

LAKE CUMBERLAND DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH DIRECTORS
December 4, 2012

The Lake Cumberland District Board of Health met on Tuesday, December 4, 2012 at the Russell County Health Department in Russell County.

Chairman Judge Greg Rankin called the meeting to order.

Those present were:

Ronald Wright, Casey County Judge Executive Proxy
Adlie Brown, DMD
Terry Phelps
Roger Smith, DMD
John Phelps, Cumberland County Judge Executive
Joseph Skipworth, MD
Misty Edwards, Green County Judge Executive
Maggie Turpen Roy
Tonya Meece
Joe Silvers
Gary Robertson, Russell County Judge Executive
Hossein Fallahzadeh, MD
Eddie Rogers, Taylor County Judge Executive
Ann Melton, Adair County Judge Executive Proxy
Greg Rankin, Wayne County Judge Executive
Suzanne Watkins, OD
Barty Bullock, Pulaski County Judge Executive
Lyle Huff, Clinton County Judge Executive

LCDHD Board of Health Minutes

Page 2 – December 4, 2012

Robyn Sneed confirmed we did have a total of 18 board members/proxies present and was a quorum.

The members absent from the meeting were:

Jake Staton

Ronnie Grant

Doug Stephens, McCreary County Judge Executive

Sarah DeBord

Thomas Rogers, MD

Robert Drake, MD

Bruce Jasper, DVM

Linda Lee

Rosalie Wright

Sue Singleton

Marlene Richardson

Glenda Bagby

STAFF MEMBERS PRESENT:

Tracy Aaron, LCDHD Health Education Director

Melinda Copenhaver, LCDHD Administrative Services Manager

Shawn Crabtree, LCDHD Executive Director

Ken Dougherty. Brown & Dougherty, CPA

Pam Godby, LCDHD HR Director

Leah Jasper, LCDHD Director Administrative Services

Beth Thomas, 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

Amy Tomlinson, LCDHD PH Service Coordinator

Peggy Tiller, LCDHD Director Nursing

Christine Weyman, LCDHD Medical Director

Laura Woodrum, LCDHD Nurse Administrator

WELCOME

Chairman Judge Rankin welcomed all board members, staff and guests. Chairman Rankin asked Judge Barty Bullock to give the invocation.

As confirmed earlier, a *quorum was present*.

APPROVAL OF MINUTES

Copies from the previous meeting of June 26, 2012 were mailed to each board member for their review prior to tonight's meeting. Dr. Skipworth moved to accept the minutes. Dr. Fallahzadeh seconded the motion. *Motion carried.*

AUDIT REPORT

Ken Dougherty, CPA from Brown & Dougherty presented his recent audit report of the Lake Cumberland District Health Department. Mr. Dougherty explained that the audit was unqualified and was a clean audit with all internal controls in place. He also said that all staff was very helpful and courteous. Judge Rogers moved to accept the audit. Judge Phelps seconded the motion. *Motion carried.*

HUMAN RESOURCES REPORT

Pam Godby, Human Resources Director, reported that since the last HR report at the September meeting; we have had four (4) employees go off duty and five (5) new staff hired.

FINANCIAL REPORT

Shawn Crabtree, Executive Director presented the current financial report to the board. Mr. Crabtree expressed his appreciation to the board members for their dedication to the health department. He voiced his concerns regarding the current situation with the managed care companies which have contracted with the Department for Public Health in Frankfort. One of these companies hasn't paid our health department for any services this year and if this continues, this will affect our budget by approximately a 1.5 million deficit this year.

FINANCIAL REPORT (Cont. from page 3)

Our plans are to take from our reserves to cover this deficit but if this continues our school program and other clinic programs, eventually, will be in jeopardy.

ACCREDITATION UPDATE

Mr. Crabtree said that we are working on our accreditation and that the PHAB is up and going and they are working with three (3) health departments in the state that have turned in applications for accreditation. We are planning to continue to work toward accreditation but will wait to see the outcomes of the three other health departments and their results. It is likely we will seek accreditation during the 2013/2014 fiscal year.

EMPLOYEE SATISFACTION SURVEYS

Mr. Crabtree reported that the recent Employee Satisfaction Surveys were completed and the results show that (88) employees completed the survey. Generally the survey was comparable to last year's without significant changes.

APA (AUDITOR OF PUBLIC ACCOUNTS) UPDATE

Shawn Crabtree briefly explained to the board about the House Bill 1 pertaining to the Auditor of Public Accounts and their recommendations for the thirty one (31) standards that they use.

POLICIES UPDATE

Janae Tucker presented to the board two updates to our current policies: One relating to the clinic explained by Laura Woodrum regarding breast feeding in our clinics; and the second one stating that employee vaccinations are mandatory. Tonya Meece made a motion to accept the policy changes as presented. Dr. Fallahzadeh seconded the motion. *Motion carried.*

ELECTION OF OFFICERS

Chairman Rankin explained that the Executive Committee had met earlier that evening to discuss nominations for officers for next year. Tonya Meece said she would like to nominate Judge Edwards for Chairman, Dr. Fallahzadeh for Vice-Chairman and Sue Singleton to remain as Secretary. Judge Rankin asked if there were any other nominations for any of the positions; there were none. Tonya made a motion to nominate those people for the respective positions. Terry Phelps seconded the motion. ***Motion carried.***

With no further business, Judge Rankin told the board members and staff that he had enjoyed serving as Chairman for the past year. He wished everyone a Merry Christmas and safe travels. The next meeting will be March 5, 2013 at the Russell County Health Department at 7:00 pm EST. (6:00 CST)

Dr. Brown moved to adjourn the meeting. Dr. Smith seconded the motion.

Chairman Judge Greg Rankin

Sue Singleton, Secretary

/rls