



Kentucky River District Health Department

Minutes of the Kentucky River District Board of Health Quarterly Meeting

Date of Meeting: June 10, 2025

Time of Meeting: 6:00 p.m.

Location of Meeting: KRADD Board Room and ZOOM Format

Members Present

Judge Terry Adams
Judge Scott Alexander by proxy, RJ Sizemore
Judge Raymond Banks by proxy, Brad Brewer
Lisa Blackburn
J. B. Bowman
Donna Brewer
Dr. Ricky Collins
Kevin Davis
Dr. William Hagans
Judge William Lewis by proxy, Shirley Baker
Judge Zeke Little, Jr., by proxy, Nelson Bobrowski
Brittany Maggard
Judge Steve May by proxy, John Smith
Dr. Kenneth Slone

Members Absent

Gregory Collins
Judge Jeff Dobson
Dena McIntosh

Staff Present

A. Scott Lockard, Secretary, Director
Helen Ascani, Executive Assistant to the Director
K. Nicole Caldwell, Home Health Administrator
Janet Cornett, Perry County Coordinator
Melissa Feltner, HANDS Program Supervisor
Anne Hatton, Ryan White Program Coordinator
Maxine Shepherd, Leslie County Coordinator
Brandy Slone, Letcher County Coordinator
Melissa Slone, Chief Operating Officer
Vivian Smith, Lee and Owsley Counties Coordinator
James Ed Whisman, Environmental Supervisor
Stacy Wilson, Wolfe County Coordinator

I. Call to Order

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

II. Roll Call

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

III. Minutes of Previous Meetings

Chairman Brewer requested a motion to accept the minutes from the March 18, 2025, meeting as presented.

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

JB Bowman seconded the motion.

The motion carried unanimously.

IV. New Business

A. Clinical Services

The clinical services report was given by Scott Lockard.

Mr. Lockard reviewed the report submitted to the Board by Libby Turner, RN. He highlighted the WIC participation rates for each county. Mr. Lockard informed the Board of the effort to keep the clinics fully staff with qualified providers.

B. Harm Reduction Services

The Harm Reduction Services report was given by Melissa Slone.

Ms. Slone highlighted the following bullet points from JoAnn Fraley's report to the Board:

- The syringe exchange rate remains high at 97%, serving 181 individuals
- KRDDHD was awarded a \$545,519 grant from the KYOAC to assist in the replication of the Hub in the district.
- KRDDHD will provide technical support to KHDA for their effort to replicate the Hub in three regions of the state and facilitate a state-wide Harm Reduction Consortium.
- KRDDHD will be receiving the NACCHO's 2025 Model Practice Award for the Hub model. This is a national award presented to local health departments for the implementation and replication of a public health program. Mr. Lockard will be accepting the award at the NACCHO National Conference scheduled for July in Anaheim, California.
- The Ready-to-Work Inspire Initiative continues to form partnerships with community organizations. Individuals in recovery now have access to training in the CDL, Peer Support Specialist, Lineman, Welding and CNA programs.

C. Environmental Services

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

- 283 food inspections and follow-ups.
- 142 site evaluations for new construction

Rabies clinics have been scheduled for the district.

- Letcher County – June 20
- Knott County – June 27
- Perry County – July 11

- Leslie County – July 18
- Wolfe County – tentatively scheduled for the second week of August

Kassidy Everidge, who was hired to cover Knott County, will be taking her Registered Sanitarian exam in the first week of July. She will be able to conduct inspections without supervision when she passes the exam.

Training for the new environmental system has been scheduled from June 16th to the 18th. It was supposed to have begun earlier, but the program still has many glitches. County Coordinators and clerks will be trained in the financial part of the new system.

D. HANDS Services

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

Most services are done in person, even though 25% of visits can be done virtually. Year to date, the team has completed 1383 services. As of the time of the board meeting, billings are at \$202,800. The numbers are down compared to last year. Ms. Feltner hopes to increase the HANDS participation rate by expanding the team's involvements in community outreach events.

Currently, there are 12 members on the HANDS team. Ms. Feltner announced the upcoming retirement of Connie Miller and Alice Wilson.

E. Health Promotion Services

The Health Promotion Services report was given by Melissa Slone. Ms. Slone reviewed some of the activities as conveyed in Susan Kincaid's report to the Board.

In the Maternal Child Health Program, the team has completed Youth Thrive, Youth Cafés with the 6th graders at Buckhorn Middle School. Funding for the program has been renewed for next year cafés.

The CCHC program continued to provide training to childcare centers. Through a partnership with Eastern Streams, books were provided for all Leslie County Preschool and Kindergarten children.

The Tobacco program has received a Retail Project grant. The team will be working with the Lee County HOSA students to develop a Kentucky Retail Project environmental scan tool that will encourage retail stores from underage selling and promote the use of the Tobacco 21 toolkits.

The Sex Education program received a community engagement grant allowing the team to host two events. The events concentrated on promoting family time, mental health, and a multitude of other character-building topics. Both events were very well received.

F. Home Health Services Report

The Home Health Report was given by 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.

The census as of the time of the meeting stood at 54 patients with 21 in Lee County, 18 in Wolfe County, and 15 in Owsley County. Unfortunately, patient census is in a downward trend. One reason is the decline of pre-authorizations of visits. Insurance companies are reimbursing for a much lower number of visits.

The Home Health staff continue to collect electronic visit verification (EVV) data. After a slow start, there has been much improvement to the system. Payments from MCOs are finally coming in.

G. Financial Report

Tammy Caudill reviewed the Workday Income Statement – Cash Basis for April of FY 2025, that was submitted as part of the board packet.

Actual Revenue, Year to Date:	\$ 12,231,585
Total Expense, Year to Date:	\$ 11,184,282
Net Surplus:	\$ 1,047,302

The agency is on track to finish the fiscal year with an approximate surplus of 0.5 million dollars.

H. Director's Report

Mr. Lockard reminded the Board of the ongoing project of updating the agency policies and procedures, referring to the Policies for Review packet that was included with the Board Reports packet.

Chairman Brewer requested a motion to adopt the updated policies for review as presented to the Board.

Dr. Ricky Collins made the motion to accept the policies and procedures as presented.
Nelson Bobrowski seconded the motion.
The motion carried unanimously.

Mr. Lockard apprised the Board on the continued work of the Babbage Group. The Babbage Group is a lobbyist group working on behalf of the local health departments. Since 2026 will be a budget year, they are already working on the advocacy of fundings for the health departments.

I. FY 2026 Budget

Mr. Lockard presented the FY 2026 budget to the board as submitted in the board packet.

Projected Revenues:	\$13,464,065
Projected Expenses:	\$13,464,062
Projected Net Surplus:	\$3 (the \$3 surplus is a Workday glitch)

Compared to the FY 2025 budget, the FY 2026 budget was reduced by approximately \$700,000. The reduction is due to the loss of numerous one-time funding sources.

Chairman Brewer requested a motion to approve the budget as presented.

JB Bowman made the motion to approve the budget as presented.
Dr. Kenneth Slone seconded the motion.
The motion carried unanimously.

Mr. Lockard requested for the board's approval of a 3% annual increment for staff in FY 2026. The cost of the raise was accounted for in the FY 2026 budget.

Chairman Brewer requested a motion to approve the 3% annual increment for staff.

Nelson Bobrowski made the motion to approve the 3% annual increment for staff.
Dr. William Hagans seconded the motion.
The motion carried unanimously.

V. Comments from the County Coordinators

Vivian Smith, Maxine Shepherd, Brandy Slone, Janet Cornett, and Stacy Wilson made remarks on their respective counties. They are working on their budgets and preparing for their respective local board of health meetings for budget approval.

VIII. Next Board Meeting

Tuesday, September 16, 2025.

IX. Adjournment

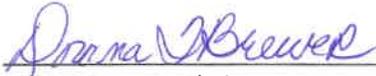
With no other businesses to discuss, Chairman Brewer requested for a motion to adjourn.

John Smith made the motion to adjourn.

Judge Terry Adams seconded the motion.

The motion carried unanimously.

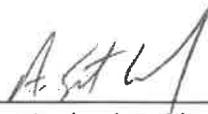
The meeting was adjourned at approximately 7:00 p.m.



Donna Brewer, Chairperson

6/24/2025

Date



A. Scott Lockard, Public Health Director, Secretary

6/23/2025

Date