snaman thanked Ms. Wood for taking on this role and for doing such a wonderful job. No questions asked.
- b. Clinic Numbers** – Ms. Snaman stated from August through mid-September, 1,100 clients have come through the clinic for back to school. Ms. Snaman stated that she expects to continue to see additional children throughout the month of September. No questions asked.

- c. **Tuberculosis** – Ms. Snaman stated that Tuberculosis (TB) remains steady with us. We have 48 cases, with 13 in que for review and we'll be receiving additional cases soon. No questions asked.
- d. **COVID** – Ms. Snamann stated in the last month, KCHD has done 135 tests that were sent to QLABS and billed through insurance. There were also 653 COVID home tests distributed. No questions asked.
- e. **BioNTech Pfizer Vaccine** – Ms. Snaman reported as of Monday, September 12th, there were 284 Pfizer vaccines given in the last few days. No questions asked.
- f. **Flu Shots** – Ms. Snaman stated that flu shots had arrived and began on Monday. We have returned to billing insurance, and it has worked out well for us. In the last few days, we have given 112 flu shots, with 63 being high doses. No questions asked.
- g. **Monkey Pox Vaccines** – Ms. Snaman stated that KCHD has given 73 doses of the Monkey Pox Vaccine so far. KCHD also participated in the pride picnic and did 41 doses there. There are very low numbers for those receiving their first dose, to come and get their second dose. This is a two-dose vaccine, and the second dose must be received. We are currently working to get them rescheduled and have successfully scheduled 24 for their second dose, with 5 going else where and we have 12 whose status is unknown. We will continue to call and try to schedule the remaining 12.

Dr. Rubin asked how the supply was for the Monkey Pox? Ms. Snaman stated that the state has been very supportive and has told us that we could get more if needed. No further questions asked.

- h. **Rand Area Mobile Clinic** – Ms. Snaman stated that KCHD held a mobile clinic in the Rand area where 3 flu shots, 3 COVID vaccines and HIV test were done. It was a very slow day but showed that we were still out there and helping those who need it. No questions asked.

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

- a. **Inspections and Training** - Mr. Mills informed the board that inspections numbers were included in the board packet.

Ms. Morris mentioned that in looking at your numbers, what are the animal encounters and nuisance reports? Mr. Mill stated that those reports can be anything from someone who tried to pick up a dead chipmunk, police dogs, to family dogs. Mr. Mills further stated that at the end of 10 days, we make sure that the dog, cat or ferret was still alive. Other animal bites would require the rabies prophylaxis to be given. Ms. Morris asked if snake bites count? Mr. Mills stated no, strictly rabies. With regards to nuisance complaints, Mr. Mills stated that there are different complaints, anywhere from someone not liking where a neighbor has their trashcans, to sewage issues and hoarders. We will go visit and educate. No further questions asked.

- b. Mr. Mills stated that Health Space was getting ready to go into the cloud and that more inspections will be done using tablets. This was to be in place six months ago and training in November, but probably won't be until December or January to get us into it. No questions asked.

Mr. Mills stated now that we have our conference room back, we will resume food handlers training, where the normal amount of people was 100 a week going through getting the training. That is good income for KCHD. No questions asked.

Mr. Mills stated the new sanitarians were on target with their swimming pool and sewage training. There is an OJT program that only the State can administer for a total of 64 hours. It costs about \$10,000.00 to train a new sanitarian. The initial cost is high and trying to retain is difficult.

Ms. Morris asked if there is a difference with the state level and KCHD? Mr. Mills stated there was, with KCHD being business friendly with our goal being education and not enforcement. However, you do have to push a little harder. No further questions asked.

- c. **Personnel** - Mr. Mills stated all sanitarian positions were filled. Janay Stewart, the Regional Epidemiologist, resigned today. With that said, Mr. Mills continued, our past Regional Epidemiologist, Dan Barker wants to return. No questions asked.
- d. **Presentation, Functions of Environmental Health** - Mr. Mills informed the board food inspections is the bulk of their business. Some places that are not often thought of as being inspected by KCHD are adult care centers, group housing, drug rehab houses, hotels, motels, and hunting camps to name a few. No questions asked.

Mr. Mills stated that with regards to drinking water, KCHD does some, but the state health department does more of that, where we are more of boots on the ground. Mr. Mills further stated the recreational water is also included. This can be anything where people swim to ensure there are quality standards. Pools can develop into a bathtub, so water samples are pulled out and every week they are submitted for test results. No questions asked.

Mr. Mills stated body art, tattoos and piercing are also part of the business.

Dr. Rubin asked if tanning salons were included. Mr. Mills stated that some counties do, but we do not. No further questions asked.

Mr. Mills stated that with schools, physical inspections are done every other year, a total of 40. Kanawha County schools do great with their inspections. Complaints are always answered. The school boards are very good at maintaining their schools. No questions asked.

Mr. Mills continued stating that manufactured home communities are included in what is inspected. At this time, we have 90 plus mobile home parks that are

inspected. Some of them are a nightmare to deal with, especially with the homeless.

Ms. Morris asked how many mobile homes does it take to make a community? Mr. Mills stated that it takes 4 mobile homes to make a community. No further questions asked.

For land development and home loans, the evaluation of sewage septic systems must be done. We approve these sewage septic systems; the well must test safe. We also do septic renewals, old honey dippers. We do inspect their trucks once a year and ask that they give us a log of pumping the tank to ensure they are not dumping in public. No questions asked.

Childcare facilities are a high priority with us. We are out there four times a year to ensure children are safe. No questions asked.

Mr. Mills stated that special events such as Rib Fest, are very difficult. There are lots of food associated with these events. There are portable toilets and temporary hand washing stations that must be there as well. We must ensure there are enough toilets and hand washing stations to accommodate people attending and that they are clean. No questions asked.

Mr. Mills explained that Environmental works hand in hand with Epidemiology. We get three to four food outbreaks a year. One outbreak, tainted tuna, had Histamines in it due to poor hygiene practices. No questions asked.

Still enforcing the Clean Indoor Act. Every complaint that we receive is logged and every time the sanitarian goes out, it is logged with detail. Mr. Mills stated that they stay busy with 8 Sanitarians and 1,700 permitted facilities, plus complaints received. No questions asked.

Mr. President stated during each board of health meeting, Mr. Beasley will have one of the Directors give a background on what they do and what their department encompasses. This will give everyone an understanding of what they are doing within KCHD.

9. Report of the Division of Epidemiology – Dr. Justin Tolbert Unavailable, reported by Stanley Mills

- a. **COVID Update** – Mr. Mills stated there is no way to know how accurate COVID numbers are with the home tests. As of today, there are 56,162 cases, 710 deaths and 55,224 recovered cases. No questions asked.
- b. **Monkey Pox Updated** - Mr. Mills informed the board of one confirmed Monkey Pox case. No questions asked.

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

- a. **FEMA** - Ms. Blackwood stated the July 1st Federal review went quickly this time around. The amount is just over \$600,000 and once the State finishes with its review, we should get 75%. The state holds the remaining 25% until the end of the project. Ms. Blackwood stated that all of the health department's expenses that have been submitted to date are incorporated in that \$600,000.00. To date, more than \$1,000,000 has been submitted to FEMA for reimbursement.
- b. **PHAB** - Ms. Blackwood stated they have submitted the application on July 31st and are waiting to hear back from PHAB before the documentation upload phase begins. Ms. Blackwood stated that PHAB is in the process of upgrading their computer systems which is delaying this. Mr. Mills added that we had three interns working on PHAB materials during the summer. No questions asked.
- c. **Greater Kanawha Valley Foundation (GKVF) Grant** – Ms. Blackwood stated they were applying for a grant from GKVF for strategic plan development. Foundation personnel were very encouraging about wanting to help us in this area. Ms. Blackwood stated that this particular grant was not really geared toward us, but in case there was funding, we were encouraged to apply. They had more than 60 applications. No questions asked.
- d. **Save-A-Life Day** – Ms. Blackwood stated KCHD was out on the East end and West side with the City's Quick Response Team (QRT) on September 8th. Ms. Blackwood stated this was a coordinated effort with the mayor's office and KCEAA. Ms. Blackwood stated that KCHD was with the Ambulance Authority, QRT in the afternoon in South Charleston and Saint Albans and the Quick Response Team went out to businesses. Overall, 160 kits and 320 doses of Narcan were given out. This was funded through the Office of Drug Control Policy. We are hoping those funds will be available next year so we can do this again. Dr. Eshenaur felt it was very well received and health reporter Caity Coyne and Kenny Kemp, a photographer with the Gazette-Mail walked every street with us and did a great write up in the Sunday paper. It was a very positive day. No questions asked.

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

- a. **Work Experience and Ideas** - Ms. Price introduced herself and stated that she was going to take a different approach as the PIO. Ms. Price stated she still intended to handle media relations but bringing a marketing brand. Ms. Price stated she intended to do some branding of the building, in an affordable way with banners dropped off the side of the building and messages out around the building. Inside the building, we do have a lot of public traffic, so we'll do better signage for people. Ms. Price stated she also intends to build up KCHD's social media pages such as Twitter, Instagram, Facebook, and video's through Tiktok.

Ms. Price handed a new social media policy to try and stop bullying on KCHD's page. Dr. Eshenaur mentioned that these were government website rules. This should stop the inappropriate comments and foul language.

Ms. Price stated she was also going to revamp KCHD's website. Ms. Price mentioned that they were working with West Virginia Interactive. They chose them because it gave us the opportunity to continue to have a .gov address. West Virginia Interactive has done numerous West Virginia websites. We will pay a \$40 a month hosting fee, and with having a pay wall, it may be a bit more. Not everything will be transferred over. We will be starting over with a modern website that will be written in the spirit of we are here to serve you. Ms. Price stated that all the directors have a hand in it. Bio's and pictures will also be part of the page we are a government agency. No questions asked.

- b. **Published First Op-Ed** – Ms. Price stated the first published op-ed on childhood immunizations is complete. We got a lot of press feed. Ms. Price stated the next one is going to be about heart healthy hunting.

Mr. President asked if anything is going to be done to get the word out on the flu vaccine. Ms. Price said she is going to get a fun campaign going regarding the flu and post it all over the social media as well as a news release. We want to try and have a little fun with this and engage people.

Mr. President asked about continuing efforts with the Monkey Pox in the next op-ed. Ms. Price said that they did do an interview with WCHS and Dr. Eshenaur did have some candid conversations with people. Ms. Price did assure all that they will see a lot of mini campaigns and that she is always open to new ideas. No further 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. Nellhaus seconded by Dr. Rubin the question was put, "Shall the meeting be adjourned?" Motion carried.

Respectfully Submitted,



Steven C. Eshenaur, DO, MBA
Board Secretary