



# Kentucky River District Health Department

## Kentucky River District Board of Health Quarterly Meeting

**Date of Meeting:** March 10, 2020

**Time of Meeting:** 6:30 p.m.

**Location of Meeting:** KRADD Conference Room, Perry County Park, Hazard, KY

### **Members Present**

Judge Terry Adams  
Dr. Chet Ayres  
Lisa Blackburn  
Donna Brewer  
Judge Chuck Caudill  
Dr. Don Holbrook  
Judge William Lewis  
Mike Mays  
Dr. Kenneth Slone  
Sally Spaulding  
Dr. Lisa Triplett Short  
Judge Cale Turner

### **Members Absent**

Judge Scott Alexander  
Judge Raymond Banks  
J. B. Bowman  
Gregory Collins  
Dr. William Collins  
Judge Jeff Dobson

### **Staff Present**

A. Scott Lockard, Secretary, Director  
Helen Ascani, Administrative Assistant  
Libby Turner, Clinic Nurse Administrator  
Connie Caldwell, Nurse Supervisor, Home Health  
Hope Kelly, Nurse Supervisor, Home Health  
Keven Nichols, Environmental Manager  
Susan Kincaid, Health Education Coordinator  
Vivian Smith, Lee & Owsley Counties Coordinator  
Heath Vance, Leslie County Coordinator  
Janet Cornett, Perry County Coordinator  
Connie Johnson, Knott County Coordinator  
Brandy Slone, Letcher County Coordinator  
Sherrie Stidham, Tobacco Program Coordinator

### I. Call to Order

Chairman Chet Ayres called the meeting to order at 6:30 p.m.

## II. Roll Call

Helen Ascani performed roll call.

With twelve (12) of the eighteen (18) members present, a quorum was declared.

## III. Welcome and Introductions

Dr. Ayers welcomed the board members and staff present.

## IV. Minutes of Previous Meeting

Motion was made by Judge Chuck Caudill to accept the minutes from the December 12, 2019, meeting as mailed out.

Judge Terry Adams seconded the motion.

Motion carried unanimously.

## V. Old Business

No old business was up for discussion.

## VI. New Business

### A. Clinical Services

The clinical services report was given by Libby Turner.

The Remote Area Medical (RAM) Clinic will take place on May 30<sup>th</sup> and May 31<sup>st</sup> at East Perry Elementary School. You do not have to be a medical provider to volunteer. They are needing general volunteers.

As of February 28, 2020, there are no new Hepatitis cases. We have over 2000 confirmed flu cases with four deaths, one in Leslie, Letcher, Owsley, and Perry County. There were a couple of nursing homes that had the flu outbreak. They responded quickly, limiting visitors and contacting our epidemiologist.

The administering of the Hepatitis A vaccine has slowed down considerably. We no longer have to go to the jails to give the Hep A shots. The Department of Public Health is now sending a team to the jails to administer the shots. Recently, they have been to the Leslie County jail, Letcher County jail, and the Kentucky River Regional jail.

For Harm Reduction, the KIRP team has increased the testing for HIV and Hepatitis. They will be taking the mobile unit to do the testing and give out Narcan. KIRP is a partnership program between us and the University of Kentucky.

COVID-19 is a rapidly changing situation. As of the date of the board meeting, there are six cases in Kentucky. The COVID 19 virus is especially hard on 60 plus years old individuals. KRDHD is working with other agencies to implement all necessary precautions in dealing with the outbreak.

A community forum was held on Saturday, March 7, 2020, at the Hazard City Hall. Two more forums will be held on Wednesday, March 11, at the KRADD Conference Center and Juniper Health. All key community partners, such as county judges, school superintendents, County Emergency Response Directors, and administrators of nursing homes and hospitals, were invited.

We are working with Hazard ARH regarding the possibility of setting up a separate wing of the hospital for COVID-19 patients if needed. ARH has instituted an internal policy of stopping ARH staff to travel between the hospitals in their chain.

The following websites are great resources for anyone who wants more information:

1. Our agency's website: [www.krdhd.org](http://www.krdhd.org)
2. The state's website: [www.kycovid19.ky.gov](http://www.kycovid19.ky.gov)
3. The CDC's website: [www.cdc.gov](http://www.cdc.gov)

The health department does not administer the test to check COVID-19. The test can only be ordered by the healthcare providers. They will determine if someone needs to be tested and they, then, will order the test.

Mr. Lockard encouraged all the county judges to promote hand washing and the use of hand sanitizer. He stressed that if an employee is sick, he/she does not need to come to work. He also asked that if you have the symptoms of COVID-19 to call the healthcare providers first and let them know of your symptoms. Most providers will have a separate entrance for those who feel they may have the virus. Of course, if you are extremely ill, you should go to the ER.

#### B. Environmental Services

The environmental service report was given by Keven Nichols.

Mr. Nichols reviewed the inspections and services statistics on the environmental report that was part of the board packet. The number of total inspections to date was 838, and the total number of services was 367.

Mr. Nichols stated that the new method for obtaining the food handler's and food manager's certification is now active online. So far, it seems everything is going well.

#### C. HANDS Services

Jackie Williams was unable to attend. The HANDS Services Report was given by Scott Lockard.

The HANDS program is still undergoing further restructuring.

There was a site visit from the state. Mr. Lockard and Ms. Williams are looking at their recommendations and will move forward to implement the recommendations.

Ms. Williams plan to retire at the end of the fiscal year. There will be a search for a new HANDS coordinator.

#### D. Health Promotion Services

The Health Promotion Services report was given by Susan Kincaid. She touched on some of the activities the Health Educator team had completed.

As part of the Highway Kentucky Taskforce with the Kentucky State Police, two health educators will be trained in car seat safety.

Ms. Kincaid and Alisha Staley are scheduled to be trained on Mental Health First Aid. The training will be in Salt Lake City in two weeks. With the outbreak of COVID-19, we may not be able to travel to the training.

In the spring, the Health Promotion team plans to concentrate on distracted driving. She hopes to plan several programs as students leave school.

The Prevent Child Abuse Kentucky kits are in at the Lee County Health Department. Each county will be getting a box with over 150 pinwheels. Please share them with all our community partners.

Emma Davidson and Alisha Staley have been doing several presentations on Trauma Informed Care and Connect the Dots trainings.

Sherrie Stidham has just completed The Rural Accelerator Leadership Program. She was awarded an all expense trip to Washington D.C. as our representative.

Ms. Stidham will also be doing the Freedom from Smoking classes thru Zoom. Hopefully, this will help with the transportation issue for some of the participants.

Sara Shouse has been teaching inmates of the Three Forks Regional Jail using an evidence-based curriculum on topics such as substance abuse, social skills, character building and offender corrections.

A resource guide is being designed for those who are being released from incarceration. It will have all the resources they may need as they are assimilated back into society. The resource guide will cover our seven counties, plus Breathitt, Estill, and Powell.

Ms. Kincaid indicated they will be applying for another CLIK (Community Leadership Institute of Kentucky) grant to expand Mindfulness in the Classroom and Calm Down Corners.

#### E. Home Health Services Report

Connie Caldwell updated the Board on the services of Home Health.

Total number of patients, district wide: 66

Wolfe – 18      Lee – 19      Owsley – 18      Knott – 11

Referrals to date, district wide: 43

Visit Counts: 891

Average Length of Stay: 101 days per patient

Number of Admissions: 38

Compared to last year, our numbers in all categories are down considerably.

In February, Home Health was audited by Medicaid. They reviewed ten files. Ms. Caldwell said it went very well and we only had to pay back approximately \$125.00.

#### F. Director's Report

Mr. Lockard reported to the board that he has been very busy dealing with the COVID-19 situation. He has also been working with legislative issue on the pension and the budget.

HB 129 (The Public Health Transformation bill) – This bill is designed to help the health departments to focus and narrow the scope of practice to the foundational services of public health, such as COVID-19 response and health promotions. The bill has passed the House and gone on to the Senate. In the Senate, an amendment was added to it. The House concurred and, shortly, it will be signed. HB 129 will give the health department an additional \$1 million on top of what the agency currently receives.

HB 171 (Pension bill) – It has cleared the House and is currently in the Senate for consideration. This is the Level Dollar Funding bill.

HB 129 and HB 171 are two of the three components that will help the agency's pension problem. The third component is the Budget Bill.

The Budget Bill – The Governor's budget bill gave extra funding to help pay the pension liability. The House took the governor's budget and gave the Kentucky River District a line item in the budget. The line item in the House budget will give the agency \$3,916,000.00, to deal with the pension liability. HB 171 will determine the cost to the agency from the unfunded liability. The budget bill will give the agency the money to pay it for the next 27 years.

According to Mr. Lockard, if everything goes through, the agency will no longer have to use Go Hire. It will be able to hire employees through the traditional retirement system.

Mr. Lockard hopes the budget will be passed by April 1, 2020.

#### G. Financial Report

- i. Mr. Lockard reviewed the FY 19 audit report with the board. The agency posted a surplus of \$909,641.00.

The audit found the following issues needing corrections:

1. Bank reconciliations should be done by the 15<sup>th</sup> of each month.  
The accountant was not reconciling monthly bank records as they should. Mr. Lockard and Ms. Ascani consulted with the accountant. Reconciliations are now done in a timely manner.
2. The District Health Department was late in making payment on two out of fifty-six transactions.

This was a processing issue. The payment process has made much improvement compared to last year. In 2018, fifteen out of fifty-five payments were late. Also, five KERS retirement payments were late. In 2019, all KERS retirement payments were paid on time and only two out of fifty-six payments were late.

As per DPH's requirement, Mr. Lockard composed a letter to the Department of Public Health informing them of his plans to correct the two audit issues.

For transparency purposes, Chairman Ayres reported to the board that he also has received a letter from DPH on the audit's finding of the above deficiencies. He discussed the deficiencies with Mr. Lockard. Mr. Lockard informed Dr. Ayres that he has addressed these issues.

- ii. Mr. Lockard reviewed the last quarter financials, Report 117, with the board.

Through January 31, 2020, year-to-date:

Revenue: \$6,109,099.24

Expenses: \$5,034,687.43

Surplus of \$1,074,411.81

The agency posted a surplus because Mr. Lockard's budget was based on the intention of having to pay the 93% pension rate. When the 49% pension rate was frozen for one more year, Mr. Lockard hopes to build a reserve to pay for the future increase of the pension rate to 93%.

#### VII. Comments from the County Coordinators

Knott County: The Knott County report was given by Connie Johnson. The Knott County clinic is doing well. The Needle Exchange Program is still growing. Unfortunately, they lost a full-time clerk. A former employee has been hired as a part-time clerk.

Lee County: Vivian Smith reported on the activities of Lee County. Ms. Smith indicated that the Lee County clinic is doing well. One day per week, the clinic nurse goes out to the schools to do well child exams. They are also doing Stay Well biometric screenings in the schools. An outpost clinic was set up at a community event using the mobile unit to test for HIV and Hepatitis C. The Needle Exchange Program is still growing. Every participant in the program is encouraged to get tested for Hepatitis C and HIV.

Leslie County: Heath Vance reported on the activities of Leslie County. The clinic is doing well. Stay Well biometric screenings are done at least one day per week. The Family Planning clinic is staying fairly busy. Mr. Vance has applied for a \$15,000.00 grant from Unite and ASAP for needle exchange supplies and equipment.

Letcher County: The Letcher County report was given by Brandy Slone. Ms. Slone informed the board that they are staying fairly busy doing Stay Well biometric screenings. They have partnered with the University of Kentucky Oral Cancer Screening Program to host two oral cancer screening events per month for the public in Letcher County. Similar to Leslie County, Ms. Slone has also applied for some of the Unite grant money.

Owsley County: The Owsley County report was given by Vivian Smith. Ms. Smith informed the board that the clinic is doing well. All their programs remain steady. They are trying to get out to the schools

to do Stay Well biometric screenings, but due to illness, Owsley County schools, frequently, have been closed. A new HANDS person has been hired. They are hoping that the HANDS program will be rebuilt in Owsley County.

Perry County: Janet Cornett reported on the activities of Perry County. She informed the board that clinic is doing well. They have over 500 participants in the Needle Exchange Program. They are also getting Breathitt County's WIC patients.

Wolfe County: Stacy Wilson was unable to attend the meeting. The report was given by Hope Kelley. The Wolfe County clinic is slow but the staff are keeping busy.

VIII. Closed Session for Personnel and Legal Matters

Motion was made by Donna Brewer to go to closed session.  
Judge Cale Turner seconded the motion.  
Motion carried unanimously to go to closed session.

Motion was made by Judge Chuck Caudill to re-open the meeting.  
Mike Mays seconded the motion.  
Motion carried unanimously to go to open session.

IX. Next Board Meeting


The next board meeting will be held on Tuesday, June 9, 2020, at 6:30 p.m.

X. Adjournment

With no other businesses to discuss, Judge William Lewis made the motion to adjourn.  
Judge Cale Turner seconded the motion.  
Motion carried unanimously.

Meeting adjourned at approximately 8:30 p.m.

  
Chet Ayres, DVM  
Chairman

  
A. Scott Lockard, Public Health Director  
Secretary

3-26-2020  
Date

3-24-2020  
Date