



# Kentucky River District Health Department

## Kentucky River District Board of Health Quarterly Meeting

**Date of Meeting:** December 7, 2021  
**Time of Meeting:** 6:30 p.m.  
**Location of Meeting:** Hazard City Hall and ZOOM Format

### **Members Present**

Judge Terry Adams  
Judge Scott Alexander  
Judge Raymond Banks by Proxy, Magistrate Wade Gibbs  
Lisa Blackburn  
J. B. Bowman  
Donna Brewer  
Judge Chuck Caudill  
Dr. Ricky Collins  
Kevin Davis  
Dr. Don Holbrook  
Judge William Lewis  
Dr. Kenneth Slone  
Sally Spaulding  
Judge Cale Turner

### **Members Absent**

Gregory Collins  
Judge Jeff Dobson

### **Staff Present**

A. Scott Lockard, Secretary, Director  
Helen Ascani, Administrative Assistant  
Brad Brewer, KIRP  
K. Nicole Caldwell, Home Health Administrator  
Janet Cornett, Perry County Coordinator  
Melissa Feltner, HANDS Supervisor  
Susan Kincaid, Health Education Coordinator  
Maxine Shepherd, Leslie County Coordinator  
Brandy Slone, Letcher County Coordinator  
Vivian Smith, Lee County & Owsley County Coordinator  
Elizabeth Turner, Nurse Administrator  
James Ed Whisman, Environmental Supervisor

I. Call to Order

Chairwoman Donna Brewer called the meeting to order at 6:30 p.m.

II. Roll Call

With fourteen (14) members present, a quorum was established.

III. Minutes of Previous Meetings

A correction was made to the minutes from the previous meeting. Dr. Don Holbrook was in attendance.

Chairwoman Brewer requested a motion to accept the minutes from September 14, 2021, meeting as amended to the Board.

**A motion was made by Dr. Kenneth Slone.  
Judge William Lewis seconded the motion.  
All were in agreement. The motion carried.**

The September 14, 2021, minutes were accepted unanimously.

IV. Old Business

No old business was up for discussion.

V. New Business

A. Election of the Board of Health Vice-Chairman

**Judge Terry Adams nominated Judge Scott Alexander as the Board Vice-Chairman.  
Judge Raymond Banks by proxy, Mr. Wade Gibbs, seconded the motion.  
All were in favor. The motion carried.**

Judge Alexander was elected unanimously as the Vice-Chairman of the Board of Health.

B. Clinical Services

The Clinical Services report was given by Ms. Libby Turner.

COVID vaccination efforts have continued. All clinics are offering first, second, third, and booster shots. Pediatric shots are also being given for 5 to 11 years of age. Since November 18, 2021, over 18,000 adult doses and less than 100 pediatric doses have been given.

Mr. Lockard announced that Perry County ranks 5<sup>th</sup> in the state in vaccination rate and the highest in all the Appalachia counties. A research team from East Tennessee State University is planning to bring attention to the area regarding the high vaccination rate. The county where East Tennessee State University is located, Johnson City, has a vaccination rate of 46%, compared to 66% of Perry County. Mr. Lockard believes this will bring positive attention to Perry County, the health department, and all Southeastern Kentucky.

Requests for the COVID test have increased, especially in Lee and Wolfe County. Lee County offers the test three days per week, and Wolfe County two days per week. In Lee County, the health department is the only entity offering the COVID test.

The state has changed its contract for the WIC formula from Good Start products to Similac products. Many parents are very upset with the change. Unfortunately, nothing can be done at the local level. There are also supply issues with the Similac products. The WIC coordinator has been in constant contact with the state WIC office to make them aware of the problems. The state WIC office did send some samples out to our area.

The Diabetes team will be featured in the January issue of the state Kentucky Diabetes Coalition Newsletter, highlighting their community events.

#### C. Environmental Services

The Environmental Services report was given by Mr. James Ed Whisman.

As of November 19, 2021, the environmental team completed a total of 576 inspections. Of these inspections, 337 were for food establishments. With all the festivals back in operation, the team inspected 113 state-wide and temporary food booths.

The team's Covid responses have slowed down. It consists mostly of talking to regulated establishments about quarantine and isolation guidelines.

The team continued to provide services for nuisance control, animal bites, mobile home, RV parks, plan reviews on new commercial construction, and private water samples. Septic system installer training has started across the district. Currently, one is being held at the Perry County Health Department.

Mr. Whisman has been selected as a committee member for the Region C Registered Sanitarians Committee. This is a great honor since only 5 members are representing Kentucky in Region C.

Mr. Whisman announced that Sarah Phillips, the newest member of the team, has completed her Registered Sanitarian test. She is now fully certified and can perform all duties.

#### D. HANDS Services

The HANDS Services report was given by Ms. Melissa Feltner.

Currently, there are 85 families in the HANDS program. Visits are being done in homes with families as well as virtually. Most families are happy to see their HANDS worker in person. Over the last three months, the team completed 344 visits, turning in \$43,960.00.

There are 9 members on the staff. A member of the COVID team will be transferring over to HANDS. The program is still looking to hire. There is an opening in Leslie County for a home visitor.

With the money received from the state, much needed supplies were purchased for the families. In November, to highlight fire safety, families received smoke alarms, carbon monoxide detectors, and fire extinguishers.

The program is doing fewer public events due to an increase in the number of one-on-one meetings with the families. There is an incentive program, such as earning gift cards, which keeps the families engaged.

#### E. Health Promotion Services

The Health Promotion Services report was given by Ms. Susan Kincaid.

Ms. Kincaid highlighted the following activities from her report to the Board:

Two members of the team were trained in ASIST, a suicide prevention training. Suicide prevention training will be starting soon.

Currently, Ms. Kincaid is the only team member teaching sex education classes in the schools. She is hoping to hire another person to assist with these classes.

Five staff members are scheduled to train to become Car Seat Safety Technicians. The training will be held in March.

For the CCHC program, Emma Davidson has made over 800 activity bags for child care centers, home family child care centers, and Head Starts. The activity bags covered topics such as School Readiness, Poison Control, Halloween Safety, and Mindfulness. The activity bags were distributed in the seven counties as well as eight others. Ms. Davidson's position covers 15 counties.

For the Tobacco Program, the Owsley County Fiscal Court and the Beattyville City Councils agreed to have a vote in November for their first reading. Owsley County did have their first reading in November with a 3 to 1 vote. The Beattyville City Councils also had their first reading in November with a unanimous vote. Hopefully, they will have a second reading in December.

For the OD2A/Jail Education program, Sara Shouse has been holding classes at the Three Fork Regional Jail. She has 10 male enrollees and 11 female enrollees in her Substance Abuse classes.

The KRHD Facebook page currently has 13,071 followers.

The district has purchased two vans which the Health Promotion team created the design for the van wraps. The van can be used in parades and other outreach events, serving as mobile advertising. The purchase of the vans and the wraps were done with grants. No agency's money was used.

#### F. Home Health Services Report

The Home Health Report was given by Ms. Nicole Caldwell.

Referring to the Home Health report that was submitted to the Board, Ms. Caldwell highlighted the following quarterly data for the Lee, Wolfe, and Owsley County home health program:

- At the start of the quarter, there were 67 patients. 42 were admitted and 41 were discharged over the last three months, ending with 68 patients. This is on track with this time last year.
- Admissions: Lee County - 16, Owsley County - 16, and Wolfe - 10 admissions.
- The top three payors are Medicare, Humana Claims, and Wellcare of KY.
- The average length of stay: Owsley - 358 days, Lee - 104 days, Wolfe - 102 days.

- Visit counts totaled 889, down 185 visits from this time last year
- The top three referrals are from Dr. William Gay, Dr. Brittany Bobrowski, and Dr. Adrian Banks.

Two new employees were hired:

Charlotte Reed, RN, started on October 4, 2021, in Owsley County.

Crystal Brewer, an aid, started on September 27, 2021, in Lee County.

Ms. Caldwell reported that the Home Health Cost Report has been completed.

#### G. Director's Report

There will be an all-staff meeting on December 16, 2021. This is the first one since the pandemic started. It will be held in Knott County at the Four Star Village located in Red Fox. Dr. Angela Carmen will be presenting. She will be assisting the staff to refocus on the agency's vision, mission, goals, and policies.

Mr. Lockard has been working with the State Directors Association on the upcoming legislative session convening in January. This is an important session because it will be dealing with the budget. Last year HB129, Public Health Transformation, was passed but was not funded. If the bill was funded, it would mean approximately \$1.6 million will be coming to the Kentucky River District.

The 2021 audit has been completed. Mr. Lockard noted that this is the first completely clean audit, all deficiencies were addressed. The agency finished the year with an \$800,000 surplus. Mr. Lockard commended his staff for working hard to get the agency back on track.

#### H. Financial Report

Mr. Lockard reviewed the fiscal year-to-date financial report ending on October 31, 2021.

Total Revenue, FY Year to Date: \$ 3,474,041.40

Total Expenses, FY Year to Date: \$ 3,475,074.43

Net Loss: \$ 1,033.03-

This is on target with the budget for the year. Since the report was run, most outstanding payments from the state have come in. The agency is also eligible to receive a \$241,000 cost settlement from the Medicaid MCOs. This will help with the Home Health Balance Sheet. Overall, the agency is in good financial health.

Chairwoman Brewer commended Mr. Lockard, his staff, and all the board members for a job well done to bring the agency to where it is today.

#### VI. Comments from the County Coordinators

The county coordinators reported on their respective counties except for Ms. Christy Grigsby and Ms. Stacy Wilson. They were unable to attend.

The coordinators reported that their respective counties are doing well and are extremely busy, especially with COVID vaccinations and flu vaccinations. WIC participations are going very well in all counties. The Harm Reduction program is also in demand. It has 800 participants in Perry County and is doing more outreach in Letcher County.

Mr. Whisman stated that the Wolfe County clinic did administer 45 pediatrics COVID shots earlier in the day.

VII. Executive Session for Personnel Matters

**The motion for the Board to go into an executive session was made by Dr. Ricky Collins.  
Judge Terry Adams seconded the motion.  
All were in agreement. The motion carried unanimously.**

**Upon completion of the executive session, Dr. Ricky Collins made the motion to reopen the board meeting.  
Dr. Don Holbrook seconded the motion.  
All were in agreement. The motion carried unanimously.**

VIII. Employees Bonuses

Chairwoman Brewers requested a motion made to approve a one-time, \$1,000.00, bonus to be awarded to eligible employees.

**A motion was made by Judge Cale Turner.  
Judge Chuck Caudill seconded the motion.  
All were in agreement. The motion carried unanimously.**

Chairwoman Brewers requested a motion made to approve a 5% raise for Mr. Scott Lockard.

**A motion was made by Dr. Don Holbrook.  
Judge Chuck Caudill and Magistrate Wade Gibbs seconded the motion.  
All were in agreement. The motion carried unanimously.**

IX. Next Board Meeting

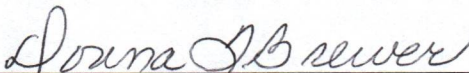
To be announced at a later date..

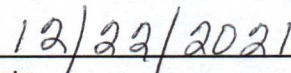
X. Adjournment

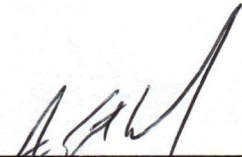
With no other businesses to discuss, Chairman Brewer requested for a motion to adjourn.

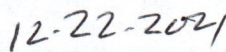
**The motion to adjourn was made by Judge William Lewis.  
Judge Cale Turner seconded the motion.  
All were in agreement. The motion carried unanimously.**

Meeting adjourned at approximately 7:30 p.m.

  
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Donna Brewer, Chairman

  
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Date

  
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A. Scott Lockard, Public Health Director, Secretary

  
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Date