

LAKE CUMBERLAND DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH DIRECTORS
September 2nd, 2025, at 7:00 PM ET, 6:00 PM CT

The Lake Cumberland District Board of Health met on Tuesday, September 2nd, 2025, at Russell County Health Department in Russell Springs.

Members Present	Members Absent
Judge John Frank (Proxy) Judge Jimmie Greene Judge Marshall Todd Rodney Dick Judge Randy Marcum (Proxy) Richard Miles, MD Susanne Lee, OD Joe Silvers, RPh Patty Guinn, RPh Robert Drake, MD Judge Barry Smith (Proxy) Grady Wilson Judge Scott Gehring Jacob Burton, OD Gina Goode Stephen McKinley, OD	Judge Larry Russell Bryant Pam Bills, APRN Joseph Brown, MD Judge Randy Dial Kay King, RN Judge Luke King Bruce Jasper, DVM Gayle Phillips, DNP, APRN Matt Jackson, RPh Judge Ricky Craig Tonya Shea, DO Kristen Branham Jake Staton Marlene Richardson, DMD

Also present: Amy Tomlinson, LCDHD PH Director, Ron Cimala, Laura Woodrum, Natasha Bowmer, Angela Simpson, Janae Tucker, Whitney Jones, Tanya Denney, Karcyn Brummett, Tracy Aaron, Carol Huckelby, Jeff Neagle, Dr. Christine Weyman, Stuart Spillman, and Jefferson Hickman

An invocation was given by Judge Greene.

After confirming a quorum was present, the meeting was called to order by Chair Jimmie Greene.

Topic	Discussion	Follow-up
Approval of Minutes	Dr. Robert Drake motioned to approve the prior minutes. Rodney Dick seconded the motion. The board voted unanimously to approve the prior minutes. Motion carried.	None
Old Business	Chair Judge Jimmie Greene asked if there was anything for which the administration had failed to adequately follow-up on since the last meeting. Nothing was noted.	
Director Comments	<p>Director Tomlinson provided an update on several items:</p> <p>KEHDS Software: She noted the new environmentalist software, KEHDS, has had a rocky start. Productivity has been down, and most learning thus far has been self-taught.</p> <p>HEART Program: She shared updates on the HEART program, which supports mothers in recovery from substance abuse. The program can serve up to eight families, with four families currently enrolled.</p> <p>Staffing Updates:</p> <p>Laura Woodrum was introduced as the new Assistant Director. She has served as the Director of Nursing for several years and this move represents a promotion.</p> <p>Natasha Bowmer, previously the Assistant Director of Nursing, will now serve as the Director of Nursing.</p> <p>Several employees have mentioned plans for retirement, with some considering leaving at the end of this calendar year and others next year. Many of these staff members are nurse supervisors with 27–30+ years of service. Leadership will determine how many positions need to be filled and</p>	None

	<p>how many responsibilities can be reassigned.</p> <p>Holiday Schedule: Director Tomlinson requested approval to close the clinics and provide additional staff days off on December 24, 29, 30, and 31, 2025. The board approved this request. Motion was made by Rodney Dick and seconded by Dr. Richard Miles. The board voted unanimously to approve. Motion carried.</p>	
Financial Update	<p>Mr. Cimala reported that there were limited updates to provide at this time. He explained that last year the district transitioned to Workday. Normally, this meeting would include presentation of the fiscal year closeout (ending June 30), but the state has not yet approved the submission. The closeout was submitted to the state last Friday, and Ron presented the submitted version to the board.</p> <p>He stated that at the December meeting, he will review the finalized statements (pending state approval) and provide the regular financial updates. Mr. Cimala also noted that auditors will be present at the next meeting.</p>	Email finalized report once completed.
Board of Health Annual Survey	Janae Tucker presented the results of the Board of Health Survey. She reported that the feedback was very positive overall. A total of nineteen out of thirty members submitted responses.	None
Internal Controls	Ron Cimala reported that revisions were made to the Internal Controls due to the implementation of the new Workday system. Approximately 25% of the wording in the financial section was updated. The board reviewed and approved the revised Internal Controls. Motion was made by Joe Silvers and seconded by Gina Goode. The board voted unanimously to approve. Motion carried.	None
PM/QI Plan	Karcyn Brummett presented the new Performance Management and Quality	None

	<p>Control Plan to the board for approval. She explained that the manual outlines the policy for conducting quality improvement projects, establishing policies and procedures, setting performance measures, and defining organizational goals. The plan is required for accreditation purposes. The board approved the plan. Motion was made by Joe Silvers and seconded by Gina Goode. The board voted unanimously to approve. Motion carried.</p>	
Policy Revisions	<p>Carol Huckelby presented policy revisions to the board, noting that the employee handbook had been updated to reflect policies previously approved by the board. She also reported that staff had been identified for random drug screening. Approximately 100 employees are included in the pool, with 10 employees to be selected each quarter. Screenings will begin this month.</p> <p>The board approved the policy revisions. Motion was made by Dr. Richard Miles and seconded by Dr. Stephen McKinley. The board voted unanimously to approve. Motion carried.</p>	None
Epi Report	<p>Janae Tucker provided an update on reportable diseases from the last fiscal year that were included in the CDC case counts for this year.</p>	None
Human Resources Report	<p>Carol Huckelby, Human Resources Manager, since the last meeting, four full-time merit employees and three part-time employees have been hired, and five employees have separated from the agency.</p> <p>She also noted that HR is working on a grant through KACO, the district's workers' compensation insurance provider, focusing on slips, trips, and falls. Last year, there were ten claims, with two of those cases resulting in extended time off.</p>	None

Chair set the next meeting date for December 2nd, 2025, as an in-person meeting at LCDHD District office at 7 pm EST/6 pm CST.

A motion was made by to adjourn by Joe Silvers and seconded by Dr. Steve McKinley. The Board voted unanimously to close the meeting. Motion carried, and the meeting was adjourned.

Honorable Jimmie Greene, Chair

A handwritten signature in blue ink, appearing to read "Jimmie Greene", written over a horizontal line.

Ms. Amy Tomlinson, Secretary

A handwritten signature in blue ink, appearing to read "Amy Tomlinson", written over a horizontal line.

12/2/2025