

Pikeville Clinic

119 River Drive
Pikeville, KY 41501

Phone: 606-437-5500

Fax: 606-437-0873

www.pikecountyhealth.com

**Belfry Clinic**

25320 U.S. Highway 119 N.,
Suite 101
P.O. Box 854
Belfry, KY 41514

Phone: 606-353-7210

Fax: 606-353-6818

Pike County Board of Health Minutes**June 11, 2019****MEMBERS PRESENT:**

Joey Collins, DVM, Chairman
Traci Thornsbury, APRN, FNP-C
Diana Thacker, Fiscal Court Representative
Debra Huffman, Lay Person
Stephanie Wallace, R. Ph.
Laura Ashby-Jones, DO
Philip Elswick, PE
Mary Anne Belcher, OD
Reggie Hickman, Judge Exec. Proxy

Members Not Present

Paul Maynard, MD
Dr. James Justice

OTHERS PRESENT:

Cindy Hamilton, Interim Director
Dr. Melvyn Yeoh, University of Ky.
Linda Epling, University of Kentucky
Dr. Gregory Green, University of Pikeville
Ray Jones, Pike County Judge-Executive
Christopher Webb
Jim Cecil
Shaun Collins
Stephanie Bentley
Delana Gilliam
Jackie Cole
Lisa Wilcox
Suetta Clevinger
Lena Smith
Suzanne Coleman
Jan Johnson
Dewanna Rogers
Suzanne Coleman
Dale Thacker
Kathy Stanley
Rebecca Williams

"Leading our Community in Prevention"

Call to Order

Dr. Joey Collins called the meeting to order at 6:05. It was noted that a quorum was present.

Adoption of Agenda

A motion was made to accept the agenda by Philip Elswick and a second by Debra Huffman. Motion carried unanimously.

Approval of March 12, 2019 and March 19, 2019 Minutes

A motion was made by Dr. Paula Jones to accept the minutes of the March 12, 2019, meeting and the March 19, 2019, meeting. A second was made by Debra Huffman; motion carried unanimously.

Invited Guest

Dr. Melvyn Yeoh and Linda Epling, University of Kentucky School of Dentistry, provided the board with an update on the Oral Health Screening grant. Mrs. Epling explained why Pike County was chosen to be one of the pilot projects. She stated that Harlan County was listed as having the most reported cases of oral cancer with Pike and Letcher Counties not far behind. Ms. Epling also reported that the Pike County Health Department dental team was doing an excellent job and had exceeded expectations. Dr. Yeoh reported that the grant would run consecutively for 3 years and added that he was also impressed at how well the team had done and exceeded all expectations.

Dr. Gregory Green, Associate Professor at the University of Pikeville, gave a presentation on his partnership with the Pike County Health Department. He has developed several programs to assist us in analyzing data. Dr. Green presented statistics from death certificate data that was entered at the health department by a student from UPike. This was allowed through a partnership with the university where the health department permits students to complete an internship here. The data entered from the death certificates included cause of death, age, date of death, level of education, tobacco usage, etc.

Dr. Green also presented information on the Go365 Program. The data collected and entered into the program included the age, blood pressures, body mass measures, etc. The data was broken down by the location where the service was performed.

Dr. Green has also created a program to assist in analyzing data from the Oral Health Screening program. The program he created provided an analysis on information collected pertaining to age, frequency of dental visits, oral cancer knowledge, and oral cancer risk factors.

The board of health was very pleased to get the reports from both universities.

Financial Update

Jim Cecil, Director of Administrative Services, gave the financial update. Board members were given a copy of the Board of Health account balances and a listing of the expenditures paid since the March board meeting. Mr. Cecil requested a motion to approve the expenditures which totaled \$400,500.

A motion was made by Dr. Paula Jones to approve the expenditures and a second was made by Dr. Mary Anne Belcher; motion carried unanimously.

Board of Health Members Information

Board members were given a listing of addresses and phone numbers to review and make corrections. This information is required to be listed in the database of special purpose governmental entities for the Pike County Public Health Taxing District.

FY18-19 Revenue and Expense Reports

Mr. Cecil provided the board with a copy of the Revenue and Expense report for the month ending May 31, 2019, along with a projected cash balance for June. He explained that the auditors recommend we start each fiscal year with approximately \$500,000 in the health department accounts to allow us to have enough funds on hand to make it through the first couple of months of the new fiscal year. Mr. Cecil explained that the health department, based on the projected June ending balance, was within a reasonable amount of the auditor's recommended starting amount and does not feel we need any additional transfers in the current year. He added that in the event we have some unexpected expenditures at the beginning of the new fiscal year, a transfer from the taxing district could be made earlier than planned.

Mr. Cecil, based on this information, requested a motion to approve an amendment to the current year's health department and taxing district budget that decreases the total budgeted transfer to for the fiscal year from \$1,840,092 to \$1,200,000.

A motion was made by Dr. Mary Anne Belcher to approve the amendments to both budgets and a second was made by Debra Huffman; motion carried unanimously.

Mr. Cecil also requested a motion to approve the transfer of any necessary amounts from the health department's Unrestricted Fund Balance to cover any cost centers with year-end deficits during the closeout process if needed.

A motion was made by Philip Elswick to approve the transfer and a second was made by Debra Huffman; motion carried unanimously.

Allocations

Mr. Cecil provided the board with a copy of the FY19-20 allocations along with a comparison to FY 18-19. He reported that there was an overall net increase of \$229,099.03. When excluding the additional

allocation in HANDS, in which we budget according to projected services, the overall net decrease in our allocation is actually \$5,496.97. He added that we did see a decrease in some of our clinical programs including family planning and cancer, and that the diabetes program was being funded differently with a competitive grant process. On the positive side, Mr. Cecil reported a small increase in the retirement assistance with the possibility for additional funding to offset the substantial increase in the contribution rate.

Tax Rate

Mr. Cecil provided a chart showing a comparison of the yearly taxing district receipts since FY14-15. He stated based on this downward trend in collections, the health department propose that the tax rate remain a 6 cents per \$100 of assessed property value. He requested a motion to set the Public Health Tax Rate on all real property, personal property, and motor vehicles at 6 cents per \$100 of assessed valuation. Mr. Cecil gave the board members two copies of the tax form and requested they sign both.

A motion was made by Mary Anne Belcher to approve the Public Health Tax Rate to remain at 6 cents per \$100 of assessed value and a second was made by Debra Huffman; motion carried unanimously.

Taxing District Budget

Mr. Cecil provided the taxing district budget information which included the estimated opening balances and the estimated costs of building improvements.

He stated with the inclusion of the estimated cost of the replacement of the heating and cooling system and roof, and projecting that we will receive approximately the same amount of receipts as the current and prior year; there will be a planned decrease in our taxing district accounts of around \$600,000.

Mr. Cecil requested a motion to approve the taxing district budget for 2019-2020.

A motion was made by Dr. Paula Jones to approve the taxing district budget and a second was made by Debra Huffman; motion carried unanimously.

Health Department Budget

Mr. Cecil provided a copy of the FY19-20 health department budget to the board. He also provided a comparison to show where increases and decreases in expenditures will be experienced, as well as a comparison of the increases and decreases on the revenues side. He stated that a reduction in staff due to retirements and resignations resulted in a decrease in our salary expense by approximately \$360,000. Even with this savings, due to the increase in the retirement contribution rate, the fringe benefit expense increased by approximately \$378,000. There will also be a planned increase in office operations to replace some outdated computers and equipment that has become obsolete as well as an increase in medical supplies due to the planned purchase of hepatitis A vaccine.

On the revenue side, the health department did receive the Oral Health Grant from the University of Kentucky for \$172,000. We have also increased budgeted insurance receipts that are directly tied to the amount of hepatitis a vaccines that are planned to be purchased.

Mr. Cecil requested a motion to approve the health department budget for FY 19-20.

A motion was made by Philip Elswick to approve the health department budget for FY 19-20 and a second was made by Mary Anne Belcher; motion carried unanimously.

Mr. Cecil stated that the health department would not be requesting an annual increment and requested that a motion be made that a 0% annual increment be given to employees and no lump sum payment be given for those employees who score higher on yearly evaluations.

A motion was made by Mary Anne Belcher to approve the 0% annual increment and no lump sum payment to employees with higher evaluation scores and a second was made by Dr. Paula Jones; motion carried unanimously.

Old Business

Opioid Grant

Cindy Hamilton, Interim Director, provided an update on the Opioid grant. She stated that we received almost \$50,000 dollars to provide education and syringe exchange programs in Elkhorn City and Phelps. She explained we would be sharing a van with the Floyd County Health Department and that we are hopeful it will be ready to go soon. She stated that there were a couple of safety concerns with the van that had to be addressed before it was ready for the road. Ms. Hamilton added that a presentation was made to the Elkhorn City Council to obtain approval for the program in that area and it was approved unanimously.

Ms. Hamilton stated we are waiting for a decision to be made by the Pike County Fiscal Court to allow the health department to utilize an office at the Phelps Court House for the needle exchange in the Phelps community. Reggie Hickman, Proxy for Judge-Executive, stated a presentation needed to be made to the commissioners at a Fiscal Court meeting. They could then vote to approve or not approve the health department using the office.

Reduction in Workforce Policy and Plan Update

Ms. Hamilton gave the board a copy of the updated Reduction in Workforce Policy and Plan. She explained that Local Health Personnel had provided a new template and very few changes were made. The changes mainly removed language referencing a reemployment register that does not exist. No changes to the process were made.

A suggestion was made by Debra Huffman to change the wording in Section X (b) (b) to include the health department director. After some discussion, it was decided that the policy would be brought back to the board after the changes had been made.

Hepatitis A

Ms. Hamilton provided an update on the Hepatitis A cases in Pike County and across the state. She stated that statewide there have been almost 4,700 reported cases with 58 deaths. In Pike County there have been 78 cases with only about 6 new cases since March. We have given a total of 4,491 Hepatitis A shots this fiscal year, since the first case was reported. Ms. Hamilton added that it looks like things are starting to slow down in our area.

Heating and Cooling System Update

Jim Cecil, Director of Administrative Services, gave an update on the heating and cooling system and roof replacement. He stated that the design phase was progressing and they have a meeting scheduled with Hoyt Williams and Kevin Gilliam. We should have everything finalized soon. As soon as the design and planning phase is completed, the process will move into the bidding and contract phase.

Retirement Reform

Cindy Hamilton gave an update on the retirement reform to the board. She stated that HB358, the pension relief bill passed by the legislators in March, was vetoed by Governor Bevin. The governor has come out with his own plan and says and he will call a special session. She stated that the special session had not been called as of today. If no special session is called and the plan is not approved, the retirement contribution rate will increase effective July 1 from the current level of 49.47% to 83.43%

New Business

Dr. Mary Anne Belcher made a motion to advertise the Public Health Director's position again and to run it for 2 weeks and a second was made by Diana Thacker; motion carried unanimously.

Personnel:

Adjourn

A motion was made by Dr. Paula Jones and second by Traci Thornsbury; motion carried unanimously.

Meeting adjourned at 7:05pm

Respectfully Submitted:



Cynthia Hamilton
Interim Director
Secretary to Board



Joey Collins, DVM
Chairman of the Board