



Kentucky River District Health Department

Kentucky River District Board of Health Quarterly Meeting

Date of Meeting: December 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
Donna Brewer
Gregory Collins
Dr. William Collins
Judge William Lewis
Mike Mays
Dr. Lisa Triplett Short
Dr. Kenneth Slone
Sally Spaulding
Judge Cale Turner

Members Absent

Judge Raymond Banks
J. B. Bowman
Judge Chuck Caudill
Judge Jeff Dobson
Dr. Don Holbrook

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
Maxine Shepherd, Leslie County Coordinator
Brandy Slone, Letcher County Coordinator
Vivian Smith, Lee & Owsley Counties Coordinator
Elizabeth Turner, Nurse Program Manager
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 thirteen (13) 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. Kenneth Slone to accept the minutes from the previous meeting as presented to the board.

Ms. Donna Brewer seconded the motion.

All was in agreement. 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 Ms. Elizabeth Turner.

Ms. Turner reviewed the Clinical Services Report submitted to the Board.

Clinical services are being offered using a modified schedule. Most services are COVID related. By partnering with the Department of Public Health to increase the number of COVID testing, on October 20, 2020, the agency offered the PCR COVID swab in Lee County. To date, the agency has done approximate 475 tests. The funding for COVID testing will expire at the end of January. Judge Chuck Caudill and the community have been very supportive of the agency in Lee County.

WIC services are being done online or by telephone. Its participation rate is still high. Participants seem to like using the phone or going online.

The Diabetes program also has been modified. Trainings and classes are all done online. The very first online cooking class was offered and it was very successful. The program hopes to offer more of these classes in the future.

Ms. Turner expressed her appreciation toward the epidemiologist and the COVID tracing team. They have been working very long hours, often 14 to 16 hours per day, seven days per week. The case load is so overwhelming that the tracers can only reach out to the case person and the contacts that are considered high risk. They are asking the case person to contact all others who were exposed.

COVID-19:

Ms. Donna Brewer inquired about vaccination protocols.

According to Mr. Lockard, the first shipment of the vaccines will be for the long term facilities residents and staff, follow by the hospitals. For our area, Pikeville Medical Center was identified to receive the vaccines.

The Health Department will be tasked with the vaccination of first responders, police, fire, EMS, and some non-hospital based healthcare workers. The agency will be using the Moderna vaccine due to the ease of storage. If all goes according to schedule, Mr. Lockard anticipates the Health Department to start vaccinating the week between Christmas and New Year

After the first responders, the next group to be vaccinated will be the schools. The health departments, along with the Walmart pharmacies and the Kroger pharmacies may be asked to vaccinate this group.

Mr. Lockard believes there will be a logistical issue regarding the vaccination process. The vaccines are given in two doses, with 21 to 28 days between the doses. He stressed that the patient must get both doses from the same entity.

Judge Scott Alexander asked about the jail inmates being vaccinated while they are in jail.

Mr. Lockard indicated that the Department of Public Health is working with the Department of Justice and the state prison system on the vaccination of county jails.

Dr. William Collins inquired about the payment of the vaccine and its administration.

The federal government is paying for the vaccines, but there are no money for the administration of the vaccines. Mr. Lockard explained that the health departments will be asked to assist with the vaccination of the initial groups. Hopefully, once the vaccine becomes widespread available, the private sector will take over and will bill private insurances, Medicaid, and Medicare, like that of the flu vaccine.

B. Environmental Services

The Environmental Services report was given by James Ed Whisman.

The environmental team has been extremely busy dealing with the rise in COVID cases. They are tasked with informing all the restaurants regarding any changes whenever new guidelines affect those establishments. The team continues to investigate complaints of face covering violation. They have issued multiple citations. The team also works with the COVID intake team, helping to locate individuals when asked. Also, if needed, over the next few months, the environmental team can provide assistance with vaccine distribution.

As indicated by Mr. Whisman's report to the Board, the team continues to provide regular services, such as dealing with dog bites and inspecting onsite sewage disposals and private sewages.

Mr. Whisman welcomed Sarah Phillips as the new environmentalist for the Lee, Owsley, and Wolfe County area. She is currently undergoing training to qualify as Registered Sanitarian.

Mr. Whisman welcomed back Keven Nichols. Mr. Nichols has decided to come out of retirement to work three days per week. He will be covering Letcher County.

C. HANDS Services

The HANDS Services report was given by Melissa Feltner.

The HANDS program also was modified like many other programs. Trainings and services have been conducted by telehealth, Zoom, Facetime, and telephone. The HANDS team has been utilizing porch drop offs to help the families. They have delivered food boxes, activity bags, and Christmas gifts.

Currently there are 110 families in the HANDS program. 67 referrals are awaiting assessments.

To reduce the exposure to COVID, some staff are working from home three days per week.

Currently, supervision through out the district is being shared between Ms. Feltner and Jessica Couch. Ms. Couch is the Letcher County Supervisor. Ms. Feltner expressed her appreciation of Ms. Couch for taking on double the supervision. Ms. Feltner hopes the HANDS program to be fully staff soon in order to alleviate some of the pressure on current staff.

Ms. Feltner welcomed Alice Wilson to the program. Ms. Wilson worked with the HANDS program for 19 years before departing. She has decided to come back full-time. Ms. Wilson will be doing assessments and professional visits.

The HANDS team completed 1021 billable services. The total amount billed by the district is \$126,010.00.

Ms. Felner recognized some of the community programs that collaborated with the health department in the last quarter. She expressed her appreciation for their help with our families by providing food boxes, clothings, diapers, and Christmas gifts

D. Health Promotion Services

The Health Promotion Services report was given by Mr. Lockard.

Mr. Lockard highlighted the following activities from Ms. Kincaid's report to the Board:

The Health Promotion team stays extremely busy. They have distributed over 6000 educational and health prevention bags. They have participated in drive-up health fairs. In the Maternal Child Health program, they co-presented the Trauma Informed Care Programming to 4H agents. They also participated in the virtual farm safety week. Multiple videos were created dealing with different farm safety subjects. The team received the 2020 Health and Safety Award given by Kentucky Farm Bureau.

For the Childcare Health Consulting program, Emma Davidson is doing an excellent job. She is one of the most respected Childcare Health Consultant in the state. Through a partnership with Save the Children, 64,000 masks were distributed. The majority of the masks went to all the child care facilities in the region.

In the Tobacco Cessation program, "This Is Our Watch" materials have been distributed to all tobacco retailers in the seven counties. The "Quit Now KY" materials have been distributed to all providers offices, including dentists. A major achievement for the program, with the assistance of the Knott County Fiscal Court, is the adoption of a comprehensive smoke-free policy for Knott County.

Due to COVID, the Jail Education Program had to change the scope of work. The program has been approved to work with a broader population, such as schools and communities. The program published a Resource Guide to assist anyone recently released from jails to get the help they may need.

Using Facebook, the team post daily COVID data. Videos are constantly being loaded on Facebook. The KRDHD Facebook page has 11,646 followers.

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.

- 71 patients are enrolled in Home Health.
- Year to date: 239 admissions compared to 297 for last year
- Average length of stay: Owsley – 481 days, Lee – 275 days, Wolfe – 228 days.
- Medicare remains as the top payor source
- The top referral physician is Dr. Brittany Bobrowski.

Starting in January, Medicare will require billings to be submitted within 5 days. Penalty will be assessed daily if billings are submitted late. Currently it takes three days just for the assessment to be completed before it goes to billing. Ms. Kelly and the staff are working to change the process in order to meet the new Medicare requirement.

F. Director's Report

Mr. Lockard reiterated to the board that COVID-19 dominated everything that the Agency is doing. He thanked the staff for putting in longer hours and appreciated their resiliency.

Mr. Lockard informed the board that Amanda Taylor, the agency's epidemiologist, has tendered her resignation. Ms. Taylor had been a tremendous asset to the agency. Mr. Lockard wished her well in her next endeavor.

The agency will work with the state's epidemiology team until a replacement can be found.

In addition to contact tracing, the agency is now administering tests for COVID. They are preparing to move forward to administering the vaccines. At the same time, the agency is still providing the regular services, such as WIC, and family planning.

The legislature is preparing to go into a short, 30-day, session in order to pass a budget. Projected revenues for the state are positive; therefore, there are no projected cut for the remainder of this year. Projected revenues for fiscal year 2021 are also positive.

The Hazard and Perry County Chamber of Commerce recognized the health department team with the 2020 Hero Award for the COVID-19 support provided to the community.

The Southeastern Chamber of Commerce recognized the agency for its COVID-19 responses. The Southeastern Chamber Commerce covers Knott and Letcher County.

G. Financial Report

Mr. Lockard reviewed the financial report addendum that he had submitted to the Board before the start of the meeting.

COVID has impacted the service fees revenue. There are less billable services in clinics and Home Health. Revenue is down, but there is also a decrease in expenses.

Current Year Total Revenue to Date:	\$3,416,490.00
Last Year Total Revenue:	\$4,129,884.00
Difference:	- \$ 713,391.00

Current Year Total Expense to Date:	\$3,104,577.00
Last Year Total Revenue:	\$3,505,916.00
Difference:	- \$ 401,003.00

Mr. Lockard stated that the agency is on track with the budget. He feels that clinical services will pick up again, especially the services provide by the nurse practitioners.

The agency is financially solid.

VII. Comments from the County Coordinators

The county coordinators reported on their respective county. All the counties are doing well and have been very busy, especially dealing with phone calls regarding COVID.

Ms. Connie Johnson will be retiring at the end of January. Mr. Lockard thanked Ms. Johnson for her leadership and all that she had contributed to Knott County.

Judge Cale Turner expressed his thanks to Ms. Vivian Smith and the staff of the Lee and Owsley County Health Department for all their hard work.

Mr. Lockard recognized Ms. Maxine Shepherd as the new County Coordinator for the Leslie County Health Department.

VIII. Executive Session

Mr. Lockard requested for the Board to go into an executive session to discuss personnel matter.

The motion for the Board to go into an executive session was made by Judge Cale Turner.

Dr. William Collins seconded the motion.

All was in agreement. The motion carried unanimously.

Upon completion of the executive session, Judge Cale Turner made the motion to reopen the board meeting.

Mr. Mike Mays seconded the motion.

All was in agreement. The motion carried unanimously.

IX. Employees Bonus

On Mr. Lockard's recommendation, Chairman Ayers requested a motion made to approve a one-time, \$1,000.00, bonus to be awarded to eligible employees who have been with the Health Department starting on July 1, 2020, or longer. The bonus will be included in the first payroll of 2021.

Judge Cale Turner made the motion to approve a one-time, \$1000.00 bonus to eligible employees who have been employed starting on July 1, 2020, or longer.

Mr. Mike Mays seconded the motion.

All was in agreement. The motion carried unanimously.

X. Next Board Meeting

The next board meeting is scheduled for Tuesday, March 17, 2021.

XI. Adjournment

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

The motion to adjourn was made by Judge Cale Turner.

Mr. Mike Mays seconded the motion.

All was in agreement. The motion carried unanimously.

Meeting adjourned at approximately 7:45 p.m.



Chet Ayres, DVM
Chairman


A. Scott Lockard, Public Health Director
Secretary

12-17-20
Date

12-17-2020
Date