



MEETING MINUTES

Board of Health
June 11, 2018

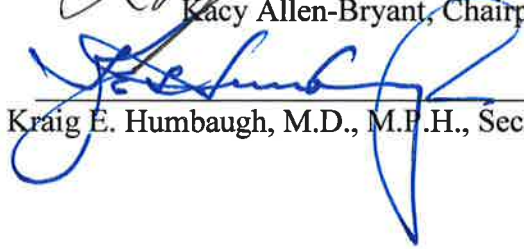
TOPIC	DISCUSSION
Call to Order	<ul style="list-style-type: none"> Ms. Allen-Bryant called the meeting to order at 5:50p.m.
Attendance	<p>PRESENT: Ms. Allen-Bryant, Ms. Anderson, Ms. Blevins-Booth, Dr. Dossett, Dr. Elder, Commissioner Ford, Mr. Friesen, Mr. Gibbs, Dr. Jackson, Mr. Lee, Ms. Roberts Pierre, Dr. Zimmerman.</p> <p>OTHERS PRESENT: Dr. Humbaugh, Health Department Staff, LFCHD Council.</p>
Approval of the May 14, 2018 Minutes	<ul style="list-style-type: none"> P. Anderson made a motion to approve the May 14, 2018 minutes. V. Blevins-Booth seconded the motion. The motion passed.
Recognition of Paula Anderson and Jason Lee	<ul style="list-style-type: none"> K. Allen-Bryant recognized Paula Anderson and Jason Lee and thanked them for their years of service on the Board of Health. Hearty applause greeted Ms. Anderson and Mr. Lee. A gift was presented to Ms. Anderson and a plaque to Mr. Lee in recognition of the gratitude of the board and the Lexington-Fayette County Health Department (LFCHD) for their contributions to public health in Fayette County.
Request for Approval of the Slate of Board of Health Officers	<ul style="list-style-type: none"> P. Anderson made a motion to nominate Board of Health (BOH) members to serve as officers, beginning in July, 2018. Kacy Allen-Bryant was nominated to continue as Board of Health Chair. Dr. Majmundar was nominated to serve as Vice Chair. Committee chairs Dr. Dossett, Mr. Friesen, and S. Roberts Pierre were nominated to continue serving in their current roles. J. Lee seconded the motion. The motion to nominate these officers passed unanimously.
Request for Approval of the FY 2019 Budget	<ul style="list-style-type: none"> Mike Friesen introduced C. Kay to present the finance report and to request approval of the FY 2019 budget. C. Kay said, as of the end of April, we have earned 98% of budgeted revenue and have spent 72% of budgeted expenses. June is the three-paycheck month, but we will still end the fiscal year ahead of budget, with around 11.2M in cash. C. Kay summarized the FY 2019 Budget. In general, state and federal funding have decreased, including a decrease in the KERS subsidy. WIC funding has increased by 154K. Salaries and benefits are down slightly, both in the base and mid-year budgets numbers. In FY 2019, staff will receive a one-time performance payment based on annual appraisal scores, rather than pay increases. The space planning project will be completed in FY 2019. We recently accepted a bid of 180K is to complete the project. Other capital projects include purchase of a new truck capable of hauling our portable generator and HVAC system upgrades. We are having a call with KERS this Friday to discuss potential options. C. Kay thanked J. Lee and P. Anderson for the assistance they have given

	<p>her from the beginning of her tenure.</p> <ul style="list-style-type: none"> • M. Friesen asked for a motion to approve the FY 2019 LFCHD budget, as presented. J. Lee made a motion. Dr. Elder seconded the motion. The motion passed.
Strategic Plan & Facilities Update	<ul style="list-style-type: none"> • K. Howard presented a strategic plan facilities update. • A printed copy of the final draft of the 2018-2021 Strategic Plan was given to board members. • The document serves as our roadmap to improving effectiveness and efficiency. It is an internal document. Our Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) are external documents. • Priority areas identified include people, efficiency, branding and community engagement, and programs/services. • K. Howard encouraged BOH members to review the document before the July meeting, during which there will be time for any questions. • Once approved, the strategic plan will be loaded into performance management software so leadership can track and assess progress. • K. Howard presented a facilities update. Bathrooms on the first floor are currently being renovated. A second bathroom will be added to the Dr. Rice C. Leach Community Room. • P. Anderson asked if gender-neutral bathrooms are available. K. Howard said there are several available. • Further renovation projects include building an IT suite on the 4th floor, as well as adding hard walls for offices and a conference room. • Renovation on the 2nd floor includes hard wall offices and a hard wall entrance into the Environmental Health (EH) area, including bullet-resistant glass at the EH front desk. • The warehouse is moving from 808 Newtown Circle to Whipple Court. The move begins on June 25. It is scheduled to be completed by the first week of August. • Bids are being accepted for cleaning services, security services, lawn care services and concrete work.
Commissioner's Report	<ul style="list-style-type: none"> • Dr. Humbaugh reminded the board that a quorum will be needed at the August 13, 2018 meeting so the annual tax rate proposal may be presented for approval. • Dr. Humbaugh personally thanked P. Anderson and J. Lee for their leadership on the BOH. • At the Kentucky Department for Public Health (DPH), a Secretary has been appointed to the Cabinet for Health and Family Services (CHFS) and Dr. Howard has been appointed state Commissioner of Health. Dr. Brawley and Dr. Ballard, both in epidemiology, have resigned. • Doraine Bailey retired from LFCHD after 27 years of service. Allison Layne-Davidson will lead our breastfeeding services going forward. • We are interviewing for a Clinical Services Team Leader, which was the position held by Dr. Breeding. • As a result of the market compensation survey, approximately thirty employees will see an increase in pay. Also in response to the survey, we have restructured salary grades to better match the market. • The Needle Exchange Program (NEP) continues to grow. There have been

	<p>over 14K client visits so far in the life of the program. We have served more than 3,000 individual clients and over half a million needles have been dispensed. Since adding hours on Wednesday, we have noted many clients who used to come on Friday now visit the program on Wednesday. We continue to see around 15% new clients. Dr. Humbaugh said LFCHD is working with Commissioner Ford's group to submit an application for grant funding to Department of Justice for harm reduction efforts and to allow for the purchase of naloxone kits.</p> <ul style="list-style-type: none"> • There have been four cases of hepatitis A in Fayette County. The Commonwealth has seen over 750 cases, about half of which have been in Louisville. LFCHD has a workgroup focusing on our response efforts. • The Farmers' Market is returning to LFCHD from June through the end of the summer. The market will operate at the North and South locations.
Executive Committee Report	<ul style="list-style-type: none"> • Kacy Allen-Bryant said we have strong candidates for upcoming at-large vacancies on the Board of Health.
Finance Committee Report	<ul style="list-style-type: none"> • Report presented during request for approval of the budget.
Marketing and Branding Committee	<ul style="list-style-type: none"> • No Report.
Nominating/Bylaws Committee	<ul style="list-style-type: none"> • No Report.
Program Outcomes/Evaluation Committee	<ul style="list-style-type: none"> • No Report.
Policy/Protocol Committee	<ul style="list-style-type: none"> • No Report.
Communications Report	<ul style="list-style-type: none"> • Kevin Hall presented the Communications Report. • We conducted several television interviews on hepatitis A. We continue to receive calls and requests for information weekly. Restaurant inspectors are providing hepatitis A informational flyers during inspections. We are updating the hepatitis A information every Monday on our website. • We have also been providing rabies educational material in response to the discovery of a rabid bat in Fayette County. • Our top tweet for the month was about harm reduction training conducted at LFCHD with staff and guests from the University of Kentucky and Social Services. • A short informational video with Dr. Humbaugh emphasized vaccination and hand-washing as key to prevention of hepatitis A. • Over 500 rabies vaccinations were given at this year's low-cost rabies clinic. Staff wore CARES shirts to display our values. • Our breastfeeding support services staff received the International Board of Certified Lactation Consultants Care Award. • Looking ahead to June, Communications will focus on back-to-school immunizations, summer activities for children, hepatitis A, the needle exchange program, and the Pride Festival, to be held on June 30.
Open Comment	<ul style="list-style-type: none"> • Commissioner Ford thanked Paula Anderson and Jason Lee for their valuable contributions to the Board of Health during their years of service.
Adjournment	<ul style="list-style-type: none"> • Dr. Elder made a motion to adjourn. Dr. Zimmerman seconded the motion. Meeting adjourned at 7:00 p.m.



Kacy Allen-Bryant, Chairperson



Kraig E. Humbaugh, M.D., M.P.H., Secretary