



**KANAWHA CHARLESTON**  
**BOARD OF HEALTH**

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*Meeting Minutes*

*January 15, 2009*

**Board Members Present**

Ms. Brenda Isaac  
Mr. Robert Reishman  
Ms. Shannon Snodgrass  
Mr. James Strawn  
Mr. Stephen Weber

**Presenting Guests**

Dr. Laura Gateley  
Ms. Lolita Kirk  
Ms. Janet Briscoe  
Ms. Lois Deal  
Ms. Marcie Myers  
Ms. Anita Ray

**Board Members Absent**

Dr. Arthur Rubin

**1. Call to Order – President**

**a. Moving the Board meeting to the 1<sup>st</sup> floor Multi-Media Center – motion needed**

Ms. Isaac called the meeting to order at 4:32 p.m. As required by the Board's by-laws, Ms. Isaac requested a motion to hold the meeting in the 1<sup>st</sup> floor Multi-Media Center. The motion to move the meeting was made by Mr. Weber and seconded by Mr. Reishman. The motion passed unanimously.

**2. Report of the President – Ms. Isaac**

**a. Approval of the Minutes of the September 25, 2008 meeting**

Ms. Isaac asked that a motion be made to accept the minutes of the November 20th, 2008 meeting. A motion was made by Mr. Weber to accept the minutes and seconded by Mr. Strawn. The motion passed unanimously.

**b. Discussion regarding the County Commission's proposal to deed the KCHD building to the Board of Health.**

Ms. Isaac inquired as to what additional cost would come with the deeding of the building to the Board of Health. Ms. Kirk stated that the only foreseen additional cost would be cost of insurance on the building.

Mr. Weber stated he had heard there may be a requirement that the building be sold at public auction. Mr. Weber and Mr. Strawn expressed their concerns as to if there were some other reason behind this proposal, and questioned if the Board needed to proceed cautiously. Ms. Snodgrass asked how this decision had come about.

Mr. Weber informed the Board that he had discussed the proposal with Mr. Carper. Ms. Isaac stated that Mr. Carper had telephoned her as well and told her the Commissioners were going to discuss this issue at their meeting on January 22, 2009, and that they would like to have an idea as to how the Board felt. Ms. Isaac also stated that she had spoken with Commissioner Hardy and he felt that Board is capable of owning and running their own building. Ms. Isaac added that by the property being deeded to the Board, we can control our own destiny.

Ms. Isaac continued that she felt the County Commission wanted out of the middle of the situation with the building and they (the Commission) don't think the Board would stonewall any reasonable and adequate offer. Mr. Weber added this would enable the Board to dictate any sale.

Ms. Isaac added that someone from the County Commission had been in touch with BRIM and that everything could be worked out to transfer the coverage of the building to us. Mr. Reishman stated that we may even want to get outside quotes from other insurance companies.

The Board agreed unanimously to accept the County Commission's offer of the building.

### **3. Executive Session to discuss personnel issue**

Ms. Isaac requested a motion to go into Executive Session. Mr. Weber made the motion and Mr. Reishman seconded the motion. The motion passed unanimously.

The Board returned to open session and Ms. Snodgrass made a motion to return to regular session and Mr. Weber seconded. The motion passed unanimously.

### **4. Report of the Interim Health Officer – Dr. Gateley**

Ms. Isaac thanked Dr. Laura Gateley for her service to KCHD and stated this would be Dr. Gateley's last, official Board meeting. She was sure that Dr. Gateley would help Dr. Gupta through his adjustment period.

Dr. Gateley stated that it had been an honor to work for KCHD and to serve the community. She will do everything she possibly can to help Dr. Gupta make a smooth transition. She will be Charleston for several months and will gladly help in any way she can.

Dr. Gateley stated the Health Department continues to stay busy.

### **5. Report of the Administrative Director – Ms. Lolita Kirk**

#### **a. Financial Report**

Ms. Kirk advised the Board they would find the financial reports in their folders. She stated that the audit had been completed this week and the Mr. Reishman had made

himself available for the exit interview. Ms. Kirk also added that the final report should be out soon.

**b. Computer network costs**

Ms. Kirk informed the Board, regarding the State's recent decision to charge the Department for the support of the computer network, has become a reality. Ms. Kirk added that the Department has received a letter from the State stating they were withholding the first quarter of the costs for the Department's State Aid payment. Ms. Kirk also informed the Board that a committee has been formed to research methods of trying to offset the costs and that this committee will search for other avenues of funding.

**6. Report of the Director of Business Support Services**

**a. Patient Totals**

Ms. Myers informed the Board that the clinic patient totals were in their packets. Ms. Myers and Ms. Briscoe had a presentation they wished to present to the Board, however, Ms. Isaac requested the presentation be deferred due to the late hour and asked that it be presented once Dr. Gupta took his position. It was noted that a summary had been sent to the Board members by e-mail.

**b. Report on wellness activities, including the latest issue of the newsletter**

Ms. Myers advised the Board that the Wellness Committee had their first meeting of the year, January 5, 2009, and that Ms. Isaac had attended. The Committee agreed to purchase a Wii for the employees of the Health Department. They were planning a sports competition between employees and divisions, to be conducted during breaks and lunch hours. Ms. Myers stated that a second annual Healthy Heart breakfast has been tentatively scheduled for February 6, 2009 and a Go Green event is planned for March 17, 2009, at which time a second quarter Wellness Committee meeting will be held.

Ms. Myers informed the Board that the competition for the TYBS campaign had been completed and that the drawing for the prizes would be conducted after this Board meeting. There were a total of 40 entries that were entered into the drawings.

**c. Summary of this year's flu clinic activity.**

Ms. Myers noted that the monies for flu shots is still coming in. She stated the clinic had given 217 free walk-in flu shots; an additional 70 free to City employees and 231 to County employees. Ms. Myers also noted that information on the shots given and the income and expenses of the program were in the packets.

**7. Report of the Director of Environmental Health – Ms. Anita Ray**

**a. Environmental Health activity report**

Ms. Ray informed the Board that the Environmental activity report was in their packets and stated that the division had been keeping very busy.

## **Clean Indoor Air Regulation Enforcement**

Ms. Ray stated that the sanitarians were still going out and checking the bars for smoking. She stated that the first complaints filed had been dismissed due to incomplete complaint information. There had been seven (7) complaints on six (6) bars. Mr. Weber went on to add that he was frustrated with the period of time that the Prosecutor's office had taken in reference to notifying us about the hearings. Mr. Weber stated that he was planning a meeting with Mr. Mark Plantz (Kanawha County Prosecuting Attorney) regarding the length of time for having these hearings. He felt they should be within 60 to 90 days. Mr. Weber was also going to see if we could have one prosecutor assigned specifically in dealing with the CIAR hearings. Mr. Weber felt that the bar owners are showing disrespect for the law and hopefully this issue would get better once the hearings started. Mr. Weber suggested the Dr. Gupta be asked about using law enforcement for help. Ms. Ray stated that she had filed other complaints and had never had one to come back as filed incorrectly.

Mr. Weber stated that he wished to clarify the issue of the filing of the CIAR at the County Clerks. He added that the CIAR was filed properly and the information regarding the Health Department owing fees was incorrect. The law required that the CIAR be filed, not recorded. We don't have to pay to file that information. Mr. Weber felt that this incorrect information may have given KCHD a black eye.

Ms. Isaac stated that people don't see Secondhand smoke as being dangerous and hazardous, but she felt that we (the Board of Health) are doing our job. She said if a TB patient was working in a public place, that the reaction would be different. Ms. Isaac said that if people disobey public health ordinances, then actions need to be taken.

Ms. Snodgrass asked how the health permits were tied in with the liquor license. Mr. Weber said there has to be a violation before the liquor license can be revoked.

Ms. Isaac said she had meet with Ms. Ray and Environmental staff and she appreciated what they were doing and she wants them to continue to file their reports.

Mr. Weber was concerned about the safety of the sanitarians and he feels if it is necessary that he thinks that the City and County would probably be willing to provide law enforcement officers to accompany the sanitarians. Ms. Ray said they have used the officers in the past. Ms. Ray added that she is sending sanitarians out in pairs as a precaution.

## **8. Report of the Director of Epidemiology – Ms. Janet Briscoe**

Ms. Briscoe stated that she had been dividing her time between the Epidemiology and the Clinic.

### **a. Peanut Butter/Salmonella**

Ms. Briscoe stated that in reference to the Salmonella/peanut butters issues, there had been no reports of any kind in Kanawha County. Ms. Briscoe had been tracking this information with Ms. Ray (Environmental Director) and Dr. Gateley.

**b. Influenza**

Ms. Briscoe stated it had been a mild flu season. There had been one confirmed report of type A influenza and one confirmed report of type B. Ms. Briscoe reported that influenza cases were sporadic throughout West Virginia; however February is usually the peak month.

**9. Report of the Director of Health Promotion – Ms. Krista Farley**

**a. Take Your Best Shot**

Report given by Ms. Myers under her section.

**10. Report of the Director of Home Health Services – Ms. Lois Deal**

Ms. Deal informed the Board that her report was in their packets.

Ms. Deal informed the Board that the one software upgrade (Vision Care) that was needed had been completed. They still had one more problem that needed to be addressed with MISYS.

Ms. Deal informed the Board that she had been working with three (3) nurses since December. The shortage of nurses had hampered her ability to accept referrals. Two of the nurses were carrying a case load of approximately 20 patients and she (Ms. Deal) was handling about 10.

Ms. Deal responded to the Board's inquiry at the previous meeting as to justification of services that Home Health provides that no one else could. Ms. Deal stated that Home Health currently provides bowel programs for three patients, all of which are quadriplegic. Ms. Deal added that one patient has Medicaid and the Department is paid per visit. One patient has Medicare, with wound and catheter care and the third is an insurance patient with wound care. Ms. Deal stated that wound patients are costly and that quadriplegics are at a high risk for wounds. Ms. Snodgrass stated that WV Home Health did bowel training for aides. Ms. Deal replied that was not the type of service required by referenced patients.

Ms. Isaac stated that the Board was still gathering information as to if the Board would keep the Home Health program or let it go. Ms. Isaac added that Senator Foster phoned from CAMC and said that he hoped the program would continue. He (Senator Foster) also stated that KCHD would see patients that they (CAMC) couldn't get anyone else to see.

Ms. Isaac said that the Board was still looking into this situation and that if they decided to sale home health it would probably be discussed at the March Board meeting.

**11. Old Business**

Ms. Isaac stated that she has spoke with Dr. Gupta and he is excited about coming. Dr. Gupta stated that he may come for a visit in February to start house hunting.

Ms. Isaac said that Dr. Gupta and his family had been here in December and that she (Ms. Isaac) and Mr. Weber and his wife had taken Dr. Gupta and his family to dinner. Ms. Isaac went on to say that Dr. Gupta's wife was also interested in finding a job and Ms. Kirk said she had forwarded some information to Dr. Gupta and that they were excited.

**12. New Business** - Nothing to report

**a. Public Comment Period**

Mr. Evans stated that he was glad that the County Commission was talking about giving the 108 Lee Street property to the Board of Health. He went on to say that this was a public building and that the Board is the stewards of this building. Mr. Evans discussed the August 7, 2008 County Commission meeting which he attended and stated he had provided the Board with a copy of the meeting.

**13. Adjournment**

A motion was made by Mr. Weber, seconded by Mr. Reishman to adjourn. The Board then voted to adjourn.

Respectfully submitted,



Laura T. Gateley, MD  
Interim Health Officer

LTG/vj