

LAKE CUMBERLAND DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH DIRECTORS  
September 6, 2011

The Lake Cumberland District Board of Health met on Tuesday, September 6, 2011 at the Lake Cumberland Area Development Office in Russell Springs, Kentucky.

Chairman Judge Eddie Rogers called the meeting to order.

Those present were:

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

## LCDHD Board of Health Minutes

Page 2 –September 6, 2011

Robyn Sneed confirmed we did have a total of 21 board members/proxies present and was a quorum.

The members absent from the meeting were:

Ronnie Grant  
Roger Smith, DMD  
Ann Melton, Adair County Judge Executive  
Jake Staton  
Truman Mays, MD  
Bruce Jasper, DVM  
Vacant Wayne County board member seat  
Terry Coyle  
Thomas Rogers, MD

### 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  
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  
Natasha Bowmer, Casey County Health Center  
Donetta Tungate, Taylor County Health Center  
Cherry Murphy, Taylor County Health Center

Sherri Gibson, Cumberland County Health Center  
Heather Capps, Cumberland County Health Center  
Karen Watson-Wethington, Casey County Health Center  
Gloria Sams, Cancer Control Specialist Kentucky  
Donna Parrish, Clinton County Health Center  
Judy Goforth, Pulaski County Health Center  
Audrey Thompson, Wayne County Health Center  
Sabrina Prater, Wayne County Health Center

#### WELCOME

Chairman Rogers welcomed all board members, staff and guests. Chairman Rogers asked Judge Phelps to lead the invocation.

As confirmed earlier, a **quorum was present.**

#### APPROVAL OF MINUTES

Copies from the previous meeting of May 31, 2011 were mailed to each board member for their review prior to tonight's meeting. Dr. Fallahzadeh moved to accept the minutes. Dr. Skipworth seconded the motion. ***Motion carried.***

#### CERTIFICATE PRESENTATION

Gloria Sams, Cancer Control Specialist with the Kentucky Cancer Program spoke to the board concerning all of the work that our county health centers do for the citizens of our state and what a wonderful job that they do. She explained that she was there tonight to represent the Kentucky Cancer Program and First Lady Jane BeShears to present each of our counties a certificate to commemorate cancer prevention and the 20<sup>th</sup> anniversary for Kentucky Department for Public Health Kentucky Women's Cancer Screening Program. Gloria presented certificates to each of our ten county health centers.

#### HUMAN RESOURCE REPORT

Shawn Crabtree, Executive Director gave the HR Report in the absence of Pam Godby, HR Director. Mr. Crabtree reported that since the last HR report at the May meeting; we have had eight (8) employees go off duty; three (3) abolished variable hour positions and four (4) new staff hired.

#### STRATEGIC PLANNING COMMITTEE UPDATE

Judge Eddie Rogers gave a brief update on the status of the Strategic Planning Committee. The committee has met twice with the Executive Staff members at the District office. Judge Rogers said that he plans to go to Frankfort with Shawn and Randy on September 19<sup>th</sup> and meet with Acting Commissioner of Public Health, Dr. Davis and Secretary of Public Health, Janie Miller. The committee is still trying to decide what their course of action will be. The committee members are Judge Eddie Rogers, Judge Misty Edwards, Judge Greg Rankin, Dr. Fallahzadeh, Dr. Skipworth, Rosalie Wright and Tonya Meece.

#### FINANCIAL UPDATE & DIRECTORS COMMENTS

Mr. Crabtree briefly went over the board handout with the board members concerning our recent financial year end close-out. We closed the year at a \$1,340,000 deficit. He reminded the members some of the attributing factors causing this deficit; all of which have been discussed at prior meetings.

Our county health centers have been having their State Site Reviews and have been getting very positive reports.

Our Onsite-Wellness Profiles are almost completed and we are hoping to be able to sell advertising space to help pay for the cost of this project.

Mini Grants Update-A few years ago, when financial times were better, our Health Board awarded several school health mini-grants in an effort to foster the development of innovative nutrition and/or fitness programs. Russell Springs Elementary has continued their program in earnest and reports what they believe to be good outcomes. In order to confirm their children's health is improving we (the school nurses) are taking BMIs on their fourth grade class at the beginning and end of this school year. Hopefully their program will indeed demonstrate effective outcomes.



Patient Satisfaction Surveys; Employee Satisfaction Surveys-We recently conducted our annual Patient Satisfaction and Employee Satisfaction Surveys and found that the majority of all comments were very positive. Mr. Crabtree said he was very pleased with these results considering our current financial situation and that we are under staffed.

Mr. Crabtree told the board we had recently received a certificate of recognition from the Governor congratulating us on our performance during the recent HINI outbreak and response to that.

#### POLICIES UPDATE

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

The following policies were presented: Clinic QA; HANDS QA; School Nurse/Potential Child Abuse; New Recommendations for Vaccinations and Quality Assurance/Public Health Practice Reference. Judge Wright moved to accept the changes to the current policies presented; Dr. Skipworth seconded the motion. *Motion carried.*

Mr. Crabtree reminded the board members that if they have not given their social security number and birthdates to Robyn to please do so tonight. Frankfort has to keep this information in their files in order for us to continue to bill to Medicaid as per Federal Regulations.

#### CLOSING REMARKS

Chairman Rogers again thanked everyone for their attendance at tonight's meeting. The next meeting will be December 6, 2011 and will be held at the new Russell County Health Center in Jamestown. Judge Wright moved to adjourn the meeting and Dr. Brown seconded the motion.

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Judge Eddie Rogers, Chairman

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Sue Singleton, Secretary

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