

Adair County Board of Health Meeting Minutes

February 20, 2025

Board Members Present: Dr. Gary Partin, MD; Dr. Janella Brown, DMD; Billy Coffey, Dr. Janice Coffey, DVM; Dr. Jacob Burton, OD; Dr. Matt Jackson, RPH; Debra Cowan

Board Members Absent: Judge Exec Larry Russell Bryant; LeeAnn Jessee; Dr. James Bergin, MD; Sheri Hutchison, RN; Dr. Catherine Feese, MD

Others Present: Amy Tomlinson, LCDHD Executive Director; Ron Cimala; Shannon Matthews; Tracy Aaron; Keila Sullivan

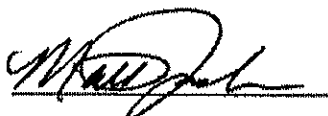
Agenda	Discussion	Motions
Welcome and Call to Order	Board Chairman Matt Jackson welcomed everyone and called the meeting to order. Roll call was given by Shannon Matthews, Office Manager for the Adair County Health Dept. A quorum was present.	
Approval of February 6, 2024 Board Minutes	Mr. Jackson called for a motion to approve the minutes from the last board meeting that was held on February 6, 2024.	Gary Partin so moved; seconded by Janice Coffey, motion carried unanimously.
Health Policy and Promotion Updates	<p>Health Policy and Promotion Coordinator Tracy Aaron presented each board member with a folder of information that included a Health Snapshot on County Health Rankings of Adair County and information comparing Adair County to other counties in the Lake Cumberland District area. Also included in the folder was information on QUIT NOW Kentucky, A Million Hearts Tobacco Cessation Change Package, and an Adair County Factsheet for 2024.</p> <p>A packet was also given to each board member from the Wellness Outreach and Education Program highlighting FY23-24 and diabetes information and statistics</p>	

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Public Health Scholarship Discussion under Old Business	At the 2024 BOH meeting there was discussion about the Board awarding a Public Health Scholarship for Adair County but Amy Tomlinson stated that the lawyer for LCDHD had advised against doing this with taxing district funds	
Presentation of the 2024 Financials	Ron Cimale presented the 2024 financial update as described on pages 6 and 7 of the board packet that was presented to each board member. He then went over the Profit and Loss Budget vs Actual Worksheet on page 8. Mr. Cimale informed the board that on June 30, 2024 the balance of the operating account was \$231,773.35	
Setting of Local Tax Rate	Ron Cimale discussed the tax rate and budget for FY 2025-2026. He presented three budget proposals with three different tax rates. See pages 9-16 of board packet	Janice Coffey made a motion to leave the tax rate at .03 cents per \$100 of assessed value for all property of real, Tangible and motor vehicle; Debbie Cowan seconded, motion carried unanimously.
Presentation of the 2025-2026 Budget	Ron Cimale presented the proposed budget with the current tax rate and also with and without optional expenses to include new landscaping around signs and flag pole, seasonal décor, and kitchen items. Mr. Cimale stated that an audit was due in 2025 and \$2750.00 would need to be added under that line item. The total budgeted costs with optional expenses were \$343,745.00 with a projected deficit of (\$28,537.64). Matt Jackson called for questions, discussions, or a motion for approval. After discussion the Board wanted to add \$5000.00 for a local initiative for a HPV vaccine mini grant.	Gary Partin made a motion to approve budget as presented with optional expenses and local initiative for \$5000 for HPV vaccine mini grant and \$2750 for 2025 audit. This made the budget show a \$(33,558.27) deficit. Janice Coffey seconded; motion carried unanimously.

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Term Expirations of Board Members	Board Chairman, Matt Jackson asked Shannon Matthews, Office Manager, to name individuals with a board term expiring. Those included Gary Partin, James Bergin, Catherine Feese, Janella Brown, and Billy Coffey. All members present accepted nomination for another term and Mrs. Matthews will reach out to the two members not present to see if they are still willing to serve.	Billy Coffey made motion to approve all nominations accepted and was seconded by Jacob Feese; motion carried unanimously.
Election of Chairperson and Officers	Amy Tomlinson reviewed appointed members of chairman, vice chairman and secretary of the board.	Motion was made by Janella Brown for Matt Jackson to remain as Chairman, Jacob Burton to continue as Vice Chairman and for Amy Tomlinson to continue as secretary of the board and was seconded by Debbie Cowan; motion carried unanimously.
Selection of Board Members to Serve on District Board	Amy Tomlinson reviewed the local board members serving on the district board. Those members are Judge Executive Larry Russell Bryant, Jacob Burton, and Matt Jackson	Janella Brown made a motion to leave Larry Russell Bryant, Jacob Burton, and Matt Jackson as district board members and was seconded by Billy Coffey; motion carried unanimously.

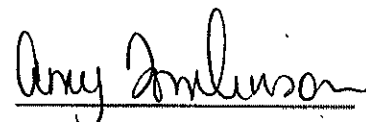
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Executive Director Amy Tomlinson Report	<p>Amy Tomlinson spoke with the board about LCDHD's Community Health Assessment in which she gave each member flyers and information about and discussed with the board that she would like to have 172 responses from the Adair County Community and ask the board members for help on this project. She encouraged the board to nominate any deserving citizens for the Dr. Hossein Fallahzadeh Public Health Hero Award that is given out the first of week of April during Public Health Week. Nominations for this award are now open. She also informed the board that there was recently a positive case of bird flu in Wayne County in a waterfowl and that respiratory illnesses including pneumonia, flu, covid, and pertussis was very much on the rise. She updated the board about the implementation of Workday last summer for all health dept employees and most recently the implementation of Electronic Medical Records that just started in our clinics across the district.</p>	
Adjournment	With all business conducted, Matt Jackson called for a motion to adjourn the meeting	Matt Jackson made a motion to adjourn and was seconded by Janice Coffey; motion carried unanimously.

Signed



Chairman

Signed



Secretary