

LAKE CUMBERLAND DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH DIRECTORS
March 2, 2010

The Lake Cumberland District Board of Health met on Tuesday, March 2, 2010 at the Lake Cumberland Area Development Office in Russell Springs, Kentucky.

Chairman, Micky Garner, called the meeting to order and asked Judge Eddie Rogers to lead the invocation.

Those present were:

Ann Melton, Adair County Judge Executive
Ronnie Grant
Ronald Wright, Casey County Judge Executive proxy to Ann Melton
Adlie Brown, DMD
Linda Lee
Lyle Huff, Clinton County Judge Executive
Tim Hicks, Cumberland County Judge Executive proxy to Micky Garner
Joseph Skipworth, MD
Mary Ann Blaydes Baron, Green County Judge Executive proxy to Micky Garner
Barty Bullock, Pulaski County Judge Executive proxy to Ann Melton
Maggie Turpen Roy
Micky Garner, Russell County Judge Executive
Susanne Watkins, OD
Eddie Rogers, Taylor County Judge Executive
Roger Smith, DMD
Blaine Phillips, McCreary County Judge Executive proxy to Micky Garner
Robert Drake, MD
Lora Sztendera, MD
Sara DeBord

Robyn Sneed confirmed we did have a total of 19 board members/proxies present and was a quorum.

LCDHD Board of Health Minutes

Page 2 –March 2, 2010

The members absent from the meeting were:

Jake Staton
Terry Lawson
Hossein Fallahzadeh, MD
Greg Rankin, Wayne County Judge Executive
David Mayer, DO
Bruce Jasper, DVM
Terry Coyle
Rosalie Wright
Tonya Meece
Tibby Altman

STAFF MEMBERS PRESENT:

Tracy Aaron, LCDHD Health Education Director
Shelly Canada, LCDHD PH Service Coordinator
Melinda Copenhaver, LCDHD Administrative Services Manager
Shawn Crabtree, LCDHD Executive Director
Valerie Dykes, LCDHD Health Environmentalist
Sylvia Ferrell, LCDHD Nurse Administrator
Liz Gaskin, LCDHD LHN 2
Randy Gooch, LCDHD Director Administrative Services
Pam Godby, LCDHD Director Human Resources
Monica Hall, LCDHD School Health Nurse Administrator
Jefferson Hickman, LCDHD Environmental Health Supervisor
Jamie Lee, LCDHD Nurse Program Manager
Jasie Logsdon, LCDHD Epidemiologist
Sam Price, LCDHD, Health Environmentalist
Jarrod Simpson, LCDHD, Health Environmentalist
Robyn Sneed, LCDHD Administrative Secretary
Peggy Tiller, LCDHD Director Nursing
Amy Tomlinson, LCDHD PH Service Coordinator
Christine Weyman, LCDHD Medical Director
Laura Woodrum, LCDHD Nurse Administrator

WELCOME

Micky Garner, Chairman welcomed all board members and staff. As confirmed earlier, a *quorum was present*. Chairman Garner welcomed Sarah DeBord from Wayne County who is a new member and replaces Vesta Edwards.

APPROVAL OF MINUTES

Copies of the December 1, 2009 meeting were mailed to each board member for their review prior to tonight's meeting. There were no additions or corrections. Judge Eddie Rogers moved to accept the minutes. Judge Lyle Huff seconded the motion. **Motion carried.**

BUDGET REVIEW COMMITTEE

Chairman Garner said we needed to have a Budget Review Committee to review the budget prior to submission to the board at our next meeting in June. He said he would like to appoint Judge Eddie Rogers, Dr. Skipworth and Rosalie Wright to serve on the committee if it was all right with them.

KNOA STATEMENT

Mr. Crabtree explained to the board that he was recently contacted by The Kentucky Narcotics Officers Association (KNOA) which represents 300 narcotics officers in Kentucky regarding supporting the scheduling of Pseudoephedrine (PSE) in Kentucky to reduce our meth lab problem. He explained to the board that in 2009 Kentucky had 608 meth labs more than any other year so far. PSE is a component in the making of meth and by making this a prescription drug this would help decrease these meth labs. Mr. Crabtree explained that the KNOA would like the support of our board to require Pseudophederine be a scheduled narcotic. Judge Huff made a motion that the Lake Cumberland District Board of Health goes on record in support of making Pseudrophederine a scheduled narcotic. Judge Rogers seconded the motion. **Motion carried with full support of the board.**

NALBOH MEMBERSHIP CARDS

Mr. Crabtree passed out NALBOH membership cards to the board members and reminded them that they had previously voted to join NALBOH (National Association of Local Boards of Health).

POLICIES AND PROCEDURES APPROVAL

Mr. Crabtree explained to the members that he needed approval for the policies and procedures that he recently sent them to review. After having gone through our accreditation process last year, we plan to have our board approve our policies and procedures annually. Dr. Watkins moved to accept the policies and procedures recently mailed out to the board members. Dr. Smith seconded the motion.

Motion carried.

Mr. Crabtree told the board members that they were given a few handouts when they arrived to the meeting tonight. Those included a few policies that were not included in the recent mailing and those needed to be reviewed by them and approved also:

Inclement Weather Policy; Judge Rogers moved to accept the Inclement Weather Policy. Judge Melton seconded the motion. ***Motion carried.***

Family Planning Supplies Dispensing: Dr. Sztendera moved to accept The Dispensing of Family Planning Supplies Policy. Dr. Smith seconded the motion. ***Motion carried.***

Work Force Reduction Policy: Pam Godby explained that this policy had been approved last March by the board but that Frankfort notified Pam and explained they wanted each health department to have the same policy throughout the state and they made a few additions/explanations to our current policy. Judge Rogers moved to accept the Work Force Reduction Policy. Dr. Drake seconded the motion. ***Motion carried.***

DIRECTORS COMMENTS/FINANCIAL REPORT

Mr. Crabtree briefly went over our current financial status and reminded everyone that we are currently experiencing an \$800,000 reduction in the current year funding because of the changing of our rate schedule in our schools with our school nurses. Stuart Spillman our Environmental Director has recently been traveling to each county to speak with all of you regarding some of our environmental charges and he will be going into greater detail to explain some of these to you tonight. Also our school health director, Monica Hall, will be addressing the board tonight.

From a cash perspective we are currently \$898,000 in a deficit for year to date. Compared to last year at this time, we are actually \$26,000 better than last year's figures. The difference this year is that Medicaid who in the past has held a lot of payments until the end of the fiscal year, this year that has changed and they have been sending us payments quarterly. The money we will get from our HINI clinics will also help this year (estimated about \$100,000) but there is no guarantee for that funding next year. Considering all of these cuts, we are very concerned about our current year's budget as well as next year's. We have some budget strategies; we will be adding no additional unessential staff, no infrastructure projects, no special projects such as the school grants we did a couple of years ago, reduce training and staff meetings to essential meetings only, no tuition reimbursement for the staff and maybe at best, a cost of living raise if even that for the staff. Currently, we have eliminated some positions through attrition and have shifted some staff to higher revenue producing positions. When we present the budget in June, unless something unexpected happens, one of three things will have to happen in order to have a break even budget; (1) budget from reserves to cover our recurring cost temporarily, (2) cut staff and/or reduce programs, (3) increase revenues from somewhere (such as increased school and on-site fees). We need to know what philosophy you, as our board, want us to adopt.

ENVIRONMENTAL FEE INCREASE

Stuart Spillman, Director of Environmental Services explained to the board that he or one of the environmentalists had recently visited each of the board members to explain to them how the On-Site Sewage Program works and the fees associated with this program. He also reminded them that KRS 211.355 says: Any local board of health authorized as agent of the Cabinet for Health Services for the issuance of permits for on-site sewage disposal systems may set a schedule of fees reasonably related to the cost of administering programs; such fees shall be designed to fully cover the cost of the services but shall not exceed the cost of the services performed. Fees payable to the board shall be used by the board only for the administration of said program. Stuart explained that the On-Site Sewage Program has been operating in a deficit for some time; he also said there has not been a fee increase in the program since 1995. He said that revenues from other departments has been used to make up the difference for this deficit and that by allowing this to happen, we have been out of compliance by allowing local tax dollars to pay for the On-Site Sewage Program.

After some general discussion, Dr. Watkins asked Stuart why they were just now hearing about this deficit? Stuart explained to Dr. Watkins that this issue was addressed to the board at a meeting in March 2004 and the board did not pass the fee increase at that time even though they were informed they were out of compliance with state laws.

Chairman Garner said he just wasn't comfortable making a decision without having more of the board present for further discussion. This fee increase will be decided on at the next board meeting.

SCHOOL NURSE CONTRACT RATE INCREASE

Monica Hall, Director of School Health, spoke to the board and explained what an important position a school nurse has in her school and how busy these nurses are each day. She briefly talked about the surveys that recently were sent out to the schools and how favorable the results showed. As everyone knows, the rate has been changed for what the school nurse services are reimbursed at which is creating a substantial deficit for the health department, thus making a contract increase for our school nurses necessary. Monica explained what is presently being charged to the schools for their contracted school nurse and the savings to the schools by having a school nurse on site each day. Monica stressed what an impact the school nurses have on their communities.

Mr. Crabtree wanted to reiterate to the board that the amount of the rate increase is very minimal when compared to the amount of funding reduction we absorbed. Even if the rates are increased, the health department will still be absorbing the majority of the deficit incurred by the rate changes.

Chairman Garner again said he didn't want to take any action tonight until he felt like more of the board members would be present at the next meeting. Mr. Crabtree explained to the board that we really need to let the schools know ahead of time since they will be preparing and working on their budgets for the next year, of what our intentions may be for the next year concerning their school nurse contracts. He went on to tell the board that he will send out an email to all school superintendents letting them know it is very possible that their contracts will reflect an increase for the new school year this fall.

LOT NEXT DOOR TO THE DISTRICT

In other business, Mr. Crabtree explained to the members that the lot adjacent to the District office is currently for sale and he would like permission for them to make an offer on this property. He explained the property is very much in a bad state and has had a couple of actual "meth labs" explode recently and that the city is looking to condemn this property and tear down the building on this property. The bank that currently holds the deed to this property is looking for a buyer of said property but is asking an unfair amount. Mr. Crabtree explained that we desperately need parking space at the District office and could really use this land

for additional parking. He would like to have the board's approval for this purchase if we could acquire the land for \$50,000. He has spoke with the city mayor and the mayor has promised that if we can get the property, he would see to it that the city took care of the expense of demolishing the building and hauling away of the materials. Dr. Drake made a motion that if the bank will accept a purchase price of \$50,000 the District is to move ahead with the purchase of said property adjacent to the District office. Judge Eddie Rogers seconded the motion. ***Motion carried.***

HUMAN RESOURCE REPORT

Pam Godby, Human Resources Director reported that since her last report at the board meeting in December 2009; we have had four (4) employees go off duty and have had five (5) employees come on duty including (3) LHN 1; Pulaski, Russell and Taylor, (1) SSSA 1 in McCreary and (1) FSW in Pulaski.

Chairman Garner thanked everyone for coming to tonight's meeting and encouraged them to be present for the June meeting. The date for this meeting will have to be set a little closer to the time of the budget preparation.

Chairman Mickey Garner

Tibby Altman, RN Secretary

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