

KENTUCKY RIVER DISTRICT BOARD OF HEALTH
QUARTERLY BOARD MEETING

September 11, 2018

The Kentucky River District Board of Health met at 6:30 p.m. at the KRADD Conference Center located in Hazard, Kentucky, on September 11, 2018.

Members Present

Dr. Chet Ayers
J.B. Bowman
Donna Brewer
Judge Dennis Brooks
Dr. Don Holbrook
Judge Jimmy Sizemore by Proxy Eric Caldwell
Dr. Kenneth Slone
Sally Spaulding
Judge Cale Turner
Judge Jim Ward

Members Absent

Judge Scott Alexander
Lisa Blackburn
Gregory Collins
Dr. William Collins
Charles Long
Judge Steve May
Dr. Lisa Triplett-Short
Judge Zachary Weinberg

Other Staff Present

A. Scott Lockard, Secretary, Director
Helen Ascani, Administrative Assistant
Tammy Caudill, Accountant
Regina Reynolds, Administrative Specialist I
Connie Caldwell, RN Supervisor
Hope Kelly, RN Supervisor
Keven Nichols, Environmentalist Supervisor
Connie Johnson, Knott County Coordinator

Heath Vance, Leslie County Coordinator
Katrina Jones, Letcher County Coordinator
Kathy Begley, Perry County Coordinator
Stacy Wilson, Wolfe County Coordinator
Jackie Williams, HANDS Coordinator
Susan Kincaid, Health Promotion Coordinator
Nicole Caldwell, Home Health Nurse

Special Guest Present

Stephanie Combs, Intern, Morehead State University

I. Call to Order

Chairman Chet Ayres called the meeting to order. He welcomed the board members and staff present.

II. Roll Call was done by Helen Ascani.

With ten (10) of the eighteen (18) members present, there was a quorum.

III. Approval of Minutes of June 12, 2018

Dr. Kenneth Slone motioned to accept the minutes from the meeting held on June 12, 2018.
Judge Dennis Brooks seconded the motion.
The motion carried unanimously.

IV. Old Business

No old business was up for discussion.

V. New Business

- A. Clinical Services Scott Lockard for Libby Turner
- Provider days have been cut due to a decrease in demand for our nurse practitioners. Judy Combs only works six days per month. Lucreasie Lewis remains full-time.
 - There are more confirmed cases of Hepatitis A in the District. One case is at the Kentucky River Regional Jail. Sixty five (65) people at the jail were vaccinated. We have received a \$100,000.00 grant from the Department of Public Health to buy Hepatitis A vaccines. These vaccines will be used to vaccinate everyone at the Kentucky River Regional Jail, the Three Forks Jail, Letcher County Jail, and Leslie County Jail. They will also be used to vaccinate those in the homeless shelters. The Needle Exchange Program participants will also be vaccinated for free if they wish. We are also working with our food handlers and our schools to vaccinate those who are required to have the Hepatitis A vaccine.
 - Cases of influenza have been confirmed. Recommend for everyone to get their flu shot.
 - We have a full-time RN working at the Perry County clinic.
 - Hope Lucas, nurse at the Wolfe County clinic, will be leaving. She has accepted a position at the Breathitt County Health Department. We have posted for the position.
 - School Nurses: We have eleven (11) nurses serving eighteen (18) schools.
 - Go365 screenings: full schedule for September and October biometric screenings.

B. Environmental Services Keven Nichols

- We have done 1524 inspections and services in the last three months.
- The following two regulations were presented to the board for approval:

1. KRS 212.230 (1) Retail, Food Service, and Retail/Food Service Establishment Manager/Handler Certification

This regulation has previously passed, but needs to be updated with the new terminology.

Presently there are two classifications, Retail Food Services and Food Services Establishments. To include some folks who were left out when Frankfort changed their terminology, such as people who works in the meat department, the new classifications will be (1) Food Service (restaurants), (2) Retail (grocery stores), and (3) Retail/Food Service (combination of (1) and (2), such as Double Kwik) establishments. This will add some people who were left out back into the regulation.

Change in Section 6, Severability – If one part of the regulation is deemed unconstitutional it does not mean that the rest of the regulation is unconstitutional.

Judge Ward motioned to accept the regulation as presented.
 JB Bowman seconded the motion.
 The motion carried unanimously.

2. KRS 212.230 (1) (c) Penalty for Delinquent Permit and/or Inspection Fee Payment.

This regulation is to allow the Kentucky River District Health Department to assess a penalty fee for late payment of permit/inspection fees. The intent is to offer added incentive for payment by the deadline; and therefore, help ensure the entities are operating legally while reducing the costs incurred by the health department related to enforcement action.

The penalty fee will be \$100.00 if paid within the first thirty (30) days of delinquency; \$200.00 if paid within the next thirty (30) days delinquency. Closing procedures will be initiated after sixty (60) days of non-payment.

The penalty fee will be effective January 1, 2019. A letter will accompany the renewal bill informing the establishment of the penalty fee.

- Dr. Holbrook motioned to accept the regulation as presented.
Judge Ward seconded the motion.
The motion carried unanimously.

C. HANDS Services Jackie Williams

- In-house screenings are going well in clinics. HANDS staff are working closely with clinic nurses, clerks and county coordinators to ensure all WIC patients have access to the HANDS staff and resources.
- Staffing issues: there are some staff who are on extended medical leave and there are also vacancies needing to be filled. One staff has been hired for the Perry County clinic and will start next week. Currently, there are not enough staff to cover all the services.
- July’s revenue was down, but August’s revenues are much better.
- We are maintaining our community partnership even though we are not as visible at meetings and in the community as we like to be.
- A team meeting is scheduled for Friday, September 14, 2018. We will be focusing on team building and program goals.
- In January, we will have a QA site visits.
- Billings are going well in spite of moving most of the clerical staff into direct services.
- We will be hosting two practicum students in Lee, Owsley, and Wolfe, and one student in Perry.
- The HANDS promotional campaign on WYMT are going well.

D. Health Promotion Services Susan Kincaid

- Maternal Child Health (MCH):
 - The five packages that were chosen are (1) Bullying and Suicide Prevention, (2) Healthy Communities, (3) Coordinated School Health, (4) Safe Sleep in Childcare Setting, and (5) Prenatal Referrals. Alesha Staley has been hired to handle the first three packages. She will work out of the Leslie County Health Department. Emma Davidson will be covering Safe Sleep, and Alice Wilson for Prenatal Referrals.
- Childcare Health Consulting (CCHC):
 - Following up on the CLIK grant focusing on healthier environments in child care centers located in Perry County, four centers have produced tomatoes and peppers on the raised beds. It is a very popular program with the kids and the centers.
 - Eight child care centers have switched to Sleep Sacks instead of blankets.
 - Emma Davidson leads all CCHC’s in the whole state in clock hour trainings of daycare and Head Start staff on health, safety, and nutrition. She is a great asset to our agency.
- Tobacco Program:
 - All KRDHD campuses are 100% tobacco free. Signage have all been posted.
- Positive Potential (Abstinence) Program:
 - Received a Sexual Risk Avoidance grant so we will no longer be doing abstinence only classes. We will be doing a short lesson on birth control for the 7th graders. This may be some controversy with the birth control lessons. Ms. Gabbard will be speaking to all the school principals to let them know they will be adding the topic to the curriculum.
- Communication:
 - Our website will be revamped in the near future. It will be mobile friendly.
 - The Health Promotion team will be going to all the counties asking “What will make the KRADD healthier?” This will be part of the community assessment project.
 - We will no longer just hand out freebies at health fairs. Instead, we will be giving out healthy snacks or sugar-free drinks.
 - The Health Promotion team has been doing the WYMT Moms Everyday segments. Topics that covered include Health Center Services, Curriculum in Schools, Safe Sleep, Tobacco Use during Pregnancy, and Flu Season.
 - Stephanie Combs, an intern from Morehead State University, has been working with Susan for the last month. She is a great asset to the team.

- E. Home Health Report Connie Caldwell and Hope Kelley
- The following data was presented to the Board:
 - Total Census as of August: 134 patients. Lee, Wolfe, & Owsley counties' census have gone up. Leslie's census has decrease, and Knott County has remained the same.
 - The number of referrals for Lee, Wolfe, and Owsley counties remained the same as last year. Knott county referrals have increased slightly, and Leslie County referrals have decreased. Ms. Caldwell believes the reason for the decrease in Leslie County is because Mary Breckinridge Home Health now has physical therapy.
 - Total number of visits, year to date: 10,169.
 - On an average, we are in the home for 62 days per patient.
 - Total number of admissions, year to date: 291. This is the same as last year.
 - The top referral source is the University of Kentucky Medical Center.
 - Medicare is the top payer source.
 - The Medicaid Cost Settlement will be \$91,129.75. Hopefully, the agency will receive the settlement by the end of the year.
 - The Home Health Policies & Procedures, and By-Laws have been updated to reflect the new conditions of participation that went into effect in January.
 - Policies that were updated include Transfer & Discharge, Flu & Pneumonia, Bed Bug, and HIPAA.
 - The Home Health Advisory Committee met prior to the start of this meeting and has approved the changes. They recommended the board to accept the updated policies.
 - Judge Brooks motioned to accept the recommendation of the Home Health Advisory Committee. Dr. Holbrook seconded the motion. The motion carried unanimously.

- F. Director's Report Scott Lockard
- The Commissioner's Advisory Committee continues to meet regularly to discuss the future of public health from a global perspective. The biggest concern is retirement going up to 84% on July 1, 2019. The committee is planning to draft some legislations that will give the health departments some relief once the mid-term elections are held.
 - The SOAR Conference was held in Pikeville on August 30 & 31, 2018. Mr. Lockard was a presenter on the health panel on the first day of the conference along with MCHC, UK Center for Rural Health, and the CEO of Marcum Wallace Hospital. The Health Promotion team had a booth displaying information on smoking cessation and the danger of exposure to second hand smoke.
 - The Needle Exchange services continue to grow. The Knott County Board of Health and the Leslie County Board of Health voted to approve having the needle exchange services. The next step will be to work with the Fiscal Courts and the City Commissioners to expand the NEP services.
 - The Mobile Pharmacy from the Department of Public Health was in Whitesburg, Letcher County, on July 26, 2018, for the Narcan Myolaxin education. We had the most successful Narcan distribution even in the Commonwealth of Kentucky to date. 188 kits of Myolaxin were distributed. Each kit contained two doses. Our partner from AVOL did free Hepatitis C and HIV testing on site. We received coverage for the event on NPR. The Mobile Pharmacy will be in Wolfe County on October 10, 2018. We will be partnering with the Extension Office for the event. It will be from noon to 4:00 p.m. at the Extension Office.
 - There is a class action lawsuit brought by cities and counties against pharmaceutical companies because the opioid epidemic. The agency has been asked to join the class action lawsuit as a health department. We would be one of two health departments representing all health departments in the 161 counties of the Commonwealth. It would not cost us any money up front to join in the lawsuit. It is totally on a contingency basis. Any money received from the lawsuit would come directly to the health department and not channeled to a third party entity. We will decide on how to spend the money, not someone in Frankfort. Mr. Lockard recommends to the board for the KRDHD to join the class action lawsuit.

Judge Ward motioned to accept Mr. Lockard's recommendation for the KRDHD to join the class action lawsuit.
 Judge Brooks seconded the motion.
 The motion carried unanimously.

G. Financial Report..... Scott Lockard and Tammy Caudill

- The KRDHD finished the year in the black for the first time in seven years.
- July and August are typically the hard months. There were three payrolls in August. The retirement payment was approximately \$200,000.00. All bills are current. We have a little over \$400,000.00 in the bank as of today.

H. Comments from County Coordinators

<u>Counties</u>	<u>Comments</u>
Knott Connie Johnson	Schools are now in session so things are picking up. In demands are Hepatitis A shots and flu shots. There are also inquiries about the shingles vaccine.
Lee Susan Kincaid for Vivian Smith	Had a successful community baby shower. Partnering with Juniper Health to bring the mobile mammogram van to the health department on Oct. 1, 2018. Hosted the Regional Department for Public Health Kentucky HIV/AIDS Planning and Advisory Council meeting. Clinic show rate has increased. 146 participants in the Needle Exchange Program.
Leslie Heath Vance	Have started giving the flu shots. Hepatitis A vaccination for kids returning to schools. For July and August, the show rate is an average 45%. Three new employees will be starting: a Health Educator, a Home Health Aid, and an intern. Dealing with quite a few dog bites.
Letcher Katrina Jones	51 participants in the Needle Exchange Program as of the end of August. 3,670 needles were dispensed, and received 2,933 used needles. Continued with the Go365 screenings.
Owsley Susan Kincaid for Vivian Smith	Home health lost a nurse. She will not be replaced. Clinic also lost a nurse. Until her position is filled, Lee and Owsley are sharing a nurse. Clinic show rate has increased. 170 participants in the Needle Exchange Program.

Perry	WIC program is booming.
Kathy Begley	Hepatitis A vaccinations are in demand due to schools starting back. 116 participants in the Needle Exchange Program. 40 of the participants are returning clients. As of September 4 th , 10,800 needles were dispensed and collected 6,541 used needles.
Wolfe	Has a new nurse, Amanda Spencer. She has been working for three weeks.
Stacy Wilson	Until things pick up at the schools, school nurses are doing school physicals and Go365 screenings. The Needle Exchange Program has 14 participants.

I. Other Comments

- Chairman Ayers commented that it is a good financial idea for the health department to provide services to all the jails in our district. Mr. Lockard said he is working with Frankfort to make the necessary changes in the Administrative Reference in order for us to work with our County Judges.
- Chairman Ayers relayed a request made by board member, Donna Brewer. She would like for the board meetings to be moved back to Ponderosa restaurant, but board members, staff, and other attendees will pay for their own meals. This will not put the financial burden on the health department and staff will not have to worry about getting the refreshments. Chairman Ayers will notify the board of the decision prior to the next meeting.
- Judge Ward recommended for the County Coordinators to promote the shingles vaccine. Mr. Lockard thinks that will be a great educational campaign.
- Chairman Ayers thanked the staff for going above and beyond what is asked of them.
- Judge Cale Turner also expressed his appreciation to Mr. Lockard and the staff for turning the financial situation around.

VI. Closed Session for Personnel and Legal Matter
There were no personnel or legal matter to be discussed.

VII. Next Board Meeting
Tuesday, November 27, 2013 at 6:30 p.m. Location to be announced.

VIII. Adjournment
Judge Brooks motioned to adjourn the meeting.
Donna Brewer seconded the motion.
Meeting was adjourned at 7:20 p.m.

Chet Ayres, DVM
Chairman

A. Scott Lockard, Public Health Director
Secretary

Date

Date