

LAKE CUMBERLAND DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH DIRECTORS

June 2, 2009

The Lake Cumberland District Board of Health met on Tuesday, June 2, 2009 at The Lake Cumberland Area Development Office in Russell Springs, Kentucky.

Those present were:

Ann Melton, Adair County Judge Executive

Roger Smith, DMD

Ronald Wright, proxy Casey County Judge Executive to Barty Bullock

Adlie Brown, DMD

Linda Lee

Joseph Skipworth, MD

Mary Ann Blaydes Baron, proxy Green County Judge Executive to Ann Melton

Tibby Altman, RN

Blaine Phillips, proxy McCreary County Judge Executive Proxy to Barty Bullock

Rosalie Wright

Barty Bullock, Pulaski County Judge Executive

Maggie Turpen Roy

Robert Drake, MD

Bruce Jasper, DVM

Mickey Garner, proxy Russell County Judge Executive to Barty Bullock

Tonya Meece

Susanne Watkins, OD

Lora Sztendera, MD

Terry Coyle, RPh

Greg Rankin, proxy Wayne County Judge Executive Proxy to Barty Bullock

David Mayer, DO

Vesta Edwards

Absent from the meeting:

Ronnie Grant

Mohammad Afzal, MD

Lyle Huff, Clinton County Judge Executive

Jake Staton

Tim Hicks, Cumberland County Judge Executive

Terry Lawson

Eddie Rogers, Taylor County Judge Executive

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Robyn Sneed said there were 22 out of 29 board members present.

STAFF & OTHERS PRESENT:

Tracy Aaron, LCDHD Health Education Director
Melinda Copenhaver, LCDHD Administrative Services Manager
Becky Davis, McCreary County Health Department SS Supervisor
Liz Gaskin, LHN 2
Pam Godby, LCDHD Director Human Resources
Randy Gooch, LCDHD Director Administrative Services
Monica Hall, Nurse Supervisor 2
Jefferson Hickman, Environmental Health Supervisor
Donna Keen, Nurse Supervisor
Jamie Lee, LCDHD Nurse Program Manager
Jasie Logsdon, Epidemiologist
Sam Price, Senior Health Environmentalist
Jarod Simpson, Senior Health Environmentalist
Robyn Sneed, LCDHD Administrative Secretary
Stuart Spillman, LCDHD Environmental Director
Peggy Tiller, LCDHD Director Nursing
Amy Tomlinson, LCDHD PH Service Coordinator
Bonnie Tucker, Russell County Health Department SS Supervisor
Christine Weyman, Medical Director
Laura Woodrum, LCDHD Nurse Administrator

WELCOME

Chairman, Terry Coyle welcomed all board members, staff and guests to the meeting. **A quorum was present.** Randy Gooch led the invocation.

APPROVAL OF MINUTES

Copies of the minutes from the March 3, 2009 meeting were mailed to each board member for their review prior to tonight's meeting. There were no additions or corrections. Dr. Skipworth moved to accept the minutes. Dr. Stztendera seconded the motion. **Motion carried.**

Chairman Coyle said that he would like to bring to everyone's attention that after the last meeting he decided to appoint a smoking education committee and he made an executive decision by appointing Tonya Meece, Rosalie Wright, Judge Rogers and Dr. Drake to this committee so that they could review and approve the smoking education information. He also was pleased to announce that recently in his home town, Campbellsville City Council voted for a smoke free ban in all public buildings in Campbellsville effective after 90 days of being published publicly.

SWINE FLU UPDATE

Jasie Logsdon, epidemiologist, gave a brief update to the board regarding the LCDHD response to H1N1 influenza and the present situation in our district, state, nation, and world.

DIRECTORS FINANCIAL REPORT & BUDGET APPROVAL

Shawn Crabtree, Director gave a brief financial report and asked for any questions from the floor before he explained the proposed budget which was mailed to each board member prior to the meeting tonight. Mr. Crabtree explained to the board that he had met with the Budget Review Committee earlier in May to discuss the proposed budget. The members on the Budget Review Committee were Rosalie Wright, Maggie Roy, Dr. Skipworth, Judge Mickey Garner, and Judge Eddie Rogers. Mr. Crabtree read aloud several sections of the proposed budget and read over the letter enclosed with the budget explaining the changes on this year's proposed budget for 2009-2010. Mr. Crabtree reiterated to the members that it is very important to use all allocation funds or these funds will roll back to the state and to other health departments. Mr. Crabtree also said while we anticipate a \$74,363 decrease in state grant funding, we expect an increase in Medicaid revenues of \$448,910 (largely due to four new satellite school clinics and increased H.A.N.D.S. allocations) and Local Tax revenues of \$84,378. In short, our total receipts are expected to increase over our current fiscal year projected receipts in the amount of \$552,393.

Our total expenditures are expected to go up by \$871,426 over the 2009 projected final expenditures. Comparing this to our expected net allocations increase of only \$552,393 dollars, the difference will be made up by a decrease in expected year end surplus for 2009 – 2010 as compared to our projected surplus of \$319,037 for fiscal year 2008-2009.

As a summary of some noteworthy expenditure changes, our “Other Operating” line-item expenditures will decrease by \$380,445 due to a reduction in one-time 2008-2009 project expenditures (i.e. TLC Project kit expenses and mass mailings etc.), School Health Mini-grants funding and in various other discretionary areas (i.e. Kentucky Public Health Leadership Institute Special Project, etc). There is an expected decrease in “Capital” by \$49,867 as no major capital purchases are presently needed. There is a \$10,731 decrease in “Independent Contracts” which reflects a decrease of nurse practitioner service payments for prior fiscal years of \$40,000 and an allowance of 5% increase in independent contracts. Our “Salary/Leave/Fringe Benefits” line-item is projected to increase by \$1,291,332. The majority of this increase is related to:

1. Nine new positions and 2 positions approved in, but hired toward the end of fiscal year 2008 – 2009. Six of the new positions support new school sites or enhance our school program and will be funded by the new revenues from these additional sites; the other 3 new positions include 1 in

Health Education to support expanded demand, 1 for our Navigator Program (cancer case management) supported by the UK Navigator Grant, and 1 in maintenance (the cost off-set by eliminating one of our contractual cleaning services). The 2 positions added late in fiscal year 2008 – 2009 include 1 H.A.N.D.S. employee supported by increased funding, and 1 nutritionist supported by fee-for service revenue.

2. An increase in what we are required to contribute to employee retirement from 10.01% to 11.61%.
3. A 5% raise for all employees with consideration to the following:
 - a. Our organization is one of the most efficient Districts in the State Health Department system (State average cost per RBRV is \$43.56 and our District average cost per RBRV is \$33.65). This is directly attributable to every employee's attitude and desire to serve their communities efficiently and effectively for which it is our desire to reward them when the budget allows. This efficiency has allowed us to produce surplus revenues most every year which in turn allows us to support employee raises as a reward. This reward has a direct impact on maintaining employee satisfaction ratings above 90% which in turn has a direct impact on our patient satisfaction levels being above 90%.
 - b. Another important point is the only direct increase in taxation to the counties is relative to the increases in assessed property values, not an increase in the tax rate as it remains at the 1.8 cents per every 100 dollars in property value. Our District is fortunate to have the minimum rate allowed by law and it is through the efficiencies of our employees and good policy decisions of the Board we have been able to maintain this for our communities.
 - c. Another point of consideration is the fact that a direct increase in employee pay (when the budget allows) is a direct benefit to the 10 counties we serve because employees will spend those monies in the communities they live. This is especially a considerable benefit to the communities when there is no direct tax requirement to support those raises.

Mr. Crabtree said that the Budget Review Committee unanimously approved the budget and would like to make a motion to approve the budget and asked if there were any questions.

Dr. Smith inquired about our reserve amounts, Mr. Crabtree said we currently have close to a five million dollar reserve that would see us through about four months of operating expenses and is a little less than what the state requires us to have. Our reserves are divided between our operating account and we have several CD's which are accruing interest for us.

Maggie Roy said that the employees do not receive their raises at the same time; the employee receives their raise at their anniversary date.

Judge Melton asked if we get into our budget year and see that we can not meet our obligations what type of plan do we have, is there a layoff plan? Mr. Crabtree replied that we do have a layoff plan but it really would depend on what program had a cut and if the funding was to end as to what we would have to do. If our funding was to end, we have certain programs that have to keep going even if the counties had to raise taxes to keep those necessary programs going and we have a second and third tier of services that are offered according to the funding we receive for those programs.

After a brief discussion regarding our nurses starting base pay, Dr. Drake seconded the motion to accept the budget as presented. **Motion carried unanimously.**

HUMAN RESOURCES REPORT

Pam Godby, Human Resources Director reported that since her last report at the board meeting in March; we have had four (4) employees go off duty and we have had six (6) employees come on duty including (1) health educator, (1) nutritionist, (1) HANDs team leader, (1) LHN in Adair, (1) LHN1 in school program and (1) SSSA 1 in McCreary.

Chairman Coyle said we will meet again on September 22nd at the Lake Cumberland Area Development Office. He thanked everyone for coming to the meeting tonight and told them to have a safe trip home.

Terry Coyle, Chairman

Tibby Altman, Secretary

/rls