

**Pikeville Clinic**

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**Pike County Board of Health Minutes**

**March 10, 2020**

**MEMBERS PRESENT:**

Joey Collins, DVM, Chairman  
Mark Reed, MD  
Debra Huffman, Lay Person  
Laura Ashby-Jones, DO  
Mary Anne Belcher, OD  
Reggie Hickman, Judge Exec. Proxy  
Paul Maynard, MD  
Dr. James Justice, DMD  
Diana Thacker, Fiscal Court Representative  
Stephanie Wallace, RPh

**MEMBERS NOT PRESENT:**

Philip Elswick, PE  
Traci Thornsbury, APRN, FNP-C

**OTHERS PRESENT:**

Tammy Riley, Director  
Jim Cecil  
Rebecca Williams  
Suzanne Coleman  
Crystal Newsome  
Stephanie Bentley  
Cynthia Hamilton  
Jackie Cole  
Jordan Gibson, Chamber of Commerce  
Nicole Ziege, Appalachian News-Express  
Lisa Wilcox  
Delana Gilliam  
Ray Jones, Pike County Judge-Executive  
Chris Webb

*“Leading our Community in Prevention”*

### **Call to Order**

Diana Thacker called the meeting to order at 6:11pm. It was noted that a quorum was present.

### **Adoption of Agenda**

A motion was made to accept the agenda by Dr. Paula Jones and a second by Dr. Paul Maynard. Motion carried unanimously.

Motion was made by Dr. Paul Maynard to amend the agenda to recognize new board member Dr. Mark Reed with a second by Reggie Hickman. Motion carried unanimously.

### **Approval of December 10, 2019 Minutes**

A motion was made by Dr. Mary Anne Belcher to accept the minutes of the December 10, 2019, meeting. A second was made by Dr. James Justice. Motion carried unanimously. **Financial Update**

### **Taxing District Expense/Account Balances**

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 December board meeting. Mr. Cecil requested a motion to approve the expenditures which totaled \$568,372.44.

A motion was made by Dr. Paul Maynard to approve the expenditures and a second was made by Dr. James Justice. Motion carried unanimously.

### **FY19-20 Revenue and Expense Reports**

Mr. Cecil reviewed a copy of the revenue and expense reports for the month ending February 29th. As of the end of February, and thru the first eight months of the fiscal year, there is a year-end projected surplus totaling \$634,427. Mr. Cecil further explained that the projected surplus was the result of the reprieve that was passed in the special session in July 2019. The reprieve lowered the health departments required retirement contribution rate from 84% of employee payroll to 49% of payroll, which was the rate paid in the prior fiscal year. As a result of the reprieve, there was a savings in the budgeted expenditures for retirement expense by approximately \$600,000.

Based on this projection and if no other substantial changes are experienced, Mr. Cecil anticipates presenting amendments to both the taxing district and health department budgets at the June meeting that reduces the annual amounts needed to be transferred. A year-end cash projection will be presented in June to determine the final amount to transfer to insure that the health department has an adequate level of funds on hand to begin the new year on July 1<sup>st</sup>.

## Kentucky Retirement/ FY20-21 Budget

We are waiting for the conclusion of the current legislative session and the information to be provided by the Department for Public Health to begin the budget process for FY20-21. There are a couple of important bills that we are following that will determine how our budget process will be completed. This includes bills for the Public Health Transformation Plan, retirement funding and whether or not to fund as a percentage of payroll or level dollar funding, and environmental fees.

The bill that is being watched the closest and that could have the greatest impact on our budget is the retirement funding bill. The Kentucky Retirement System is recommending that the contribution rate be increased to 93.5% of payroll. There is also consideration being given to a level dollar plan in which agencies would repay the unfunded amount over a 27 year payback option. For us, this calculates to around 96% of payroll. Another proposal by the Governor, which is included in HB 352, would limit the increase in the contribution rate that health departments would have to pay to around 67% of payroll. The difference from the proposed KRS rate (93.5%) would be funded in the state's two year budget.

The result of the legislative session and the FY20-21 Budget will be presented at the June board of health meeting.

## Old Business

### Heating and Cooling System Update

Mr. Cecil gave an update on the building project. The replacement of the roof has been completed and final payment made. The heating and cooling system work has also been completed and we are waiting on approval of the project to be closed out and final payment to be invoiced and paid.

We are also finalizing the sale of the replaced HVAC units and anticipate having everything completed this week, possibly by Wednesday, March 11<sup>th</sup>. With the additional sale of a surplus trailer, there will be approximately \$9,000 available to update the clinic lobby on the first floor and at no additional costs to the health department.

### Pike County Board of Education Contract

Mrs. Riley gave the board an update on the Pike County Board of Education contract. She informed them it had been approved.

### Harm Reduction Update

Mrs. Riley provided an update on Harm Reduction and the two new individuals being hired by the University of Kentucky that will be housed in the Pike County Health Department. Both individuals have been notified and offered the positions. One will be a Risk Reduction Specialist, whom will work out in the Community and be part of the Needle Exchange Program, and the other will be the Risk Reduction Regional Supervisor. The University of Kentucky will be paying space cost to cover expenses for those positions.

Dr. Paul Maynard asked Mrs. Riley about what programs the Risk Reduction team to work. Stephanie Bentley, Nurse Administrator, informed the board that they will be working in stages. The first stage will include working with the Needle Exchange program and on the mobile unit. The goal is to interact various times throughout the day with targeted groups that need support and education. The second stage will include moving to rapid Hepatitis C and HIV testing.

### **New Business**

#### **Legislative Update**

Mrs. Riley shared information regarding the current Legislative Session and the three bills that are currently under consideration that will impact our budget for the next two years. Specifically HB129 which is the Public Health Transformation had passed the House and the verbiage had changed in the Senate which removed the Commissioner's authority to set the Public Health Tax Rate. The bill has been sent back to the House for consideration of the amendment and changes. Kentucky health department directors are in support of HB129 that includes this revision.

HB171 on the Kentucky Pension System has passed the House and is setting in a sub-committee in the Senate. This bill sets the contribution rate for the state agencies at 93.5%.

HB352 which is specific language for retirement contribution rates for quasi's. This bill limits the increase in the retirement contribution rate to 67% and the state will fund the difference in the contribution rate of 93.5%.

#### **Commissioner's Visit**

Mrs. Riley informed the board that the new Commissioner of Public Health, Dr. Steven Stack, visited the Pike County Health Department on March 2, 2020. During his visit the various bills currently in the Legislature were discussed, and he met with clinic staff and was very complimentary of the staff's professionalism.

#### **Novel Coronavirus 2019**

Crystal Newsome provided an update of the activities that have been conducted by the health department staff related to the COVID-19 virus. They include the following:

- Attendance to weekly situational conference calls with the CDC. These meetings have been held at minimum weekly, but at times 2-3 times per week.
- The Pike County Health Department Operation Center (DOC) was opened to level 4 on February 24, 2020. Level 4 means staff are actively monitoring the COVID-19 situation and planning accordingly. The DOC was raised to a level 3 on Friday, March 6, 2020, when the first case was identified in Kentucky. Level 3 is limited activation. Briefings are being held multiple times per week, and incident action plans are being developed daily.

- Attendance to situational update webinars/conference calls with the Kentucky Department for Public Health. Conference calls are multiple times per week.
- Daily situational reports have been provided to health department staff to provide short updates about statewide, national, and international updates.
- CDC and KDPH planning/guidance documents were hand delivered to health care providers not associated with PMC or ARH. The health department spoke with hospital staff to ensure proper guidance documents were being provided to hospital providers.
- CDC and KDPH planning/guidance documents were hand delivered to all nursing homes in Pike County.
- The health department amped up social media posts specific to the COVID-19 situation. Posts also included education on proper handwashing. Posts are being made on Facebook and Twitter.
- Mrs. Riley interviewed with Mountain Top News the day after the CDC declared a pandemic.
- Mrs. Riley interviewed and provided information to Appalachian News-Express for the March 7-8, 2020, edition.
- Mrs. Riley has been in contact with multiple news organizations to provide PSAs about COVID-19 and the steps the community can take to protect themselves.
- Fact sheets/flyers have been developed and provided to community partners including the Senior Citizens Centers.
- A letter has been drafted to be sent home to parents at the schools.
- A limited community stakeholder meeting with hospitals, EMS, Emergency Management, Red Cross, County Government, local boards of education and higher education was held on March 9, 2020. CDC and KDPH guidance packets were provided to each organization with information specifically provided for their discipline. Another meeting was scheduled for March 23, 2020 at 1:00 PM.
- A planning committee was developed from the community stakeholder meeting to develop common messages from the group and provide guidance to stakeholders that may need assistance.
- A letter and packets are being developed for faith-based institutions.

Discussion followed that emphasized the importance of a unified message from all stakeholders including news outlets and information shared on social media. Packets that have been handed out were geared to the various individual entities based on their function and primary audience. This included school districts, long term care providers, and faith based institutions.

Ms. Riley reviewed the education campaign and logo that was created by the sub-committee that included emphasis on the 4-C's: Calm, Clean, Cover, and Contain. A flyer was also being designed that included a pictorial and explanation for each of the four components. Beginning on Wednesday, March 11<sup>th</sup>, the new logo would be included on the health department's website. Ms. Riley also informed the board that the sub-committee is working with Judge Jones about promoting the campaign with other media outlets.

Discussion continued as several topics and questions were asked to gain clarification. Currently Pike County has no positive cases. Testing is very limited and only given to patients that meet strict criteria. The testing is a basic swabbing that is sent to the lab for results.

Judge Jones indicated that he had made a phone call to Rocky Adkins' office recommending that a regional test center be set up, but had not heard back as of the time of the meeting. Judge Jones also stated that politics had been injected into the situation. Some are down playing the seriousness and others are scaring the public with their rhetoric. The actual situation was probably somewhere in the middle.

There were a couple of new cases reported earlier in the day. One patient was in their 40's and the other was 27 years old. Outcomes will be different based on age and underlying health issues. Also, the flu is still very prevalent.

Debbie Huffman asked about the differences in the symptoms between the coronavirus and the flu. Stephanie Bentley, Nurse Administrator, answered that the symptoms are very similar. There is a cough, fever, and fatigue. Kids are also dealing with the coronavirus better than the older population.

Dr. Jones requested that the board members be provided updates of the sub-committee. Ms. Riley assured the Board members that they will be provided continued updates of all information. She informed the board that staff were working above and beyond expectations as well as planning and preparing for all possible situations including the worst scenario of a confirmed case. She reminded them that as this process continues we must all remain calm and to reassure the public that 80% of all cases have positive outcomes.

Reggie Hickman asked whether Walmart or Kellogg's had been included in the committee. Ms. Riley indicated that they would be contacted in the near future. Food City had been included as a representative of the business community and that would expand as more contacts are made.

Dr. Jones brought up concerns about employees and that they should not be punished in the event they become sick. Ms. Riley responded that Governor Beshear had approved adding additional sick days for state employees if an employee was diagnosed with the virus, even if they did not have an adequate amount of accumulated leave time available. The health department would have to receive further guidance from Local Health Personnel on what is allowable for our agency. Every courtesy would be extended if we had an employee who was confirmed to have the coronavirus.

Judge Jones asked that the health department to stay in close contact with Emergency Medical Services. As first responders they would be at a heightened risk for possible exposure that could also result in spreading the virus. Crystal Newsome responded that the Kentucky Board of Emergency Medical Services has provided prior trainings and materials that several first responders had attended.

There are concerns that a panic will occur with the first confirmed case. Ms. Riley indicated that we are looking into how those hospitals responded and handled the situation in those specific hospitals that have already had confirmed cases.

Debbie Huffman stated that the local newspaper needs to be provided all of the information that had been discussed in the meeting. Nicole Ziege, with the Appalachian News-Express was in attendance and she was in the process of doing a story about the situation. The next addition of the paper is going to include

a full page of information including the telephone hotline and link to website along with other information that included CDC guidelines.

Dr. Jones inquired about the homeless shelter patients. Crystal Newsome indicated that Dr. Margo Riggs had been assigned by the CDC to our area. The CDC is working on guidelines to address the homeless.

We are currently tracking all of the costs associated with the coronavirus response. We anticipate that the federal government will provide the state with funding and we should receive reimbursement when those funds become available.

**Personnel:**

There were no personnel items that needed discussion.

**Adjourn**

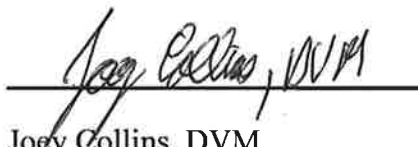
A motion was made by Diane Thacker to adjourn and second by Debra Huffman. Motion carried unanimously.

Meeting adjourned at 7:15pm. The next scheduled meeting is set for June 9, 2020 at 6:00 pm.

Respectfully Submitted:



Tammy Riley  
Public Health Director II  
Secretary to Board



Joey Collins, DVM  
Chairman of the Board