



MEETING MINUTES

Board of Health
April 8, 2019

TOPIC	DISCUSSION
Call to Order	<ul style="list-style-type: none"> • Dr. Majmundar called the meeting to order at 5:55 p.m.
Attendance	<p>PRESENT: Commissioner Ford, Mr. Friesen, Dr. Jackson, Dr. Jasinski, Dr. Majmundar, Ms. Roberts Pierre, Dr. Zimmerman.</p> <p>OTHERS PRESENT: Dr. Humbaugh, Health Department Staff, LFCHD Council.</p>
Approval of the March 11, 2019 Minutes	<ul style="list-style-type: none"> • Approval of the March 11, 2019 minutes was tabled due to lack of a quorum.
2019 Dr. Rice C. Leach Public Health Hero Award	<ul style="list-style-type: none"> • Dr. Majmundar presented the 2019 Dr. Rice C. Leach Public Health Hero Award to Mark Johnson. The award is given annually to individuals who have demonstrated their dedication to improving the health of Fayette County residents. • Mr. Johnson retired from the Lexington-Fayette County Health Department in 2013. After a short break, he returned to the workforce and is currently a Program Coordinator for the Kentucky HIV/AIDS Program. Johnson has been a champion for HIV/AIDS, Cultural Diversity and Health Equity for 30 years. He used his positions at both local and state public health departments and at community-based organizations to create change, promote cultural competency, and influence policy to ensure all people have the opportunity to reach their full potential of health. • "Mark Johnson has spent his career improving the life of others, particularly those most in need of public health services," stated one of the award nominations. Another nomination stated that, "when most of us are done with our work day and heading home to unwind, you can often find Mark volunteering his time to increase education and raise awareness of how to prevent HIV infection or leading an exercise class to positively impact the health and wellness of our city." • Mr. Johnson accepted the award and shared his appreciation and gratitude for the recognition.
CARES Award Winner	<ul style="list-style-type: none"> • Michelle Donaghy presented the first quarter 2019 CARES award winner, Virginia Glasper. The CARES Award is presented quarterly to a Lexington-Fayette County Health Department (LFCHD) employee who best exhibits one or more of our core values: Caring, Accountability, Respect, Equity and Service. • Virginia Glasper, our Senior Financial Analyst, was described in her nominations for the award as having a "friendly demeanor" and as being "a magnet for people who need someone to listen." She "exemplifies all of the CARES values" and is "someone you can talk to and walk away feeling like you accomplished something." • Ms. Glasper has served Fayette County at LFCHD for 34 years and also

	<p>serves as co-chair of the Employee Equity and Diversity Committee.</p> <ul style="list-style-type: none"> Ms. Glasper accepted the award and expressed her appreciation to the nominators, selection committee, and department for this honor.
CCHC	<ul style="list-style-type: none"> Jessica Cobb introduced members of our Child Care Health Consultation (CCHC) program team. Tara Mason is the team leader and team members include Holly Clendenin, Catherine Lowe, and Sarah McMahan. Ms. Lowe and Ms. McMahan made a presentation on the program. Child Care Health Consultation (CCHC) for a Healthy Start in Child Care is part of the Kentucky Early Childhood Initiative <i>Kids Now</i>, which began in 2000 with a goal of improving the quality of care for children in Kentucky who participate in child care services. CCHC utilizes trained Child Care Health Consultants to provide services directly to child care centers. Currently, there are more than 2,000 Licensed Child Care Providers and Certified Family Child Care Homes in the state, with approximately 178 in Fayette County alone. Ms. McMahan is a CCHC Consultant and currently covers all centers and homes in a twelve county area and provides direct, in-person assistance and education. Ms. Clendenin and Ms. Lowe are CCHC State Trainers and provide phone and email support for all child care centers and CCHC Consultants across Kentucky. They also staff the CCHC Technical Assistance (TA) Center, which is housed at the LFCHD South location. The mission of CCHC is to improve the quality of care for young children from birth to five years of age who are in child care. The CCHC team helps facilitate healthy, safe, and nurturing environments to encourage optimal growth, development, and well-being for children. This mission is accomplished through free consultation, technical assistance, and professional development trainings covering areas including health, safety, nutrition, and socio-emotional growth. Specific examples of training include proper handwashing, car seat safety, and strategies for dealing with a toddler who bites others while in child care. Common concerns parents and caregivers share with CCHC staff include infant safe sleep practices, infectious disease prevention and control, childhood obesity prevention, and skill development. A <i>Safe Sleep Kentucky</i> flyer was shown as an example of educational materials shared through the program. A CCHC Helpline is available at (877) 281-5277 and the website is www.kentuckycchc.org. The helpline answers calls from child care providers, parents, and program partners. Questions often are for information on infectious disease signs and symptoms and response to suspected cases of illness. CCHC program staff provide clock hour trainings to over two dozen centers each year, an average of 85 technical assistance interactions each year, and serve as active members of Community Early Childhood Councils and other child care and development support groups. CCHC enjoys many collaborative partners that support the program. Staff highlights include Holly Clendenin continuing to collaborate with the Fayette County Coroner's Office and the Fayette County Child

	<p>Fatality Review Team, Catherine Lowe assisting in writing the standards of practice for the new Kentucky child care regulations, and Sarah McMahan receiving the Safe Kids Fayette County “Safety Star” award in recognition of her contributions as a collaborative partner.</p> <ul style="list-style-type: none"> • Dr. Jackson and Dr. Majmundar asked about resources regarding changing diapers and handwashing techniques. Ms. Lowe and Ms. McMahan indicated many videos and other resources are available on the CCHC website.
Compliance Update	<ul style="list-style-type: none"> • Katrina Howard presented an annual compliance update for the Board of Health (BOH). • In the past year, there have been two reportable breaches—one in Vital Statistics and one in the HANDS program. • Staff completed Health Insurance Portability and Accountability Act (HIPAA) training through the LearnYou library and new employee orientation. • The Compliance Plan and Attestation and Animal Policy were approved. An Incident report process Quality Improvement (QI) project is being developed. We are working with vendors to address issues with fax issues. • K. Howard described the breach investigation process. The first step is to complete an incident report. She then investigates the potential breach to determine if it is a reportable breach and to perform a root cause analysis. • Looking forward, she will continue to develop compliance policies and processes and will complete an LFCHD compliance risk assessment by the end of 2019. • Additional HIPAA and Family Educational Rights and Privacy Act (FERPA) training is being prepared for school health nurses. • K. Howard reported on potential Office of the Inspector General (OIG) changes for 2019. Potential areas for change include decreasing the administrative burden on HIPAA-covered entities and decreasing restrictions on disclosure of Private Health Information (PHI).
Commissioner’s Report	<ul style="list-style-type: none"> • Dr. Humbaugh said staff enjoyed fun events all week to celebrate Public Health Week. • House Bill 358 was passed at the last minute by the legislature, but has not yet been signed by the governor. It defines LFCHD as a quasi-governmental agency. Under this bill, the Board of Health would have to opt-in if we choose to stay in the retirement system after this year. The Finance Committee is reviewing the options. The house bill on tobacco-free schools was passed, but has not yet been signed by the governor. A bill allowing concealed carry of weapons without permit was signed into law. • A new staff coder is starting in the billing branch, and we are interviewing for an IT specialist. • Facilities projects are going well. The elevator at North and roof at South projects are complete. Facilities is exploring the possibility of bringing department security systems in-house. We are changing carriers for department cell phones within the next couple of months. • We are seeing a decrease in new hepatitis A cases. There was a small

	<p>cluster of E. coli cases in Fayette County.</p> <ul style="list-style-type: none"> • Urban County government received a new grant that will support naloxone kit distribution efforts. There have been nearly 23,000 visits to the Needle Exchange Program (NEP) over the life of the program. • Reaccreditation efforts are a major focus at this time. • Mark Johnson, our 2019 Dr. Rice C. Leach Public Health Hero Award winner, will be honored at the city council meeting this Thursday. • Fire and severe weather drills will be held this week. The annual low-cost Rabies Clinic will be held May 9 at Douglass Park. Rabies vaccinations will be available to the public for \$3 for dogs, cats, and ferrets.
Committee reports	<ul style="list-style-type: none"> • Cara Kay presented the Finance Report. LFCHD continues to operate above plan on revenue and under plan on expenses. Tax revenues have exceeded the annual budget by 100K through the end of February, 2019. • The FY20 budget will be presented to the Board of Health at the June meeting. A quorum will be necessary to approve the budget and the tax rate, which is expected to remain unchanged. • C. Kay shared information on the pension bill which could allow Tier 1 and Tier 2 pension plan participants to remain in the system even if the department exited. As the bill is currently written, the Board of Health would vote to determine if and how LFCHD continues to participate in the state retirement system. • Officers will be meeting for a half-day retreat to discuss public health transformation.
Communications Report	<ul style="list-style-type: none"> • The Communications Report was provided electronically with the meeting materials emailed prior to the meeting.
Open Comment	<ul style="list-style-type: none"> • None received.
Adjournment	<ul style="list-style-type: none"> • Dr. Majmundar made a motion to adjourn. M. Friesen seconded the motion. The meeting adjourned at 7:26 p.m.


Kacy Allen-Bryant, Chairperson


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