



KANAWHA CHARLESTON
BOARD OF HEALTH

PO Box 927
Charleston, WV 25323
Phone: 304.348.6494
Fax: 304.348.6821
www.kchdvw.org

Meeting Minutes

May 21, 2009

Board Members Present

Ms. Brenda Isaac
Mr. Arthur Rubin
Mr. James Strawn
Mr. Stephen Weber

Presenting Guests

Dr. Rahul Gupta
Ms. Lolita Kirk
Ms. Janet Briscoe
Ms. Marcie Myers
Ms. Anita Ray

Board Members Excused

Dr. Arthur Rubin
Ms. Shannon Snodgrass

1. Call to Order – President

a. Moving the Board meeting to the 1st floor Multi-Media Center – motion needed

Ms. Isaac called the meeting to order at 4:33 p.m. As required by the Board's by-laws, Ms. Isaac requested a motion to hold the meeting in the 1st floor Multi-Media Center. The motion to move the meeting was made by Mr. Strawn and seconded by Dr. Rubin. The motion passed unanimously.

2. Report of the President – Ms. Isaac

a. Approval of the Minutes of the March 19, 2009 meeting

Ms. Isaac asked that a motion be made to accept the minutes of the March 19, 2009 meeting as written. A motion was made by Dr. Rubin to accept the minutes and seconded by Mr. Strawn. The motion passed unanimously.

b. Discussion regarding H1N1 Virus (Swine Flu)

Ms. Isaac stated that she has had numerous contacts during the past week regarding the H1N1 virus. Ms. Isaac also stated she had spoken with Ms. Briscoe and Dr. Gupta several times regarding travel plans for school field trips.

c. Tri-State Race Track

Ms. Isaac reiterated to the Board that Mr. Richard Tesler from the Tri-State Race Track has requested a written response to his exception to the Clean Indoor Air Regulation. Ms. Isaac stated that she did not feel that an exception should be made for the race

track. The other Board members agreed that no exception should be made to the Regulation. Dr. Rubin stated that it needed to be made clear to the public that the Board doesn't tell people they can't smoke and that the Board has an obligation to keep people from smoking where others will be affected. Dr. Rubin added that an exception to the Regulation doesn't need to be made. Ms. Isaac stated that a letter needed to be written and requested that Ms. Kirk assist her (Ms. Isaac) in preparing the Board's response.

3. Executive Session to discuss personnel issues and the sale of Home Health Division

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

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

The Board discussed the Budget for FY2010 and changes that the staff will need to make in order to balance the budget. After the discussion, the Board moved to eliminate two positions from the Epidemiology and Threat Preparedness Division. The Board added that the positions to be eliminated are the Epidemiologist I and Office Assistant II. The Board added that the reduction in force should occur by the end of the grant period or August 1, 2009. Mr. Weber made the motion to accept these changes and Dr. Rubin seconded. The motion passed unanimously.

Dr. Rubin made a motion to establish a committee to determine an amount for the sale of the Home Health Agency. The individuals elected for this committee were Mr. Weber, Ms. Snodgrass, Mr. Reishman and Ms. Isaac. Mr. Weber seconded and the motion passed unanimously.

4. Report of the Health Officer – Dr. Gupta

Dr. Gupta provided the Board with an update on the current status of the H1N1 virus and an overview of the Department's activities. Dr. Gupta stated that reports began coming in mid-April and have continued. He also stated that the Department's website is being updated on a daily basis with current data and new guidance as it becomes available. Dr. Gupta also informed the Board that Department has issued three press releases, he has participated in a live web chat through the Charleston Gazette and he and Ms. Isaac are scheduled for an appearance of Commissioner Hardy's television program on May 20th.

Dr. Gupta said that the Department will continue to provide information and participate in the WV Department of Health & Human Resources conference calls. He added that to date, there have been 5,764 confirmed cases and that 1 in 20 who came into contact with an infected person, would become infected also. He compared the current statistics to resemble the pandemic in 1957 more so than the 1918 epidemic, with a fatality rate of .4% to .6%. Dr. Gupta also stated that transmittal of the H1N1 isn't completely clear and it may be higher than the seasonal flu. Dr. Gupta stated the screening is different depending on the infected area of the determined state.

Mr. Weber questioned why this flu is so scary and Dr. Gupta stated that it is being compared to the 1918 "pan" which had a fatality of 2.7%. However, currently the percentage of fatalities from seasonal flu and H1N1 are about the same. Dr. Gupta went on to explain that

to be classified as a pandemic, there has to be three (3) factors: 1) it has to mutate; 2) it has to be passed from human to human and ; 3) it has to be life threatening.

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

a. Financial Report

Ms. Kirk stated that the Directors are still working to balance the budget. She added that information on the budget was also in their packets.

Ms. Kirk asked if the Board wanted to continue scheduling their Board meetings as they have done in the past or if they wished to make any changes. The Board agreed that they wanted to continue on as is.

Ms. Isaac stated their needed to be a special Board meeting set for June regarding the findings of the committee for the sale of Home Health and to approve a budget. Ms. Kirk stated she would schedule the meeting.

6. Report of the Director of Business Support Services – Marcie Myers

a. Clinic Info

Ms. Myers informed the Board that the clinic information was in their packets, along with a copy of the Wellness news letter.

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

Ms. Myers stated that Dr. Gupta had made a presentation at the Wellness breakfast and there would be another meeting in June targeting Health and Safety, where Ms. Ray's staff would be presenting. The Department's annual health fair is scheduled for July 15th and is for employees and their families unless the individuals want to pay for the services. PEIA and Carelink are billed during these fairs.

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

a. Environmental Health activity report

Numbers for this meeting were inconclusive due to the absence of one of her clerks.

Clean Indoor Air Regulation Enforcement

Ms. Ray stated that the sanitarians had been increasing their inspections of facilities for compliance with the Clean Indoor Air Regulation. Ms. Ray added that the City police officers and County Sheriff's Deputies have been very helpful and cooperative in the visits to the bars with the sanitarians. She also added that she is receiving favorable reports from the sanitarians.

Mr. Strawn asked about the grant from the Wellness Council and Ms. Ray stated that she had applied, however she had not received a response as of yet. Ms. Ray also stated that she had spoken with Ms. Christina Mickey and was told that Ms. Mickey's organization would match the \$5,000 from the Wellness Council.

b. Fees for Service

Ms. Ray stated that in 2004, the Board had approved a fee for reinspection. Ms. Ray added that since its approval the fee had only been used for food service establishments. Ms. Ray stated that she saw no reason to prohibit the Department to apply this fee to the reinspection for violators of the Clean Indoor Air Regulation. The Board agreed that the Department should make this fee applicable for the reinspections. Ms. Ray also explained that until all fees are paid, the owners of establishments would not be able to renew their permits

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

Ms. Briscoe stated that West Virginia had received notice of one suspected case of H1N1; however it turned out to be negative.

Ms. Briscoe informed the Board that the Department will be holding a Threat Preparedness Training and Exercise. Ms. Briscoe added that the training will be held on June 11th and the Exercise on June 12th. Ms. Briscoe added that the Department still needs volunteers as workers and mock patients.

9. Old Business

None.

10. New Business - Nothing to report

None.

11. Adjournment

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

Respectfully submitted,

Rahul Gupta, MD, MPH
Health Officer

RG/vj