

BOARD OF HEALTH MINUTES

The Lexington-Fayette County Board of Health convened for a regular meeting Monday, December 12, 2016 at 5:45p.m. at the Lexington-Fayette County Health Department in Conference Room C.

	PRESENT	ABSENT
MEMBERS: Paula Anderson, Chair	X	
Kacy Allen-Bryant, RN, MSN, Vice Chair	X	
James Cecil, DMD, MPH	X	
Chris Ford	X	
Michael Friesen	X	
Mayor Jim Gray		X
Peggy Henson		X
Jason Lee	X	
Mamata Majmundar, MD		X
David Martorano		X
Jacqueline Matar, MD	X	
John Riley, MD	X	
Sherelle Roberts Pierre		X
Dianet Valencia		X

OTHERS

PRESENT: Health Department Staff
LFCHD Council

The meeting was called to order at 5:49 p.m. A quorum was present. Jason Lee made a motion to approve the November 14, 2016 minutes. The motion was seconded by Dr. Riley. The motion carried.

Mr. Michael Friesen was introduced and welcomed to the Board as a new member.

STRATEGIC PLANNING/SWOT UPDATE: Katrina Howard

Ms. Howard provided a brief update on the strategic planning process. Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis meetings are occurring for leadership and staff. The results will be combined with the data from the November 14, 2016 Board of Health SWOT. Additional internal and external data is being gathered and will be incorporated in final recommendations. The mission statement selected is "helping Lexington be well". We are in the process of finalizing our vision statement and related materials. A half-day strategic planning workgroup session for management staff is being planned and will bring all of these elements together. The Notice of Privacy Practices was recently extensively revised and approved. The English-language version will begin being distributed soon and we are finalizing a Spanish-language version. Ms. Anderson asked about the status of the Community Health Improvement Plan (CHIP). Ms. Howard stated a draft is being vetted and our epidemiologists are working to add demographic and other data.

Dr. Cecil asked if we have verified the reading level of the document. Ms. Howard indicated Communications will also review the document and the final product will be at an appropriate reading level. Dr. Humbaugh thanked Ms. Howard to taking the lead in updating the Notice of Privacy Practices.

COMMISSIONER'S REPORT: Kraig Humbaugh, MD, MPH

Dr. Humbaugh said the All-Staff Winter Event was successful and thanked Ms. Anderson, Dr. Cecil and Ms. Roberts Pierre for attending. Over 135 members of the staff attended and many generous door prizes were awarded. All staff members in attendance received a 30.00 appreciation gift card. Staff continue to participate in management and diversity training. Dr. Roger Cleveland is facilitating four diversity training sessions. Feedback on the trainings has been positive. 109 staff have completed enrollment for the 2017 benefits year. 87% participated in our worksite wellness program. Dr. Humbaugh stated that Moni Shields is retiring at the end of December, 2016. He thanked her for her years of service to the department and to the community. The Needle Exchange Program (NEP) saw 146 clients last Friday, which is a new record. Three clients participated in referrals to counseling. 50 Naloxone kits were distributed. Dr. Humbaugh and several staff members visited the Louisville NEP. Since beginning operations, the Louisville program has served over 5,000 clients. The budget for the program is large and it operates six days a week. Kevin Hall spoke with a group on Friday about NEP and was well received. Dr. Humbaugh spoke to a faith-based group on Saturday, along with Amy Baker and Commissioner Bastin. Dr. Humbaugh stated our department will be closed December 23, 26, and 30, 2016. We will also be closed January 2, 2017. He also stated a revised policy on unplanned closures has been approved and posted to the intranet. Dr. Humbaugh said his assistant, Laura Foley, will be out-of-office most of the second half of December. Jenny Preston is going to cover in Laura's absence. Dr. Humbaugh requested input on preferences of Board members for either holding the February meeting during the retreat or separately. He also stated a state-wide Boards of Health online meeting will be held Thursday, January 12, 2017 at 6:30p.m. and that Board of Health members are encouraged and welcome to attend.

EXECUTIVE COMMITTEE: Paula Anderson, Chair

Ms. Anderson stated that we are beginning to look at the terms of Board members. She invited Board members who are interested in leadership positions to contact her. She also reported that Dr. Matar is resigning from the Board. She and the Board expressed gratitude to Dr. Matar for her service on the Board.

NOMINATING/BYLAWS COMMITTEE: Paula Anderson, Chair

No report.

FINANCE COMMITTEE: Jason Lee

Mr. Lee welcomed back Jack Cornett to assist during the transition to new department leadership in finance. Mr. Cornett reported our finances continue to be stable. We have a few variances in revenue, but nothing extraordinary. We continue to stay under budget in salary expenses, partly due to staffing vacancies and turnover in positions. He reported that we will produce a mid-year budget which should be available for the February, 2017 Board of Health meeting. Mr. Cornett stated that FICA requirements are changing and that staff will see an increase in FICA withholdings starting with their first January, 2017 paycheck.

PROGRAM OUTCOMES/EVALUATION:

No report.

POLICY/PROTOCOL COMMITTEE:

No report.

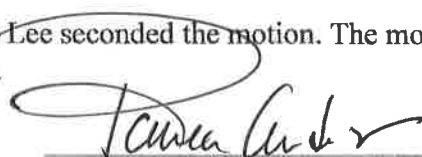
MARKETING/COMMUNICATION: Kevin Hall

The *Healthy Times* radio show continues to air. Mr. Hall will be sending a link to Board members to access an archive of podcasts of the show. An upcoming show with Elayne Hollinger will focus on postponing sexual involvement and sex education. In 2017, a fifteen-minute Spanish language segment will begin airing on the radio. The Employee Association held a Thanksgiving lunch activity. An opportunity to donate clothing items to the Salvation Army was offered and staff donated hundreds of items. Staff members who are veterans were recognized on Veteran's Day. Our Child Care Health Consultation program, staffed by Holly Clendenin, Catherine Lowe, and Sarah McMahan, received the 2016 Outstanding Community Partner Award from Safe Kids Fayette County. Mr. Hall presented a first-year review of our Needle Exchange Program to a group of approximately 500 people at an event hosted by the Ridge Behavioral Health Systems. He thanked the Board of Health, Commissioner Ford and Amy Baker for their support of NEP and notated that 24 clients have entered treatment since the program began.

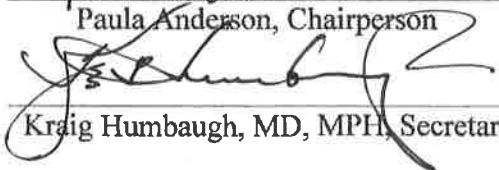
OPEN COMMENT:

No comments.

Ms. Allen-Bryant made a motion to adjourn. Mr. Lee seconded the motion. The motion passed and the meeting adjourned at 6:39p.m.



Paula Anderson, Chairperson



Craig Humbaugh, MD, MPH, Secretary