

KENTUCKY RIVER DISTRICT BOARD OF HEALTH
QUARTERLY BOARD MEETING

November 27, 2018

The Kentucky River District Board of Health met at 6:30 p.m. at the Holiday Inn Express located in Hazard, Kentucky, on November 27, 2018.

Members Present

Dr. Chet Ayers
Lisa Blackburn
Donna Brewer
Dr. Don Holbrook
Judge Jimmy Sizemore
Dr. Kenneth Slone

Members Absent

Judge Scott Alexander
J.B. Bowman
Judge Dennis Brooks
Gregory Collins
Dr. William Collins
Charles Long
Judge Steve Mays
Sally Spaulding
Dr. Lisa Triplett-Short
Judge Cale Turner
Judge Jim Ward
Judge Zachary Weinburg

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
Stacy Wilson, Wolfe County Coordinator
Jackie Williams, HANDS Coordinator
Susan Kincaid, Health Promotion Coordinator
Elizabeth Turner, Nurse Administrator

Special Guest

Katie Kelley, News Reporter

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 six (6) of the eighteen (18) members present, there was not a quorum. This will be an informational meeting only

III. Approval of Minutes of September 11, 2018

The approval of the September 11th minutes was tabled. Its approval will be voted on at the next meeting.

IV. Old Business

No old business was up for discussion.

V. New Business

- A. Clinical ServicesElizabeth Turner
- Received a grant for Hepatitis A vaccine for jails. One thousand fifty five (1055) vaccines were administered in four jails, which included one drug rehabilitation facility. We will be returning in six months for the second dose. Inmates who only have one dose will have 85% immunity. Those with two doses will be immune for 25 year. The grant also will pay for the vaccinations of the homeless and injectable drug users. Those with insurance should go to their primary care providers or the pharmacies.
 - As of November 26th, there are 90 acute cases of Hepatitis A in the District (Knott: 15, Lee: 1, Leslie: 10, Letcher: 2, Owsley: 1, Perry: 39, and Wolfe: 12). Lee’s Famous Recipe Chicken reported a food handler with Hepatitis A. This person did handled food while he was symptomatic. Anyone who ate there during the period of October 25 to November 13 need to be vaccinated. At this time, food handlers are not required to be vaccinated for Hepatitis A. This mandate must be approved by the Legislature.
 - It is recommended everybody in the District need to be vaccinated.
 - The Commissioner is very pleased with our response to the Hepatitis A outbreak.
 - Flu vaccines are also in high demand. We have been purchasing our own vaccines. This eliminates the need to use a vaccine company. The vaccine company pays us only \$10 per vaccine; whereas, by billing the insurance directly, we can make between \$38 and \$40 per vaccine.
 - We continue to work with ARH and Giliad to increase the testing for Hepatitis C.
- B. Environmental ServicesKeven Nichols
- 2019 permits have been sent out along with the memo regarding the new regulation regarding accessing late fees.
 - Hoping to have all inspections done in all the counties.
 - Since the last meeting, 1070 services have been done.
- C. HANDS ServicesJackie Williams
- Currently, there is only one area supervisor. This is down from three. The staff vacancies will be filled using Go Hire. We have two practicum students who will be coming on board. They will help with coverage throughout the district, mainly Perry and Leslie, but also the Wolfe, Lee, and Owsley area. It’s important that we continue to get referrals and that we are following up on them.
 - Continued to work with our community partners.
 - The HANDS central staff will be coming to our sites to evaluate our services.
 - Perry and Leslie – the week of January 7, 2019
 - Wolfe, Lee, and Owsley – the week of January 14, 2019
 - Knott and Letcher – the week of January 28, 2019
 - The HANDS Regional Coordinators meeting was held in October. Twice a year we meet with our Technical Assistants (TAs) for updates and policy changes. The changes will go into effect January 1, 2019.
 - We are partnering with the Kentucky Poison Control Center. They have given us access to their materials for free in all our counties.
 - The Commissioner, Dr. Howard, is looking at all programs and plans to do away with all administrative tasks that are overly burdensome. He has asked Scott to lead a task force that will revamp the whole program and take it back to basic.
- D. Health Promotion Services Susan Kincaid
- The Maternal Child Health program has started bullying prevention in schools for kindergarten and the third grade. This will be implemented during school hours and after school. We are planning to have other prevention programs for the high schools. These include anxiety, depression, and suicide prevention.
 - We are hosting a holiday challenge in the community and with our employees. It is not a weight loss competition, but a stay the same holiday challenge.
 - Starting next fall, Emma Davidson, our Child Care Health Consultant, will be working with our childcare centers and Head Starts on obesity prevention. She is partnering with the University of

North Carolina KNAPSACC program. KNAPSACC is a nutrition and physical activities self-assessment.

- Sherri Stidham has been extremely busy with the Tobacco Cessation classes. She does the smoking prevention classes for the elementary and middle schools.
- The new website is under construction. It will have the same website address, but is more user friendly. Susan will be showing it at the next Leadership Team meeting.
- Brandy Slone has applied for the CLIK grant for the spring of 2019. We will be working with the foster program on nutrition.

E. Home Health Report Connie Caldwell and Hope Kelley

- The following data was presented to the Board:
 - Total census is at 119, down by 15 from the last meeting.
 - The number of referrals is down by 9 compared to the same time period of last year.
 - Total number of visits, year to date: 12,721. Compared to last year, we are down by 2,081 visits. The large difference is due to restrictions placed on types of services that we cannot get prior authorized by the payer source.
 - Total number of admissions, year to date: 358. Compared to last year, we are down by 4.
 - The top referral source is the University of Kentucky Medical Center.
 - Medicare is the top payer source.
 - We are still waiting on our Medicaid cost settlement money. Hopefully, we will get it by the end of the calendar year. We are expecting \$91,129.75.
 - Recently, we had a nurse resigned in Owsley County. We did not replaced her due to the decrease in census.
 - Knott County has the lowest number of case load. This is due to competition with ARH Home Health Agency. We are not getting the referrals from them nor do they have us listed as a source for home health services. We will plan to meet with hospital DC planners to discuss this issue.

F. Director's Report Scott Lockard

- Commissioner Howard is looking at our public health system because the health outcomes are not where they should be. He's looking to move more towards foundational services that we should be providing. We will be redesigning our health department around these services and provide clinical services as they are needed. Those services that we can refer out should be referred out so that we are not tying up our resources. The Hepatitis A outbreak has shown that there are services other providers are not willing to do that we must pick up. Also, with our workforce dwindling, it may be about convening groups to respond.
- Our biggest concern is still the increase in the retirement contribution from 48% to 84% on July 1, 2019. Based on our current level of staffing, it would mean a \$1.2 million deficit.

G. Financial Report..... Scott Lockard

- Report 110 was explained to the board. Through October 31, 2018, the following actual revenues and expenses, year to date, were reported:
 - Total Revenues: \$3,187,171.56
 - State Revenue: \$727,146.37
 - Federal Revenue: \$457,795.87
 - Tax Appropriations: \$411,833.25. Most of our taxes will be paid in November.
 - Service Fees: \$1,590,396.07

Total Expenses: \$2,991,851.52

- Salaries & Leave Pay: \$1,262,972.70
 - Fringe Benefits: \$1,029,507.57
 - Independent Contracts: \$206,572.35
 - Travel: \$63,347.38
 - Space Occupancy: \$15,843.62
 - Office Administration: \$107,065.22
 - Administrative Charges from State Central Support: \$15,919.36
 - Medical Supplies: \$124,707.41
 - We came in under budget for medical supplies.
 - Automotive: \$101,753.62
 - We are getting ready to buy out four vehicles. The cost for them is a little over \$18,000.00.
 - Other: \$64162.29
- Through the end of October we have a surplus of \$195,320.04.
 - We are billing insurance more for clinic services.
 - All bills are paid. We still owe on the back Medicaid match, but we are staying current on the current Medicaid match.
 - Current balance on the general account fund is close to \$1 million.
 - We have grant money coming in through the Gilliad grant, the University of Kentucky grant with Jennifer Haven, the NAACHO grant for our work on the opioid response, the University of Kansas Public Health Institute grant for community health assessment, and the CLIK grant.
 - Home health and school health are in the black.
 - We are not contributing to our retirement liability by partnering with Go Hire for new employees.
 - If we have to contribute 84% to retirement, we will exhaust our funds within two months. 50% of the health departments in the state will be insolvent within 24 months. We are hoping for a 10 years phased in like that of the CERS.
 - The financial audit shows that by the end of last fiscal year, we had an excess of \$296,696. There were two findings that we have to do a plan of corrections.
 1. Vendors are not being paid within thirty working days. We did not have the funds at that time. We have rectified that situation and bills are being paid on time.
 2. We do not have enough FDIC collateral on our bank balance. The bank has to pledge securities to collateralize our funds. In the past, the bank did not have to do so since our balance was low. Our balance is higher than the amount we have collateralized. We will be working with the bank to increase the amount.

VI. Comments from County Coordinators

Counties

Comments

Knott

Connie Johnson

Have been going out to the state garages and schools to give the Hepatitis A shots, doing TB skin tests, and vitality screenings.

Lee & Owsley

Susan Kincaid
for Vivian Smith

The two counties are sharing a nurse.
Continuing with monthly give away for the cancer screenings.
Vitality screenings are being done in all the schools and throughout the community.
Dental varnishing was done at Lee County Elementary School.
Involved in several community events to raise breast cancer awareness and domestic violence. They were very well attended.
Partnered with Juniper Health in Lee County to have a mobile mammogram unit come. It was extremely successful. Thirty six mammograms were done that day.
Partnered with a cancer coalition in Owsley County to do a Ladies Night Out. They watched a movie and released balloons.

Leslie

Have been going out to the jail to give Hepatitis A shots.

Heath Vance A Ladies Day clinic was held on the first of the month to raise breast cancer awareness.

Letcher
Katrina Jones Staying busy with doing vitality screenings and giving flu shots.
Will be conducting interviews to hire a new clerk. They have received over 90 applications for the position.
The Needle Exchange program has 77 participants.

- 14,493 needles have been dispensed.
- 11,505 used needles have been returned
- Return rate of 71%

Perry
Scott Lockard
for Kathy Begley With her degree Kathy will be helping with HANDS assessments once she completes her Parents Visitor training.
The Needle Exchange program has 166 participants.

- For the month of October, 5,855 needles have been dispensed and 4,244 used needles have been returned
- 33 new participants, seven of whom received the Hepatitis A testing.
- To date, from April to end of October, 20,672 needles have been dispensed and 13, 691 have been returned. Taking into account of the original 40 needles that were dispensed without any exchanged on the first visit, with 166 total participants, the number of needles returned becomes 20,331. There is only a difference of 341 needles. This is almost a 1:1 ratio.

Wolfe
Stacy Wilson School nurses have been doing physicals and dental varnishing.
The Needle Exchange program has 30 participants.

- 5,814 needles have been dispensed.
- 4,417 used needles have been returned.
- The return rate is 81%.

Connie Johnson asked if the HANDS program can purchase any child safety items, such as gates and latches for cabinet.

- According to Scott Lockard, at this time HANDS do not have such a program. He hopes that once we become financially solvent, HANDS will implement an incentive program with car seats. If the HANDS participants keep a certain percentage of their visits, we will give them a car seat. We will have to work out the partnership with this program because we will have to have certified installers. In some communities the police department and/or the fire department are the installers.

VII. Closed Session for Personnel and Legal Matter

There were no personnel or legal matter to be discussed.

VIII. Other Matters

- Judge Jimmy Sizemore will no longer be on the board in 2019. Chairman Chet Ayers recognized Judge Jimmy Sizemore for his contribution to the board. He thanked Judge Sizemore for his dedicated service to the health department.
- Tammy Caudill is leaving her position at the health department. She has been working for the health department for 24 years. Chairman Ayers expressed his appreciation for her work and dedication to the health department.

IX. Next Board Meeting

To Be Announced

X. Adjournment

Chairman Ayers adjourned the meeting at 7:30 p.m.

Chet Ayres, DVM
Chairman

A. Scott Lockard, Public Health Director
Secretary

Date

Date