



Kentucky River District Health Department

Minutes of the Kentucky River District Board of Health Quarterly Meeting

Date of Meeting: June 06, 2023

Time of Meeting: 6:00 p.m.

Location of Meeting: Hazard City Hall and ZOOM Format

Members Present

Judge Terry Adams
Judge Scott Alexander by Proxy, Micah Gayheart
Lisa Blackburn
J. B. Bowman
Donna Brewer
Dr. Ricky Collins
Kevin Davis
Judge Zeke Little, Jr.
Judge Steve Mays
Dr. Kenneth Slone
Sally Spaulding

Members Absent

Gregory Collins
Judge Jeff Dobson
Dr. Don Holbrook
Judge William Lewis
Dena McIntosh

Staff Present

A. Scott Lockard, Secretary, Director
Helen Ascani, Assistant to the Director
Brad Brewer, UK Target4 Team Member
K. Nicole Caldwell, Home Health Administrator
Janet Cornett, Perry County Coordinator
Melissa Feltner, HANDS Supervisor
Susan Kincaid, Health Promotion Services Coordinator
Brandy Slone, Letcher County Coordinator
Vivian Smith, Lee and Owsley Counties Coordinator
JoAnn Vanzant, Harm Reduction Program Coordinator
James Ed Whisman, Environmental Supervisor

I. Call to Order

Chairperson Donna Brewer called the meeting to order at 6:00 p.m.

II. Roll Call

With eleven (11) members present, a quorum was established.

III. Minutes of Previous Meetings

Chairperson Brewer requested a motion to accept the minutes from the March 14, 2023, meeting as presented.

Dr. Kenneth Slone made the motion to accept the previous minutes as presented.

Mr. J. B. Bowman seconded the motion.

All were in favor. The motion carried unanimously.

IV. New Business

A. Clinical Services

Ms. Libby Turner was unable to attend the meeting, therefore, The Clinical Services report was presented by Mr. Scott Lockard. Mr. Lockard reviewed Ms. Turner's report in the board packets. The WIC program is currently being audited by the USDA. Also, the WIC Farmer's market will start on July 1, 2023. With the ending of the public health emergency, in-person services will be starting back up.

Bridgett Townsend has been hired as a clinic nurse. There are also plans to hire a Quality Assurance nurse. Focus will be placed on clinical services in the upcoming fiscal year. It is the hope that more people will return to the clinic for family planning and cancer screening.

Mr. Lockard announced that there will be an all-staff summer training day on June 27th at the Buckhorn State Resort.

B. Harm Reduction Services

Ms. Jo Anne Vanzant reported on the activities at the Hub. The Hub has been extremely busy. Since Board of Health meeting:

- A total of 2560 individuals have been assisted with various treatment options and other services.
- provided transportation to treatments for 113 individuals
- the quick response team has received and responded to 34 referrals
- 1278 food boxes have been distributed

The Hub is now a state recognized SMART Recovery Center and is now listed on the state's website.

In addition to the Recovery Community Center grant that was reported to the board at the last meeting, the Hub has been awarded the OD2A State grant in the amount of \$170,000 for four years. In addition, the SSP Harm Reduction Expansion Project awarded \$14,800 per county, totaling \$103,600. The next location for the Hub expansion will be Perry County.

Mr. Lockard informed the Board of his intent have the CPT code for Certified Peer Counselors added to the Preventative Medicaid Fee Schedule. This will allow the Health Department to bill Medicaid for the services they provide.

C. Environmental Services

The Environmental Services report was given by Mr. James Ed Whisman. Mr. Whisman reviewed his report as presented in the board packet.

- 239 food inspections and follow-ups
- 116 site evaluations for new construction
- Issued 85 permits for the onsite sewage program

A \$5,000 grant has been given to the health department for Covid wastewater samplings. This project has resumed in Knott, Letcher, Perry, and Leslie counties. 62 samples have been taken from the treatment plants in those counties.

Rabies clinics are beginning district wide. Perry County Rabies Clinic has already been completed. The next rabies clinic on the schedule will be in Knott County, follow by Letcher and Leslie County. Mr. Whisman projected the rabies clinic will vaccinate over 500 cats and dogs for rabies, parvo and distemper.

Mr. Whisman announced that he plans to step down as the Retail Food Inspector for the district. Kaleb Anderson will take over as the next Retail Food Inspector. He is currently undergoing training for the role.

D. HANDS Services

The HANDS Services report was given by Ms. Melissa Feltner. Ms. Feltner reviewed her report as presented in the board packet. She commented that they have been extremely busy and the participation rate is steadily increasing. They are currently serving 113 families, and with the ending of the Public Health Emergency, home visits are being done more with approximately 25% virtual visits. Not counting June, billings are up \$36,770 for the year.

Ms. Feltner announced the hiring of two staff members, Haley Miller and Krissy Jewell. Ms. Miller is located in Letcher County, and Ms. Jewell in Owsley County.

The HANDS program has been awarded over \$300,000 in a grant by the state to improve the program. Mr. Lockard has requested the purchase of some vehicles for the HANDS staff. A storage building has also been purchased.

E. Health Promotion Services

The Health Promotion Services report was given by Ms. Susan Kincaid. Ms. Kincaid reviewed some of the activities as presented in the board packet.

April was Child Abuse Prevention month. All the county judges took part in the signing of the proclamation. Pinwheels and shoes were laid out district-wide to raise awareness.

The CCHC program received the Outdoor Learning Environment grant. In collaboration with Appalachian Early Childhood Network and In Home Child Care Centers, Emma Davidson is working with two licensed child care centers to reconstruct their playgrounds to an outdoor learning environment playground and gardening.

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 reviewed the quarterly data for the Lee, Wolfe, and Owsley County home health program.

Home Health has seen some growth for the quarter, especially in Wolfe County. There are currently 31 patients in Wolfe County, 25 patients in Owsley County, and 22 patients in Lee County. Compared to last year, visit counts were up by 81 for the quarter.

Ms. Caldwell announced the addition of Shakira Hays in Wolfe County. Ms. Hays will be providing clerical services. Mr. Lockard indicated another home health nurse will be added.

KRDHD has contracted with Mountain Therapy Services to provide speech therapy for the Home Health patients. Currently there is a patient in Owsley County receiving speech therapy.

G. Director's Report

Mr. Lockard reported that it has been a very successful year for the district. Covid has slowed down and it will have an annual Covid vaccine like that of the annual flu vaccine. Focus can now return to strategic planning: the mission, values, and vision of the agency. In the near future, a comprehensive community health assessment and a comprehensive community health improvement plan will be done in the counties of the district plus Breathitt County.

Mr. Lockard commented that the upcoming budget will have much more one-time funding that can be used for capital upgrades, such as the State grant to HANDS for vehicles purchase. The budget will show approximately \$1.5 million in capital improvements. Some of the improvements include:

- District-wide new phone system
- Transitioning to an electronic health records system

Legislatively, the public health transformation funding will continue. Being a budget year, pension funding will be another topic of discussion.

Two staff currently graduated from the Leadership Training program, Tara Vostad and Susan Lutes.

Commissioner Stack held leadership training with all the directors. Dr. Stack has invested more time working with the directors. The relationship between the state Department for Public Health and the Local Health Departments is the best it has ever been.

The East Directors meeting was recently held on June 6, 2023. For the September meeting, the plan is to invite the legislators and have a legislative forum so that the health departments' needs are presented to the Representatives and Senators prior to the start of the next legislative session.

Mr. Lockard gave an update on the construction of the District Conference Room. The Rural Development has not released the fund and ground has not even been broken. The London USDA office is hopeful that the money will be released soon so that bids can be taken on the project.

H. Financial Report

Mr. Lockard reviewed the fiscal year-to-date financial report 117, ending on April 30, 2023, submitted in the board report.

Total Revenue, FY Year to Date: \$ 10,259,049
Total Expense, FY Year to Date: \$ 10,498,828
Net Deficit: \$ 239,779

There is a deficit because of the way the state releases the money for retirement assistance. They disbursed \$1.4 million for the second part of the retirement in May. With this disbursement, the agency now shows a net surplus of approximately \$500,000.

I. FY 2024 Budget

Mr. Lockard presented the FY 2024 budget to the board, as submitted in the board packet.

Projected Revenues: \$ 14,488,148
Projected Expenses: \$ 14,348,517
Projected Net Surplus: \$ 139,631

**Judge Zeke Little, Jr. made the motion to approve the budget as presented.
Dr. Ricky Collins seconded the motion.
All were in favor. The motion carried unanimously.**

FY 2024 increments are set at 5.0%.

**J. B. Bowman made the motion to approve the 5% increments for FY 2024.
Judge Steve Mays seconded the motion.
All were in favor. The motion carried unanimously.**

V. Comments from the County Coordinators

Comments were given on their respective counties by Vivian Smith, Janet Cornett, and Brandy Slone.

VI. Closed Session for Personnel and Legal Matters

**Dr. Ricky Collins made the motion to go into a closed session to discuss personnel and legal matters.
Micah Gayheart seconded the motion.
All were in favor. The motion carried unanimously.**

VII. Resuming of Open Session

**Judge Zeke Little, Jr. made the motion to go back to the open session.
Judge Steve Mays seconded the motion.
All were in favor. The motion carried unanimously.**

Director's Salary

**Dr. Ricky Collins made the motion to give Public Health Director Scott Lockard a 20% raise effective June 26, 2023.
Judge Steve Mays seconded the motion.
All were in favor. The motion carried unanimously.**

VIII. Next Board Meeting
Date to be announced.
To be held at the KRADD Boardroom.

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

J. B. Bowman made the motion to adjourn.
Dr. Ricky Collins seconded the motion.
All were in favor. The motion carried unanimously.

Meeting adjourned at approximately 7:30 p.m.



Donna Brewer, Chairperson

6/18/2023

Date



A. Scott Lockard, Public Health Director, Secretary

6/18/23

Date