

LAKE CUMBERLAND DISTRICT HEALTH DEPARTMENT

BOARD OF HEALTH DIRECTORS

September 03, 2013

The Lake Cumberland District Board of Health met on Tuesday, September 3, 2013 at the Russell County Health Department in Russell County, KY.

Chair Misty N. Edwards called the meeting to order.

Those present were:

Glenda Bagby, APRN – BC
Barty Bullock, Pulaski County Judge/Executive
Adlie F. Brown, DMD
Misty N. Edwards, Green County Judge/Executive
Hossein Fallahzadeh, MD
Ronnie Grant
Lyle Huff, Clinton County Judge/Executive
Linda Lee
Ann Melton, Adair County Judge/Executive
Richard Miles, MD
Terry Phelps
John Phelps, Jr., Cumberland County Judge/Executive
Gary Robertson, Russell County Judge/Executive
Eddie Rogers, Taylor County Judge/Executive
Thomas Rogers, MD
Sue Singleton
Joseph Skipworth, MD
Susanne Watkins, OD
James Wesley
Rosalie Wright

Doug Stephens, McCreary County Judge/Executive authorized Rosalie Wright to be his proxy.
Ronald Wright, Casey County Judge/Executive authorized Pulaski County Judge/Executive Barty Bullock to be his proxy.

Shawn Crabtree confirmed we did have a total of 22 board members/proxies present and a quorum was established.

The members absent from the meeting were:

Sarah Debord
L. Bruce Jasper, DVM
Greg Rankin, Wayne County Judge/Executive
Marlene Richardson, DMD
Joe Silvers
Keith Sinclair, MD
Roger Smith, DMD
Jake Stanton
Doug Stephens
Roger Smith, DMD
Ronald Wright, Casey County Judge/Executive

Staff members present:

Tracy Aaron, Health Education Director
Melinda Copenhaver, Administrative Services Manager
Shawn Crabtree, Executive Director
Sylvia Ferrell, HANDS Administrator
Carol Huckelby, Administrative Secretary
Leah Jasper, Director Administrative Services
Jamie Lee, Diabetes Program Manager
Peggy Tiller, Director of Nurses
Amy Tomlinson, Preparedness Manager
Laura Woodrum, Nurse Administrator
Beth Thomas, School Program Administrator
Pam Godby, Human Resource Manager
Becky Davis, McCreary County Clerical Manager
Candi Cummings

WELCOME

Chairman Judge Misty N. Edwards welcomed all board members, staff, and guests.
Chairman Edwards asked Honorable Barty Bullock to give the invocation.
As confirmed earlier, a **quorum was present.**

APPROVAL OF MINUTES

Copies from the previous meeting of July 24, 2013 were sent to each board member for their review prior to tonight's meeting. Jim Wesley moved to accept the minutes. Judge Rogers seconded the motion. **Motion carried.**

OLD BUSINESS

Board members were reminded to send Shawn Crabtree their Conflict of Interest Disclosure forms.

DIRECTOR'S COMMENTS

Shawn informed the Board that he has asked the counties to try to find out the history of their health department. Some of the history and documents they have found is now located on the LCDHD website under the About Us tab. Shawn also informed the board that he has located the Board's by-laws. After reviewing the by-laws he has found that there are some items the Board is not compliant in and has asked that consider how they want to correct this. This will be revisited at a later meeting.

FINANCIAL REPORT

Shawn Crabtree, Executive Director presented the financial report to the board.

LCDHD ended the previous fiscal year with a \$13,259.31 deficit. Unrestricted reserve funds were used to close out fiscal year; the net reduction in unrestricted reserves was \$259,024.55.

Current fiscal year is budgeted at a \$1.2 million deficit. This is due to increase in retirement, EPSDT funding loss, and changes in Medicaid billing.

Lyle Huff made a motion to approve the use of unrestricted funds. Joseph Skipworth seconded the motion. **Motion carried unanimously.**

POLICIES UPDATE

One policy was presented to the board. Board members were given a CD at the last board meeting with the Internal Control Policy and asked to review it. Judge Phelps moved to table the discussion until the board had more time to review the changes. Chair Edwards asked Shawn Crabtree to email the policy to the board members.

HUMAN RESOURCES

Pam Godby notified the board that LCDHD had four retirements since the last meeting and have hired three new staff members.

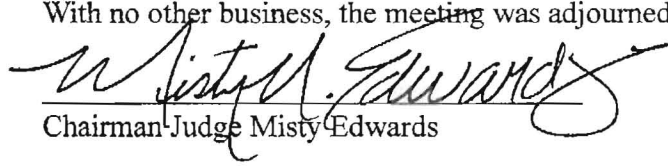
DISCUSSION

Shawn Crabtree informed the Board that there is a possibility that health departments could lose the ability to bill Medicaid. If this should occur, it could result in the loss of around 100 jobs. Shawn has asked the Executive team to begin planning for this and explained that delaying making plans could result in us being caught off guard and not having enough time to thoughtfully plan.

NEXT MEETING

Next meeting is December 3, 2013 at 7 p.m. EST at Jamestown Health Department

Judge Edwards asked if anything else needed to be discussed before adjourning the meeting.
With no other business, the meeting was adjourned.


Chairman Judge Misty Edwards


Sue Singleton, Secretary

/cah