

LAKE CUMBERLAND DISTRICT HEALTH DEPARTMENT BOARD OF
HEALTH DIRECTORS
September 1, 2015

The Lake Cumberland District Board of Health met on Tuesday,
September 1, 2015 at the Russell County Health Department in Russell
County.

Chairman Judge John Phelps called the meeting to order.

Those present were:

Adlie Brown, DMD
John Phelps, Cumberland County Judge Executive
Gary Robertson, Russell County Judge Executive
Randy Dial, Casey County Judge Executive Proxy
Richard Armstrong, Clinton County Judge Executive
Mike Anderson, Wayne County Judge Executive Proxy
Douglas Stephens, McCreary County Judge Executive Proxy
John Frank, Green County Judge Executive
Eddie Rogers, Taylor County Judge Executive
Richard Miles, MD
Hossein Fallahzadeh, MD
Keith Sinclair, MD
Ronnie Grant
Glenda Bagby
Sue Singleton
Rosalie Wright
James Wesley
Gayle Phillips, APRN
Patty Guinn, RPh
Matt Jackson, RPh

Robyn Sneed confirmed we did have a total of 20 board
members/proxies present and was a quorum.

LCDHD Board of Health Minutes

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The members absent from the meeting were:

Michael Stephens, Adair County Judge Executive

Darin Cundiff

Jake Staton

Gina Lee-Watson

Steven Kelley, Pulaski County Judge Executive

Bruce Jasper, DVM

Susanne Watkins, OD

Marlene Richardson, DMD

Lora Elam, RN

Stephanie Southard, MD

STAFF MEMBERS PRESENT:

Tracy Aaron, LCDHD Health Education Director

Shawn Crabtree, LCDHD Executive Director

Amanda England, LCDHD Epidemiologist

Sylvia Ferrell, LCDHD HANDS Director

Pam Godby, LCDHD HR Director

Leah Jasper, LCDHD Director of Administrative Services

Jamie Lee, LCDHD Diabetes Program Manager

Robyn Sneed, LCDHD Account Clerk III

Beth Thomas, LCDHD Director School Health Services

Amy Tomlinson, LCDHD

Janae Tucker, LCDHD QI Director

Christine Weyman, LCDHD Medical Director

Laura Woodrum, LCDHD Nurse Administrator

WELCOME

Chairman Judge Phelps welcomed all board members, staff and guests. Chairman Phelps asked Judge Rogers to give the invocation. As confirmed earlier, a ***quorum was present.***

APPROVAL OF MINUTES

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

EXECUTIVE DIRECTORS COMMENTS & FINANCIAL UPDATE

Shawn Crabtree reviewed our financial position and informed the members that our balance sheet through the end of the period has \$5,438,264.04 in cash, CDs and Petty Cash with \$78,501.39 owed in current liabilities. The balance is equivalent to 4.18 months of last year's operating expenses. Since we expect this year's average operating expenses to be lower since we no longer have the school nurses, it is likely this amount exceeds 5 months average operating expenses.

Since this is just a view of the first month of the 2016 fiscal year, the year-to-date and the month-to-date totals are the same, which was a deficit of \$545,875. That deficit was primarily because at the beginning of the fiscal year, DPH issues no payments, and the majority of our revenue for the period was just the Medicaid payments.

DPH has approved our District 2015 year-end closeout, agreeing with our 2015 year end calculation of a \$511,524 surplus.

Mr. Crabtree briefly discussed the financial hand outs given to the board members and asked for any questions related to the financial information he had given them.

TRUCK PURCHASE UPDATE

Mr. Crabtree advised the board that we have recently completed our purchase of our agency truck. This truck is used by our maintenance department and used daily to commute to all counties delivering supplies from the District, providing maintenance to the counties and providing lawn care. Our previous truck had many miles on it and was time to be replaced due to the engine no longer functioning or repairable. A lease option was considered but overall purchasing the truck was the best financial decision for the District.

MINIMUM WAGE/SALARY COMPRESSION

The Governor has recently raised the minimum wage for state workers making the starting hourly rate of \$10.10. This has resulted in “wage compression” for several of the lower grade levels in our agency. The state is currently working on a plan to rectify this but no final recommendations have been made yet. This will likely end up effecting some, if not, many of our staff. Mr. Crabtree reminded the board that we are going on our seventh year without a raise and that the Board and Administration will need to seriously consider some sort of cost-of living adjustment.

OUTBREAK UPDATE

Amanda England, LCDHD Epidemiologist gave an update of recent outbreaks in the District.

SPECIAL PROJECT UPDATES

Worksite Wellness Project-Shawn Crabtree told the members the project is going well and that the Citizens Bank & Trust Company in Campbellsville will be our pilot site and this will begin the week of September 28. We are waiting to hear back from two other potential sites.

Louisville Vitality Project-Jamie Lee informed the board that this is going really well and they are starting to see an increase in appointments.

Accreditation Update-Janae Tucker reported that all paperwork for accreditation has been submitted and we are waiting to hear back from PHAB.

SPEN Project-Laura Woodrum told the members that the Stroke Prevention Program was wrapping up and that the project overall had been successful and educational for everyone. Frankfort is evaluating the results to see if it was a financially feasible project.

Same Day Scheduling-is working well in all ten counties as reported by Laura Woodrum.

RYAN WHITE PROGRAM

Shawn Crabtree reported that we are in the process of hiring a Coordinator/Manager and four Outreach Case Managers for this new program that we are beginning. We are receiving more information regarding budget and training from the state about this new program we will offer. There was a question about hiring former school nurses for the open positions. Mr. Crabtree responded that, to the best of his knowledge, currently all school nurses have been either hired or offered jobs at other facilities.

NEEDLE EXCHANGE

Dr. Christine Weyman shared with the board her recent experience with the Louisville HD Needle Exchange Program. She felt this is a very beneficial program for our community. There was a long debate about this program. The board would like for us to do research and work with other community partners to determine the feasibility of getting this program established. Dr. Miles made a motion to proceed with working with communities and educating the public about the importance of needle exchange. Dr. Fallazadeh seconded the motion. There was no opposition. ***Motion accepted.***

POLICY UPDATES

Janae Tucker presented a proposed change to the dress code policy to allow staff to wear tennis shoes. By implementing this change, it would help encourage physical activity.

Jim Wesley made a motion to accept the new dress code policy. Dr. Fallazadeh seconded the motion. ***Motion accepted.***


Retirement Reception Funding was discussed and Leah will check with the state's legal counsel about the District funding these receptions.

HUMAN RESOURCES REPORT

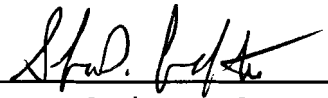
Pam Godby, Human Resources Director, reported that since the last HR report at the previous meeting, we have had five (5) employees go off duty and five (five) new staff hired in addition to two (2) Variable Hour Janitors.

Judge Phelps again thanked everyone for their attendance and the next board meeting will be December 1, 2015 to be held at the Russell County Health Center at 7:00 pm EST (6:00 pm CST).

With no further business, the meeting was adjourned.



Chairman Judge John Phelps



Shawn Crabtree, Secretary

/rls