

**DISTRICT BOARD OF HEALTH MEETING**  
**July 6, 2012**  
**District Office Conference Room**  
**11:30am**

**Members Present**

Judge Henry Bertram, Chairman  
Delbert Cox  
Judge Kenny McFarland  
Joseph Mylor  
Judge Carolyn Keith  
Judge Harold "Shorty" Tomlinson  
Dr. Benjamin Kutnicki

**Staff Present**

Dr. Georgia Heise, Director  
Brittany Noe  
Michelle Wilburn  
Jennifer Johnson  
Deborah Jones  
Patty Greene  
Mia Williams, MPH Intern

**Members Absent**

Robert Walker

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

**Public Remarks:** Brittany Noe introduced Mia Williams who is completing her practicum for her Masters in Public Health at Three Rivers District Health Department. Ms. Williams expressed how excited she is to be here and to be a part of the Board of Health Meeting.

**Topic:** May 1, 2012 Minutes

**Discussion:** The minutes from the May 1, 2012 meeting were reviewed.

**Action:** Dr. Benjamin Kutnicki made a motion to approve the minutes with Joseph Mylor making the second. Motion carried.

**Old Business:**

**Topic:** Three Rivers District Health Department Building

**Discussion:** Judge Harold "Shorty" Tomlinson commented on how nice the freshly painted conference room and front of the building looks now that it has been painted.

**New Business:**

**Topic:** Update on Speedway

**Discussion:** Dr. Georgia Heise stated that the Speedway event was a hit this year! She informed the board that Justin Pittman wrote for a grant through CDC in which they supplied several employees from across the state that worked the event and treated it as a preparedness exercise. They camped out at the track for the weekend and were of tremendous help.

**Topic:** NALBOH

**Discussion:** Judge Bertram informed the board of the upcoming NALBOH Conference in Atlanta, GA August 8-10. Dr. Heise extended an invitation to all board members with Three Rivers covering expenses. Dr. Kutnicki and Judge Bertram have both signed up to attend the 2012 conference this year.

**Topic:** FY13 Budget Approval

**Discussion:** Dr. Heise is pleased to announce that upon the first FY12 closeout report we are \$20,000 in the black. This number will only grow since all expenses have already been deducted and we are still waiting on some money to come in. Dr. Heise is also very pleased at how the budget has turned out this fiscal year with the change in the allocation formula from the state. However, she stated the FY13 budget has an increase in expenses due to increase in the cost of retirement and insurance.

Dr. Heise informed the board that the budget includes a 2.92% raise in salaries. This will equal out to a 70/cent raise on the hour across the board for all full-time and part-time merit employees. Taking the salaries of all merit employees and multiplying it by 2.92% and dividing that figure by the current number of merit employees at Three Rivers calculated this amount.

Judge Tomlinson would like to know how much we have in reserve? Dr. Heise told him there is about \$1.2 million and that amount is not reflected on the budget.

The Board decided to vote on all three pieces to the budget approval in one motion. Those pieces needing approval include:

- Approval of FY13 Budget
- Approval of FY13 Budget with salary increase of 70/cent across the board

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- Approval of Employee Annual Evaluation Merit payment percentage for PC and HC ratings of .75 and 1.5.

**Action:** Judge Tomlinson made a motion to approve the FY13 Budget, 70/cent raise, and evaluation percentage increment with Judge Carolyn Keith making the second. Motion carried.

**Topic:** Environmental Policy

**Discussion:** Dr. Heise passed out a new environmental late fee policy. This policy will be revisited at the next board meeting. Judge Bertram would like to see the late fee be a percentage and not a flat rate. He requested that when it is presented to them as a board, examples be provided of different scenarios.

**Topic:** Sewage Problem

**Discussion:** Judge Keith discussed the issue of Kentucky American Water refusing to allow pumper trucks to dump at their facility. Dr. Heise will follow-up.

**Topic:** Next Meeting

**Discussion:** The next meeting will be planned for sometime late in September.

**Topic:** Adjourn

**Action:** A motion to adjourn was made by Judge Ken McFarland with a second by Judge Tomlinson. Motion carried.

  
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Judge Henry W. Bertram, Chairman 12/18/12  
Date

  
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Dr. Georgia Heise, Director 12/21/12  
Date

  
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Brittany Noe, Board Secretary 12/18/12  
Date