



Kentucky River District Health Department

Minutes of the Kentucky River District Board of Health Quarterly Meeting

Date of Meeting: December 12, 2023

Time of Meeting: 6:00 p.m.

Meeting Format: In-person at Kentucky River Area Development District (KRADD) Conference Room, ZOOM and Phone

Members Present

Judge Terry Adams
Judge Scott Alexander by Proxy, Micah Gayheart
Lisa Blackburn
J. B. Bowman
Donna Brewer
Dr. Ricky Collins
Judge William Lewis by Proxy, Nancy Hibbits
Judge Zeke Little, Jr.
Dena McIntosh
Dr. Kenneth Slone
Sally Spaulding

Members Absent

Judge Raymond Banks
Gregory Collins
Kevin Davis
Judge Jeff Dobson
Dr. Don Holbrook
Judge Steve Mays

Staff in Attendance

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
JoAnn Fraley, Harm Reduction Program Coordinator
Anne Hatton, Ryan White Program Coordinator
Maxine Shepherd, Leslie County Coordinator
Brandy Slone, Letcher County Coordinator
Vivian Smith, Lee County & Owsley County Coordinator
Libby Turner, Nurse Administrator
James Ed Whisman, Environmental Supervisor
Stacy Wilson, Wolfe County Coordinator
Kalee Woodward, Lee County Home Health Clerk

I. Call to Order

Chairman 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

Chairman Brewer requested a motion to accept the minutes from the June 6, 2023, and September 12, 2023 meetings as presented.

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

Judge Zeke Little seconded the motion.

All were in favor. None opposed. The motion passed unanimously.

IV. New Business

A. Clinical Services

Updates on clinical services were given by Ms. Libby Turner.

For school health, there is an increase in cases of the flu, strep, and COVID. Therefore, the school nurses have been very busy.

The Diabetes Program remains very active. Compared to the other diabetes program teams across the state, the KRDHD diabetes team has done the most diabetes support classes and self-management classes. The team, with other local agencies, participated in multiple community events. They continued to offer telephonic and in-person diabetes self-management support.

KRDHD received a family planning grant. The money will be used to purchase ADA compliant exam tables and telehealth equipment for all clinics. A family planning improvement plan is currently being developed. The agency hopes to promote the family planning services with a media campaign.

Ms. Turner also showed the Board the web link to the Department of Public Health Family Planning Program. The link <https://www.chfs.ky.gov/agencies/dph/dwh/Pages/familyplanning.aspx> has an interactive map showing statical data, such as teen birth rates, poverty levels, STDs rates, for all Kentucky counties.

For the WIC program, Ms. Turner reported there is a decrease of 0.9% in enrollment rate and 2% decrease in participation rate from August to September. She believes the participation rate will increase because the state has allowed more auto-issuance.

B. Harm Reduction Services

The Harm Reduction Services report was given by Ms. JoAnn Fraley. She highlighted some important events from her report that was submitted to the Board.

There has been no expansion of services in the last three months. The Strings of Hope support group has taken off, so she has applied for multiple mini-grants for additional program support.

Since conception, almost two years ago, 199 individuals have been sent to long-term residential treatment. The Hub has also provided transportation to 160 individuals to treatment as needed.

Naloxboxes are being installed across the district. Currently, there are seven installed Naloxboxes with 15 more to be installed in locations such as courthouses, jails, and businesses. The boxes hold Narcan and anybody can access them. Ms. Fraley reported that there were several deaths due to overdose in the community; thus, the availability of Narcan is essential.

For 2024, the CDC Foundation has awarded the agency 6 positions in harm reduction. These positions allowed another hub to be replicated in Letcher County. A current employee in the Lee County hub will be moving to Letcher County to spearhead the project. Mountain Comprehensive Health Corporation (MCHC) has offered to renovate the space next to City Hall to house the Hub.

Mr. Lockard reported on the Opioid Settlement Funding. The Kentucky Health Department Association wrote for \$3 million but will be receiving \$1 million. Mr. Lockard is unsure the amount KRHD will be getting from the state settlement fund, but the money will help with the harm reduction coordination services.

C. Environmental Services

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

Regarding inspections, since the last board meeting, 267 food establishments were inspected. The team completed 99 site evaluations with 118 new systems permits for the onsite program. The festival season ended with the Woolly Worm festival in Lee County. 130 inspections were done on the temporary food permits for food trucks and trailers. This number does not include the state-wide food trucks. The total number of food truck inspections is around 250. The team has completed their inspections of schools and school cafeterias. There are approximately 50 schools in the district and they are inspected at the beginning of the school year and also at the end of the year.

For those licensed to install septic systems, classes were held for them to receive their CEUs. These classes were held in Knott, Lee, Letcher, Perry, and Owsley. Three more classes will be offered in Wolfe and Perry Counties. Installers are required to have 6 hours of CEUs per year for their certifications.

KRDHD and Oldham County have been selected to participate in the state's adoption of a quality assurance program. Over the next five years, all environmental program in the state will be audited by a technical consultant on quality assurance. The purpose of the audit is to provide a base guideline for all the health departments. They plan to start evaluating the agency in January, lasting for three months. The three programs they will concentrate on are the food program, the onsite program, and facilities, such as hotels, motels, and mobile home parks. They will randomly pull past inspection records to look at the completion of the job. They will also be evaluating the number of inspections done and how often, as well as the collection of permit money. At the end of the three months, they will score each health department. A score of less than 80 will be given recommendations on improvement. 80 and above mean the health department is in compliance.

D. HANDS Services

The HANDS Services report was given by Ms. Melissa Feltner. Ms. Feltner reviewed her report as presented in the board packet.

Ms. Feltner commended her team's performance, stating that they are "resource specialists". The HANDS team makes sure the families have food, safe sleep sources and car seats for their babies. They work with the Health Promotion team making sure these car seats are safely installed.

Visits are being done virtually and in-person. They are using the Doxy.me platform for the virtual visits. Doxy.me is a HIPAA compliant platform, assuring the information discussed with the clients are secured.

Currently, they are serving 114 families, compared to 112 for last year. 3,392 services have been completed, compared to 3,356 services for last year.

Currently, there are 11 team members. The HANDS program is looking to hire. More home visitors are needed in Knott, Letcher, and Leslie counties.

E. Health Promotion Services

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

The Health Promotion team is busy preparing for the upcoming annual staff training and meeting. This year it will be held at the Cliffview Resort in Wolfe County. For this upcoming meeting, with so many new staff and for team building, each of the department heads and their staff will be presenting to the rest of the agency. Staff are now brought together twice a year to support them with training.

They have been promoting vaccination and are working with the state to have a unified vaccine campaign. The team is looking at doing a promotion during the state tournament, similar to last year. Currently, billboards are up in Letcher, Lee, Perry, Owsley and Wolfe Counties. Television ads are run during UK football games, and radio ads for the high school football games.

F. Home Health Services Report

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

Ms. Caldwell introduced Kalee Woodward to the Board. Ms. Woodward will be taking on an expanded role in administration with Ms. Caldwell.

As of November 30th, there is a total of 79 patients.

The annual Cost Report has been completed. The agency will be receiving Medicaid money based on the report.

Beginning 2024, all Medicaid will have to use an electronic check-in app called the Electronic Visit Verification (EVV). All home visitors, such as Physical Therapists, will have to check in and check out using EVV. The data will be sent to the state using an outside vendor. Therap will be the vendor for the agency. If there are any errors with the data, Ms. Caldwell and Ms. Woodward will have the authorization to fix the errors.

Since the beginning of November, the Home Health program has been receiving Additional Documentation Requests (ADR) for the Medicare patients from CMS. They have asked closed to 40 patient records. While CMS are auditing these records, no Medicare money was released for the month of November. Ms. Caldwell reported that recently, she has seen some Medicare money coming in for those early ADRs

G. Director's Report

Mr. Lockard has been preparing for the upcoming Legislative session. He has attended several interim committee meetings. He has testified at hearings and has provided budget numbers at the hearings. Mr. Lockard is advocating for the budget funding of the health departments, for the assistance with the pension, and funding of the Public Health Transformation.

The agency has received a grant to order new SUVs for the HANDs Home Visitors. The order has been placed for 10 vehicles.

The agency also has received a \$25,000 grant for Preparedness. The grant is for the purchase and installation of communication equipment in the agency's trucks and SUVs. The agency will have its frequency and a repeater so staff can communicate with each other and with outside entities during an emergency.

With Governor Brashear re-election, their will be consistency at the state Department of Public Health. Dr. Steven Stack and Secretary Eric Friedlander have committed to staying for another two years.

KRDHD, partnering with LKLP and UK Center of Excellence in Rural Health, is currently working on a community health assessment. The assessment will be used to generate a Community Health Improvement Plan. The Plan will be used by KRDHD and agencies such as KRADD, UKCERH, and LKLP to identify the needs in our communities and what must be done to address those needs.

H. Financial Report

Mr. Lockard reviewed the FY 2022-23 Audit Reports that were distributed to the Board Members. At the end of the fiscal year, June 30, 2023, the agency's actual revenue was \$13,910,318 and the actual expense was \$13,280,822. Both were under the budgeted amount. The agency posted a net amount of \$407,587. There were no findings on the audit. Therefore, nothing has to be corrected.

Mr. Lockard reviewed the financial report 917 ending on November 30, 2023:

Year to Date Total Revenue:	\$ 7,155,699.12
Year to Date Total Expense:	\$ 5,941,166.01
Net Surplus:	\$ 1,214,533.11

\$2,000,000.00 was invested in two 5.3% interest bearing Certificates of Deposit with Peoples Bank. The \$2,000,000 was split as follow:

\$1,000,000 was invested in a 5-month CD
\$1,000,000 was invested in 24-month CD

The agency's finances are sound. Mr. Lockard is making plans for the future, when the agency's funding for pension assistance will decrease by 10% in each of the upcoming two fiscal years. Additionally, he is making adjustments for the depletion of "one-time" funding sources. Employees who receive

compensation from these sources are being transferred to positions that receive more sustainable funding, if possible.

Given the \$1.2 million surplus, Mr. Lockard asked the Board's permission to give a \$1,000 bonus to each employee who is on record on January 1, 2024. Chairman Donna Brewer requested a motion.

Dr. Kenneth Slone made the motion to approve the \$1,000.00 bonus for each employee on record on January 1, 2024, as recommended by Mr. Lockard.

Judge Terry Adams seconded the motion.

All were in favor. None opposed. The motion carried unanimously.

V. Comments from the County Coordinators

With the exception Christy Grigsby, the county coordinators reported on their respective counties.

All the counties are very busy participating in a multitude of events and all the clinics are going well.

Brandy Slone also reported on the resolution with the FEMA situation in Letcher County. FEMA has released \$732,790.56 to the Letcher County Public Health Taxing District on December 1, 2023.

VI. Next Board Meeting

Tuesday, March 12, 2024, 6:00 p.m.

VII. Adjournment

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

Judge Zeke Little made the motion to adjourn.

Dr. Ricky Collins seconded the motion.

All were in favor. None opposed. The motion carried unanimously.

The meeting adjourned at approximately 7:00 p.m.


Donna Brewer, Chairman

12/19/2023
Date


A. Scott Lockard, Public Health Director, Secretary

12/19/2023
Date