



# Kentucky River District Health Department

## Kentucky River District Board of Health Quarterly Meeting

**Date of Meeting:** September 15, 2020

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

**Location of Meeting:** ZOOM Format

### **Members Present**

Judge Terry Adams  
Judge Scott Alexander  
Dr. Chet Ayres  
Lisa Blackburn  
J.B. Bowman  
Donna Brewer  
Judge Chuck Caudill  
Dr. William Collins  
Dr. Don Holbrook  
Mike Mays  
Dr. Lisa Triplett Short  
Dr. Kenneth Slone  
Sally Spaulding  
Judge Cale Turner

### **Members Absent**

Judge Raymond Banks  
Gregory Collins  
Judge Jeff Dobson  
Judge William Lewis

### **Staff Present**

A. Scott Lockard, Secretary, Director  
Helen Ascani, Administrative Assistant  
Janet Cornett, Perry County Coordinator  
Melissa Feltner, HANDS Supervisor  
Connie Johnson, Knott County Coordinator  
Hope Kelly, Nurse Supervisor, Home Health  
Susan Kincaid, Health Education Coordinator  
Emily Lewis, Disease Investigator  
Allison Lovins, WIC Program Coordinator  
April Sandlin, Diabetes & Breast-Feeding Program Coordinator  
Maxine Shepherd, Leslie County Clerk  
Brandy Slone, Letcher County Coordinator  
Vivian Smith, Lee & Owsley Counties Coordinator  
James Ed Whisman, Environmental Supervisor  
Stacy Wilson, Wolfe County Coordinator

I. Call to Order

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

II. Roll Call

With fourteen (14) of the eighteen (18) members present, a quorum was declared.

III. Welcome and Introductions

Chairman Ayres welcomed the board members and staff to the meeting.

IV. Minutes of Previous Meetings

**A motion was made by Dr. William Collins to accept the minutes from the previous meeting as presented to the board.**

**Ms. Donna Brewer seconded the motion.**

**The 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 Scott Lockard for Libby Turner.

Mr. Lockard reviewed the Clinical Services Report submitted to the Board. He highlighted the following activities:

- WIC participation rate is around 97% to 98%. This is the highest participation rate ever for the agency. Clinics have resume Family Planning services and other in-person services.
- Harm reduction services continued to be provided with UK's assistance.
- The diabetes team continued to hold Diabetes Self-Management classes using Telehealth.
- Since schools are not doing in-person classes, school nurses are helping with contact tracing, fit testing, and clinic support. In-persons classes will begin on September 28, 2020, for some of the school districts. We are working closely with the Superintendents and school personnel to assist in the return of live classes.
- The clinics are beginning to promote and distribute flu vaccines. As of September 3<sup>rd</sup>, there are already 32 confirmed flu cases in our district.

COVID-19:

- As of September 3<sup>rd</sup>, there are 579 COVID cases in the district. As of the day of the meeting, Sept. 15<sup>th</sup>, there are 669 total COVID cases. The breakdown by county is as follow:

County	# of New Cases on 9/15/20	Total # of COVID Cases
Knott	8	119
Lee	0	13
Leslie	4	49
Letcher	4	100
Owsley	0	36
Perry	7	320
Wolfe	0	32
<b>TOTAL</b>	<b>23</b>	<b>669</b>

A few public announcements have been broadcasted. Public announcements are made when there is a risk of exposure to the general public and the contact tracing team is unable to identify those who may have come in contact with the infected individual. The most recent public announcement was for Applebee's. They had three employees with COVID.

There is a cluster at Alice Lloyd College. They have 46 COVID cases. 17 are active cases and 29 have recovered.

#### B. Environmental Services

The Environmental Services report was given by James Ed Whisman.

Mr. Whisman reviewed the Environmental Services report submitted to the Board. He pointed out that the number of inspections is down compared to the last quarter, but the number of services performed has almost doubled due to dealing with COVID-19 issues.

With the Healthy at Work guidelines continuously changing, they have to inform the regulated establishments of the modification to the guidelines. The team has been busy investigating and following up on any complaints of non-compliance.

The Governor has issued a mask mandate. They have begun enforcing the mandate and have issued citations for non-compliance.

Mr. Whisman and his team have been talking with the schools regarding their re-openings. They have given recommendations and guidance for schools to have healthy and safe re-openings.

Over the last few months, the team has worked with the contact tracers regarding quarantine and isolation protocols. They have also assisted in tracking down individuals who cannot be reached by the contact tracers.

In addition to the COVID 19 related services, Mr. Whisman and his team also performed their normal duties. The number of onsite sewage inspections is increasing. They have been collecting and submitting water samples. Inspections of schools to ensure they are up to code on safety have begun. All the schools should be inspected in the next three weeks.

Ms. Donna Brewer congratulated Mr. Whisman on receiving the Environmental Supervisor position.

### C. HANDS Services

The HANDS Services report was given by Jackie Williams.

At the end of the last fiscal year, the HANDS team completed 134 positive screens and intakes, and over 5000 hours of billable home visits. In March, when the COVID-19 emergency regulations became effective, they had to suspend some service. The suspension lasted until June 8, 2020. Once the restrictions were lifted, they were able to resume services using Telehealth.

For July and August, the program has 118 active participants throughout the District. The potential of the program is looking very promising because there are nearly 70 referrals awaiting assessments. Ms. Williams thanked the Health Promotion team and the clinic staff for linking the HANDS program with families participating in the drive-thru Cribs for Kids events.

The HANDS staff has been reduced by one RN in Perry County. She retired on August 1, 2020. Currently, there are 14 HANDS staff. Two more RNs will be retiring very soon, with one being Ms. Williams. This will leave the program with two licensed staff to complete supervisions and oversights. Ms. Williams believes the HANDS staff will continue to grow, especially since training materials are now available. The unavailability of training materials was the reason for the stagnant number of staff.

HANDS continued to collaborate with community partners and plan to have Memorandum of Agreements with them. This will solidify HANDS as the point of contact through the Plan of Safe Care Initiative. HANDS should be the first person a family sees if the mother is dealing with the substance abuse issue. Ms. Williams thanked Whitesburg ARH for being a great referral source. She is working with Hazard ARH to increase the referral numbers.

Ms. Williams stated that the program has received MCH funding. Some of the money has been used to purchase staff with updated equipment and incentive items for families. A large amount was put away to be used as program incentives once in-person services are resumed.

Training for the new curriculum, Growing Great Kinds: Next Generation, is now available. The new curriculum has more activities and content to share with the families. All staff will be participating in a live webinar and will implement the new curriculum once all trainings are completed.

Ms. Williams thanked Mr. Lockard, Dr. Ayers, and the Board for the opportunity to serve the HANDS Coordinator for the past 19 years. She appreciated all the support she received throughout the years.

Mr. Lockard expressed his appreciation for Ms. Williams' dedication and wished her well in her retirement. He announced that Melissa Feltner will be the new HANDS Coordinator. Ms. Feltner is a licensed Social Worker.

Chairman Ayers also expressed his thank to Ms. Williams and expressed his appreciation for all her efforts. He wished Ms. William all the best in her retirement.

### D. Health Promotion Services

The Health Promotion Services report was given by Susan Kincaid.

The Health Promotion team has been extremely busy. Ms. Kincaid announced the following activities that were not included in her report to the Board:

- The Health Promotion team will be hosting a drive-thru health fair from 10 a.m. to 1 p.m. at the Senior Citizens Center for the following counties:
  - Letcher – October 7, 2020
  - Knott – October 8, 2020
  - Wolfe – October 13, 2020
  - Lee & Owsley – October 30, 2020
- They have applied for another CLIK grant through the University of Kentucky. The grant will be written for kits for healthy at home.
- They have also broadened the Scope of Work for the Overdose To Action (OD2A) grant. This will allow jail educations to be taught at homeless shelters, behavioral health venues, and community events. They also plan to start an after-school program on substance abuse.

Ms. Kincaid highlighted the following activities that are in her report:

- The Maternal Child Health Program will be partnering with Kentucky Farm Bureau and the Extension Offices to bring a virtual Farm Safety week. It will run from September 20, 2020, to September 26, 2020. Topics will include Snake Safety, Preparedness on the Farm, Equipment Safety, and many more.
- The Childcare Health Consulting/Safe Sleep program has recently trained two people on the Car Safety Seat Technician Training.
- They have also held seven events at each of the health department site focusing on safe sleep. 120 Pack and Plays were distributed with education about the ABCDs of Safe Sleep. The events were very well received.
- The Tobacco Program is starting up the Freedom from Smoke class for pregnant mothers.
- On September 21, 2020, Knott County will be voting on having a Smoke Free ordinance.
- The Jail Education Program had an Overdose Awareness Day in Lee and Owsley County in which Naloxones were given away.
- Over 3000 goody bags have been given out in the district. They have been very well received by the community.

The Health Promotion team is now up to 9 staff members.

#### E. Home Health Services Report

Hope Kelly updated the Board on the services of Home Health.

Referring back to the Home Health report that was submitted to the Board, Ms. Kelly pointed out the following data for the Lee, Wolfe, and Owsley county home health program.

- There are currently 70 patients district-wide.
- 3,875 visits have been made as compared to 5,122 visits made last year. During the height of the pandemic, only the most high-risk patients needing home health services were seen. Visits made to regular patients were resumed on May 16, 2020.
- Admissions numbers were also down compared to last year. 161 admissions for this year compared to 208 for last year.
- Medicare remains as the top insurance source
- The top referral institution was the University of Kentucky, followed by Baptist Health Lexington.
- The top referral physician was Dr. James Noble.

With elective surgeries resuming in hospitals, Ms. Kelly believes the Home Health numbers will rise.

#### F. Director's Report

Mr. Lockard informed the board that the agency has remained extremely busy dealing with COVID 19 response efforts and restarting all other programs.

Mr. Lockard is serving on the Commissioner's Advisory Committee for the Department of Public Health. There is a push to get more COVID tests out to certain areas of the commonwealth. They will target counties that are reporting a low number of tests. Lee, Owsley, and Wolfe County have been identified by the state as areas needing to have more testing done. The partnerships with the Primary Care Center in Perry County, Mountain Comprehensive Care in Letcher County, and UK June Buchanan Clinic in Knott County have resulted in high test numbers for those counties. For those counties with low testing numbers, Mr. Lockard is working on grants to fund more tests.

Mr. Lockard has written a grant to acquire rapid testing kits to be made available to those clients being served in the Harm Reduction services, and the homeless population. Unfortunately, there is a backlog for the Rapid PCR testing devices. They are waiting for the instruments to be shipped.

Due to the high number of substance use disorder rates, the District has been targeted to receive a grant to fund the distribution and training of Narcan to first responders, the volunteer fire departments.

As schools are getting ready to begin, Mr. Lockard is seeing more challenges, especially with sports. He anticipates an increase in COVID cases as high school football games begin to play.

Mr. Lockard expressed pride in the staff and stated that everyone is working very hard.

#### G. Financial Report

Mr. Lockard reviewed Report 917, the Year-End Statement of Revenue and Expense, for the Period Ending June 30, 2020.

Total State Revenue: \$1,292,697

Total Federal Grant: \$2,469,033

Local Tax Appropriation: \$2,039,902. This includes current payments and some payments in arrears.

Service Fees collected from Medicaid, Medicare, and insurance: \$3,985,190.

Total Revenue at Year-End on June 30, 2020: \$9,786,822.

Total Salaries, and Fringes: \$5,377,090

Total Independent Contracts: \$832,468

Total Travel: \$124,824

Total Space Occupancy: \$163,246

Total Office Administration: \$304,365

Total Administrative Charges (Home Health): \$50,677

Total Medical Supplies: \$338,436

Total Automotive: \$95,608

Total Other Expenses: \$701,788.

Total Capital Expenditures: 149,172. New computers were purchased for all employees.

Total Expenses at Year-End on June 30, 2020: \$8,137,674

The agency posted a surplus at the end of the fiscal year 2020 of \$1,649,148. The surplus allowed for the appropriation amounts from each county to be lowered. It will also be used to pay for the increase in the pension cost for this fiscal year.

Mr. Lockard stated that the health department is very much on sound financial footing.

Chairman Ayers commended the agency under Mr. Lockard's guidance on their financial turnaround from two years ago.

#### VII. Comments from the County Coordinators

- Vivian Smith stated that Lee County and Owsley County are doing well. They are preparing for the flu season. Owsley County is especially busy with WIC enrollments and Home Health visits.
- Brandy Slone stated that Letcher County is also staying busy and doing well.
- Connie Johnson reported that Knott County is also staying busy and getting ready for administering flu shots. The Needle Exchange Program is continuing as well and is picking up.
- Janet Cornett gave an update on Perry County. Like the other counties, they are staying busy, especially with the WIC program.
- Heath Vance was absent; therefore, Maxine Shepherd updated the board on Leslie County. She stated that everything is going well and she is keeping things going until Mr. Vance returns. They are also busy with WIC signup.
- Stacy Wilson stated that Wolfe County is also staying busy. Clinic services are picking up. They are seeing an increase of 20 to 30 clients in their Needle Exchange Program since COVID begins.

#### VIII. Next Board Meeting

The next board meeting is tentatively scheduled for Tuesday, December 8, 2020.

#### IX. Adjournment

With no other businesses to discuss, Chairman Ayers requested a motion to adjourn.

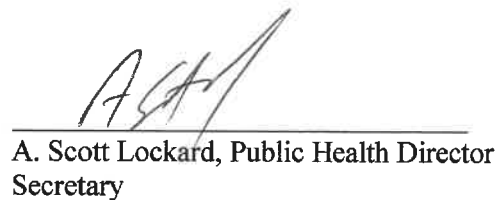
**The motion to adjourn was made by Ms. Donna Brewer.**

**Judge Chuck Caudill seconded the motion.**

**The motion carried unanimously.**

Meeting adjourned at approximately 7:30 p.m.

  
Chet Ayres, DVM  
Chairman

  
A. Scott Lockard, Public Health Director  
Secretary

9/24/20  
Date

9/24/2020  
Date