

LAKE CUMBERLAND DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH DIRECTORS  
March 1, 2011

The Lake Cumberland District Board of Health met on Tuesday, March 1, 2011 at the Lake Cumberland Area Development Office in Russell Springs, Kentucky.

Chairman Judge Eddie Rogers called the meeting to order and led the invocation.

Those present were:

Ronnie Grant  
Ronald Wright, Casey County Judge Executive  
Adlie Brown, DMD  
Linda Lee  
Lyle Huff, Clinton County Judge Executive  
John Phelps, Cumberland County Judge Executive  
Bruce Jasper, DVM  
Robert Drake, MD  
Joseph Skipworth, MD  
Misty Edwards, Green County Judge Executive  
Glenda Bagby  
Barty Bullock, Pulaski County Judge Executive proxy to Ronald Wright  
Maggie Turpen Roy  
Gary Robertson, Russell County Judge Executive  
Susanne Watkins, OD  
Hossein Fallahzadeh, MD  
E Truman Mays, MD  
Rosalie Wright  
Tonya Meece  
Sue Singleton  
Sarah DeBord  
Eddie Rogers, Taylor County Judge Executive  
Roger Smith, DMD  
Doug Stephens, McCreary County Judge Executive proxy to Rosalie Wright  
Greg Rankin, Wayne County Judge Executive

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Robyn Sneed confirmed we did have a total of 25 board members/proxies present and was a quorum.

The members absent from the meeting were:

Ann Melton, Adair County Judge Executive

Terry Coyle

Jake Staton

Thomas Rogers, MD

Vacant Wayne County board member seat

STAFF MEMBERS PRESENT:

Tracy Aaron, LCDHD Health Education Director

Melinda Copenhaver, LCDHD Administrative Services Manager

Shawn Crabtree, LCDHD Executive Director

Sylvia Ferrell, LCDHD Nurse Administrator

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

Robyn Sneed, LCDHD Administrative Secretary

Stuart Spillman, LCDHD Environmental Director

Peggy Tiller, LCDHD Director Nursing

Amy Tomlinson, LCDHD PH Service Coordinator

Christine Weyman, LCDHD Medical Director

Laura Woodrum, LCDHD Nurse Administrator

Several LCDHD employees from various departments also attended the meeting.

## WELCOME

Chairman Rogers welcomed all board members, staff and guests. Chairman Rogers introduced several new members to the board:

E Truman Mays, MD Pulaski Board Member (due to recent census information, the size of Pulaski has grown to 60,000 so that increases their member participation to six)

Glenda Bagby, Green County Board member

Misty Edwards, Green County Judge Executive

John Phelps, Cumberland County Judge Executive

Gary Robertson, Russell County Judge Executive

As confirmed earlier, a *quorum was present*.

## APPROVAL OF MINUTES

Copies of the minutes from the December 7, 2011 meeting were mailed to each board member for their review prior to tonight's meeting. Dr. Fallahzadeh moved to accept the minutes. Dr. Drake seconded the motion. *Motion carried.*

## BUDGET REVIEW COMMITTEE

Chairman Rogers told the board members they needed a budget review committee for the new fiscal year budget (2011-2012). He asked Judge Gary Robertson, Dr. Fallahzadeh and Judge Misty Sexton if they would be willing to serve on the committee. Chairman Rogers told them that normally the committee just meets with Shawn Crabtree and Randy Gooch for one afternoon to go over the proposed budget prior to presenting it to the full district for their approval at the June meeting. All three voiced they were willing to serve on the committee.

## HUMAN RESOURCES REPORT

Pam Godby, Human Resources Director reported that since her last report at the board meeting in December 2010; we have had six (6) employees go off duty- (3)three retired and (3)three resigned; we have hired two (2) part-time nurses; and one (1) APRN.

#### POLICIES UPDATE

Mr. Crabtree explained to the board that he needed approval for some minor changes in several of our current policies; he said that each department head with a change in their respective policy would be presenting the policy change tonight:

Pam Godby presented the Employee Handbook policies and procedures changes; Judge Huff moved to accept the changes; Dr. Drake seconded the motion. ***Motion carried.***

Monica Hall presented the School Health policies and procedures changes; Dr. Watkins moved to accept the changes; Tonya Meece seconded the motion. ***Motion carried.***

Laura Woodrum presented changes concerning Family Planning Clinics, and deleted contraceptives; Dr. Smith moved to accept the changes; Judge Huff seconded the motion. ***Motion carried.***

Melinda Copenhaver presented changes for LEP (Limited English Proficiency), Register Guidelines and Religious Exemptions; Judge Misty Sexton moved to accept the changes; Rosalie Wright seconded the motion. ***Motion carried.***

Stuart Spillman presented changes to the Environmentalist Disaster Guidebook and Temporary Food Service Codes; Dr. Drake moved to accept the changes; Tonya Meece seconded the motion; ***Motion carried.***

Jasie Logsdon presented changes to HAN Alert, Point of Dispensing and Staff Emergency Form. Judge Wright moved to accept the changes; Dr. Watkins seconded the motion; ***Motion carried.***

#### FINANCIAL REPORT/DIRECTORS COMMENTS/FURLOUGHS

Shawn Crabtree reported to the Board that we are projecting a 2 million dollar ending year deficit and to start next year around a 1 million dollar deficit. Hopefully, things will be a little better than that but probably not much. External threats to our funding still exist and we should all let our elected state and federal officials know about our pain. Public Health isn't immune to sharing the nation's economic woes, but we need to make sure the policy makers understand how our organization and communities are impacted.

He also explained to the Board about how our clinic nurses have reduced through attrition in the last couple years by about 20% and how our Health Education branch has reduced by 50%. Also, our School Branch is operating at a minimum staffing compliment. He told the board members that we have no choice at this point but to start hiring nurses when we have turn-over because the remaining staff can't meet the community demand.

Mr. Crabtree told the board members he was discouraged about the new WIC program roll-out. I know it has caused stress for our clerks and patients (and other staff). We have done what we can to intervene. At least most of the issues will resolve themselves over the next few months as we get all our patients transitioned into the new system.

He did add some more hopeful notes. The financial adjustments we have made as an agency will allow our reserve to stretch several more years and hopefully last long enough to weather this economic downturn. While our restructuring and recovery is slow, it is happening.

We are actively developing a "Wellness Profile Program" to attach to our website which our citizens can complete and receive customized wellness scores and suggestions; and a referral letter for needed health screenings.

Local Health Boards are increasing their contribution rates from 1.8 cents to 2.8 cents as required by the District Board of Health as minimum payment to participate in the district. Here is a summary so far: Clinton, Adair, Green, Taylor, Pulaski, Casey, Russell and McCreary have officially met and all, after healthy debate, voted to pay the new participation rate. Four major themes, from my perspective, have surfaced: 1) there is an understanding that the health department's services impact all citizens, 2) there is satisfaction with how the district is ran, 3) while no one wants to raise taxes there is an understanding that health departments have experienced major, unavoidable funding reductions, and 4) there is a realization it would cost more to be out of the district rather than be in it. Wayne and Cumberland Boards meet later this week.

Mr. Crabtree discussed the recent staff furlough days. He reported that since we lose revenue on the days we are furloughed the only way furloughs help us is to make up the lost revenue on later days. Since attrition has lowered our staff size it is becoming more and more difficult to make up this lost revenue. Thus the benefit of furloughs is waning. Our lower staff compliment is also starting to create some overtime in our clinics for the days that we are seeing patients. Mr. Crabtree said the board members might want to reconsider their former recommendation for three more furlough days to be added to the new fiscal year for 2011-2012.

Judge Rogers thanked Mr. Crabtree for keeping the members informed of the current financial status of the health department and thanked him for all he is doing to help during these declining economic hardships that everyone is experiencing.

With no further business, Dr. Drake moved to adjourn the meeting and Judge Huff seconded.

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Judge Eddie Rogers, Chairman

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Sue Singleton, Secretary

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