

Three Rivers District Health Department
Minutes
October 26, 2010

Members Present:

Judge Henry Bertram
Delbert Cox
Judge Carolyn Keith
Dr. Ben Kutnicki
Aileen Miller
Joe Mylor
Judge Shorty Tomlinson

Member Absent:

Judge Kenny French

Guests Present:

Judy Morley
Alan Mulliler

Staff Present:

Gina Adams
Denise Bingham
Michael Boisseau
Crystal Buffin
Sandy Forsee
Marilyn Graves
Trina Gibson
Brenda Handy
Dr. Georgia Heise
Deonza Keeton
Ruth Kingkade
Amy Marston
Allison Napier
Cassie Osborne
Justin Pittman
Stephanie Roland
Don Ruwe
Melody Stafford
Carolyn Stewart
Michelle Wilburn
Sharon Wright
Amy Young

Judge Bertram introduced our guest speaker Don Ruwe, a Pharmacist from Northern Kentucky. He explained a pharmacy program designed for the elderly. The program provides blood pressures and blood sugar screenings, counseling on medication and chronic diseases. He stated he would be at the Owen County Senior Citizens Center the 2nd Tuesday of every month. He is currently contracted with the Northern Kentucky Independent Health Department and desires to contract with us as well. Judge Bertram requested that Dr. Heise review the information and make a decision on the program.

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Welcome and Remarks: Chairman Judge Henry Bertram called the meeting to order. There was a quorum present.

Topic: June 28, 2010 Minutes

Discussion: The minutes from the June 28, 2010 meeting were reviewed.

Action: A motion to approve the minutes was made by Joe Mylor with a second by Judge "Shorty" Tomlinson. Motion carried.

Old Business:

Topic: District Office Clean-Up

Discussion: Judge Tomlinson presented some issues concerning the District building and grounds. He stated that clean-up of the grounds had improved the looks of the facility. He stated that the flags in the front of the building needed to be replaced. The handrails to the basement were damaged and needed attention.

Action: New flags will be ordered. Justin Pittman will follow-up on the handrails.

New Business:

Topic: Financial Statement Report

Discussion: Amy Young presented the FY10 TRD Financial Statement

Action: A motion was made by Judge "Shorty" Tomlinson to approve the report with Judge Carolyn Keith making the second.

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Topic: FYTD11 Statement of Revenue, Expenditures and Fund Balances Report

Discussion: Amy Young presented a report on the Statement of Revenue, Expenditures and Fund Balances

Action: A motion to accept the report was made by Judge Carolyn Keith with a second by Aileen Miller.

Topic: Event Camping

Discussion: Justin Pittman gave a power point presentation featuring information on the Nascar Sprint Series that would arrive at the Kentucky Speedway in July, 2011. He explained that the stadium there would have more seating capacity than any stadium in Kentucky. During this event there would be a large number of campers and camping sites. Mr. Pittman visited with officials from the Talladega Raceway in Alabama who stated he wished he had been more stringent in camping requirement. Mr. Pittman has been in contact with the Speedway officials who have asked for leniency on camping mandates. Mr. Pittman compiled an Event Camping proposal and felt he had made as many concessions that he could within the law. The Governor's office had contacted him and Mr. Pittman met with representatives from that office. He reported the response from the office was positive and that an emergency regulation may be put in place while consideration is given to the proposal and presented to the legislature. A copy of the proposal was given to each board member.

Action: Judge Bertram commented that the board should support the proposal and efforts. Judge Carolyn Keith made a motion to support the proposal with Aileen Miller giving the second. Motion carried.

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Topic: Smoke Free Campus

Discussion: Dr. Heise reported that Three Rivers and the school systems in our counties are working toward having campuses that are smoke-free. Studies and statistical data prove second hand smoke is detrimental to your health. She reported that air quality studies have been done in our communities but the results are not available at this time. Dr. Heise stated she desired for more public places to become smoke-free as well.

Action: Dr. Ben Kutnicki made a motion for the board to support efforts toward smoke-free school campuses. Delbert Cox seconded the motion. The motion carried.

Topic: Home Health Update

Discussion: Ruth Kingkade presented a powerpoint presentation on changes that had recently taken place in the Home Health Agency. She stated they had adopted a new slogan "Semper Gumby" which translated to "Always Flexible". Her report contained the following:

- Staff educated on new Medicare reimbursement
- New or reinstated programs
 - EPSDT - 10 patients presently and growing
 - Waiver - Medicaid will reimburse 100%. Home Health Aids provide housekeeping and personal care to those who would have to go into nursing homes if the care was not provided.
- Intensive Recruiting for
 - Physical Therapist
 - Occupational Therapist
 - Speech Therapist
- Contract with a consultant, Steve Pennington, for financial advise
- Strict limitation of staff overtime
- Consistent weekly HH PAS meetings (Problems and Solutions)
- Change in Management with Denise Bingham becoming HH Supervisor

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- Increase in Public Relations
- Attendance at Medicare Coding Conference
- Contracted with Physical & Occupational Therapy Assistants
- Home Health has come together as a team
- Weekly Case Conference with Clinical Staff
- Bi-Weekly information meetings with all HH staff and gets financial information
- Accounts Receivable decreased from 55% to 18%
- On-call schedule to alleviate staff overtime
- Contracted with Fazzi Associates for recommendations for operational improvement
- Selected staff went to Maine for an electronic charting software training
- In process of developing a Business Plan
- By December 1 - have electronic medical records in place, new organization chart, video and on-site training for staff
- Continue journey of excellence

Dr. Heise explained the staff is more aware of the financial portion of Home Health. She stated that Home Health needs to at least break even and hopefully do better than that. She explained that expenses in the 861 Cost Center is approximately \$104,000.00 more than revenue but the aging report shows approximately \$100,000.00 of revenue is pending. According to the Fazzi Associates TRD HHA operational report each nurse should average 5 visits a day and Dr. Heise feels that is feasible. At the present time the average is 4.33 daily but we are moving in the right direction. She stated she was proud of the staff and their commitment to the organization. The HH agency will be reviewed by the board in three months.

Judge Bertram stated he was impressed with the changes and commitment from the staff to implement the changes. He also stated he recognized how important leadership was and expressed appreciation to Dr. Heise. He informed the staff that HH was very important to his family but the board

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had to be realistic in its decisions. He noted that the HHA was close to being terminated at the last board meeting and he was glad to hear of positive changes.

Judge Tomlinson and Judge Keith echoed Judge Bertram's comments and Aileen Miller stated it was a privilege to serve on the board.

Topic: National Association Local Board of Health Newsbrief

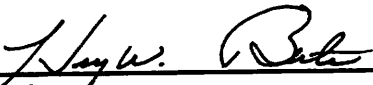
Discussion: Melody stated that NALBOH is now publishing a newsletter that is available to all board of health members. She had a signed consent for board members who desired the newsletter to sign in order to send their addresses to NALBOH.

Action: Members signed and gave addresses for Newsbrief to be sent.

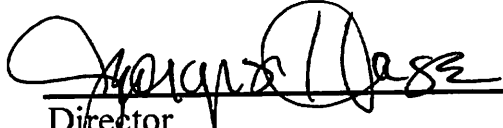
Topic: Adjournment

Discussion: Judge Bertram made a motion to adjourn the meeting. Judge Tomlinson seconded the motion. Motion carried.

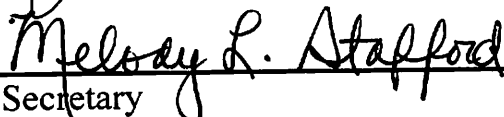
Action: Meeting adjourned

 12/10/10

Chairman

 12/10/10

Director

 12/10/10

Secretary