

BOARD OF HEALTH MINUTES

The Lexington-Fayette County Board of Health convened for a regular meeting Monday, October 10, 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	
Mayor Jim Gray		
Peggy Henson		
Jason Lee	X	
Mamata Majmundar, MD	X	
David Martorano		
Jacqueline Matar, MD		
John Riley, MD	X	
Sherelle Roberts Pierre	X	
Dianet Valencia		

OTHERS

PRESENT: Health Department Staff
LFCHD Council

The meeting was called to order at 6:03 p.m. A quorum was present.

Dr. Riley made a motion to approve the September 12, 2016 Board of Health minutes. The motion was seconded by Dr. Majmundar. The motion carried.

Dr. Humbaugh introduced our newly-appointed Board of Health (BOH) member, Ms. Sherelle Roberts Pierre. Ms. Roberts Pierre thanked Dr. Humbaugh, the Board, and the Mayor's Office. She is looking forward to working with us.

PRESENTATION: Ray, Foley & Hensley Auditors and Jason Lee

Jason Lee introduced Alex Mashni from Ray, Foley & Hensley Auditors (RFH). Mr. Mashni presented the fiscal year 2015 audit. He stated RFH has issued an unmodified opinion, which represents the highest level of assurance and confirms a clean audit. Mr. Mashni detailed the information contained in the audit document. The audit revealed we are in a healthy position, especially as regards cash. In summary, there were no findings or significant deficiencies. Internal controls were appropriate and programs were in compliance. Dr. Cecil moved to

approve the audit. Dr. Riley seconded. The motion carried. Jason Lee and Paula Anderson thanked Mr. Mashni and the finance team of the Lexington-Fayette County Health Department (LFCHD).

PRESENTATION: Ruben Perez

Ruben Perez presented an overview of the Humana Vitality program. In this program, participants are asked to complete the *LivingWell Promise*. Local Health Departments, including LFCHD, are helping to perform the biometric screening. The screening includes height and weight, fasting lipids and glucose, blood pressure, and waist circumference. Based on the results from these two components, the program forwards suggestions to improve measurements in areas of concern. We have added staff to assist with assessments and have seen a 70% increase this year. We anticipate more growth in the new year. New machines that will expedite the biometric screening will soon be in use. LFCHD is also serving as a pilot for a similar program in the private sector. This is another area of potential growth. Opportunities to partner (for example, by offering biometric screening and flu vaccinations together) are being studied. Dr. Majmunder asked what the difference in accuracy is between the device currently in use and the new device. Mr. Perez stated there is less than 3% difference in accuracy. Flu shots. Dr. Cecil asked for clarification about private sector opportunities. Mr. Perez stated that it could be large companies like Toyota or Lexmark or small companies and that we would do doing the biometric screening. Paula Anderson asked if private sector partners would have to have Humana insurance and Mr. Perez verified that Humana Vitality is a wellness company that can be purchased with other primary insurances. Dr. Humbaugh stated approximately 75% of LFCHD staff participating in the assessment and screening processes this year.

PRESENTATION: Katrina Howard

Ms. Howard indicated that our strategic planning process is continuing to evolve. The strategic plan is made up of several puzzle pieces. These pieces include our mission, vision, and values, our data sets (including CHIP, Community Assessments, and BOH and staff input), agency priorities, departments (including Public Health Operations, Compliance, Business Services, Human Resources, and Communications). Other pieces of the strategic plan puzzle are Quality Assessment and Improvement, (including workforce development and performance management) and implementation/monitoring. Ms. Howard shared recent meetings and communications revolving around the strategic planning process, with a focus on values development. At the most recent All-Staff meeting, employees selected values they would like to see incorporated into the plan. These values included (in alphabetical order) accountability, caring, community, competency, diversity, equity, integrity, respect, responsibility, and service. Next steps include finalizing the CHIP plan, adopting values and values statements, and re-evaluation of mission and vision. In addition, the BOH and various teams within the department will be participating in SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis meetings. Analyzing the results of the SWOT analyses will help determine agency priorities. Dr. Humbaugh stated that the BOH Executive Committee met recently and decided to delay the annual BOH retreat to late January/early February so we can complete these processes and welcome our new members. On November, 14, we will host a SWOT from 11:00a.m. to 1:00p.m. at *Community Ventures*.

COMMISSIONER'S REPORT: Kraig Humbaugh, MD, MPH

Dr. Humbaugh welcomed Sherelle Roberts Pierre to the Board of Health (BOH). He stated we have another candidate in the process of being confirmed for our other Board vacancy. The Executive Committee has decided to delay the full BOH retreat until our new Board members are in place. The full retreat will be rescheduled for late January or early February, 2017. Laura Foley will send Board members a poll to select two potential dates. On November 14th, we will hold an expanded luncheon from 11:00a.m. to 1:00p.m. to complete a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis with the Board, including completion of a survey. Our regular Board meeting will follow at 5:45p.m. Dr. Humbaugh shared that there are twelve vacancies in the agency, all of which are in the process of being filled. Dr. Humbaugh offered appreciation to Michelle and the HR team for the good job they are doing getting new staff in place. Jack Cornett, who served as our Administrative Officer, left at the end of September. Dr. Humbaugh is temporarily dividing his duties. Until we assign permanent staff, Darin Swartz will be serving as our Finance Manager. Dr. Humbaugh will manage our IT team. Katrina Howard will manage facilities and maintenance. As we prepare to permanently fill these roles, we will include guidance from our strategic planning on how we want to set up our infrastructure. whether Some of our response will be based on strategic planning. We had an active Zika virus case last month. Our mosquito spraying schedule was modified in response. In the last couple of weeks, a West Nile virus case was identified. This was the first recognized case in Lexington in over a decade. Most cases are asymptomatic. Severe reactions occur in approximately one percent of cases. This case was more severe, but the patient has recovered and was released from the hospital. Mosquito season should be over in the next three weeks. LFCHD will host our Free Flu Shot Clinic on October 20, 2016 at Consolidated Baptist Church, 1625 Russell Cave Rd., and Southland Christian Church, 2349 Richmond Rd. Two-thousand doses will be available for clients. The Needle Exchange Program (NEP) serve one-hundred and five clients on Friday, October 7, 2016. We have active workgroups examining options to expand hours of operation by the end of October. The workgroups are also looking at expanding to a second site. Naloxone kits continue to be offered. Over twenty-five kits are being distributed every week. Rapid HIV testing is currently available and planning is underway to also offer rapid Hepatitis C testing. Dr. Cecil asked about response to positive test. Dr. Humbaugh said that patients who receive a positive result from a rapid screening test are referred back to our public health clinic for confirmatory testing. If treatment is required, we refer the patients to the University of Kentucky gastroenterology department. Dr. Humbaugh stated we had a successful All Staff meeting and are having a chili cook-off soon. Our all Winter event will be held in December.

EXECUTIVE COMMITTEE: Paula Anderson, Chair

Paula Anderson provided further details on plans for a Board luncheon to be held on November 14, 2016 from 11:00a.m. to 1:00p.m. at Community Ventures, 1450 North Broadway, Lexington, Kentucky.

NOMINATING/BYLAWS COMMITTEE: Paula Anderson, Chair

Ms. Anderson welcomed our new Board member, Sherelle Roberts Pierre and stated we are waiting for confirmation for Dr. Bill Elder to join the Board to fill the vacancy left by Dr. Nat Sandler's departure.

FINANCE COMMITTEE: Darin Swartz

Mr. Swartz presented a report showing continuing favorable variances to budget for the month ending in August, compared with the same period last year. Much of the decrease in expenses is due to vacancy savings. LFCHD received the first semi-annual payment of Kentucky retirement support.

PROGRAM OUTCOMES/EVALUATION:

Ms. Allen-Bryant reported a transition of staff leadership from Jessica Cobb to Katrina Howard. Roanya Rice presented an update on NEP and free flu event. The Quality Improvement (QI) training was just completed and four QI projects will be identified for next year. The policy for reporting breaches in compliance to the Board were discussed. Reports of potential breaches will come through the committee chair to the Executive Committee as warranted.

REQUEST FOR APPROVAL: Kraig Humbaugh, MD, MPH

Public Health Medication Policy was presented to the BOH for approval. Nurses at local health departments are able to provide services not allowed in private practice. This applies to administering and dispensing medicines, but must be contained in a policy approved by the BOH. Following review of the proposed policy, Ms. Allen-Bryant made a motion to approve. Dr. Riley seconded the motion. The motion carried unanimously.

POLICY/PROTOCOL COMMITTEE:

No Report

MARKETING/COMMUNICATION: Kevin Hall


Mr. Hall stated the Healthy Times Radio Show continues to air on Wednesdays and can also be downloaded for later listening. Carol Hisle and Katrina Howard were recent guests. Communications is developing a short Spanish language program with the assistance of bilingual LFCHD staff. On September 1st, Dr. Humbaugh was interviewed on WEKU's Eastern Standard program. LFCHD provided HIV testing for HIV/AIDS Awareness Day. On October 5th, an HIV awareness event, with On the Move Arts Studio, for Latino youth called "We All Have a Hand in HIV Prevention". The Pokémon GO promotion completed. Kris Clark won a Fitbit and was pleased to win. Mr. Hall and Jill Keys will be interviewed on WKYT and Tuesday on WTVQ to discuss the free flu event. Roanya Rice and Bailey Preston will appear on WLEX with Lee Cruise, as well. The NEP continues to grow. We have received 28,476 needles and distributed 33,071 clean needles. We are very pleased with the assistance from Amy Baker in the Mayor's

Office and Commissioner Ford in presenting treatment opportunities. Ten clients are now entering treatment.

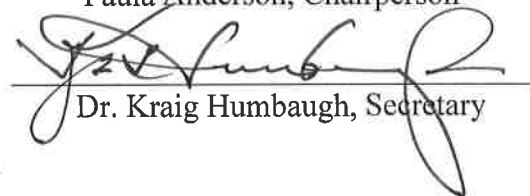
OPEN COMMENT:

None

Jason Lee made a motion to adjourn. The motion was seconded by Dr. Riley. Motion was approved. Meeting adjourned at 7:28p.m.



Paula Anderson, Chairperson



Dr. Kraig Humbaugh, Secretary