

DISTRICT BOARD OF HEALTH MEETING
July 23, 2013
District Office Conference Room
9:00am

Members Present

Judge Henry Bertram, Chairman
Joseph Mylor
Delbert Cox
Judge Carolyn Keith
Robert Walker

Members Absent

Judge Ken McFarland
Judge Harold "Shorty" Tomlinson
Dr. Ben Kutnicki

Staff Present

Dr. Georgia Heise, Director
Brittany Noe
April Harris
Allison Napier
Justin Pittman
Jennifer Thurman
Michelle Wilburn
Rachele Cobb
Jim Thaxton

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

Public Remarks: None

Topic: April 26, 2013 Minutes

Discussion: The minutes from the April 26, 2013 minutes were reviewed.

Action: Delbert Cox made a motion to approve the minutes with Joseph Mylor making the second. Motion carried.

Old Business: None

New Business:

Judge Bertram would like to thank the TRDHD staff and others that participated in the recent Pendleton County Drug Community Forum. The attendance of 250 plus made this the highest attended community forum he has been a part of. He stated that we can't let it stop with just the community forum, but that we need to keep the discussion going in our communities. To do that, he is having his staff create a Facebook page dedicated to the Pendleton County drug problem where people can post questions and receive answers from the panelist from the community forum.

Topic: FY 13 Closeout

Discussion: The Board was presented with a financial document indicating revenues, expenses, reserve used to closeout, balance, and amount being transferred into reserve in regards to FY13 surpluses. Dr. Heise would like for the board to make a motion to approve the use of \$69,244.54 from the unrestricted reserves, \$6,597.41 from state reserves, and \$4,822.52 from the service fee reserves to closeout the fiscal year. Michelle Wilburn explained in detail the FY13 Closeout worksheet to the Board. She made special mention that while we are using some of the unrestricted reserve to closeout; we are also

replacing it with surpluses from FY13 in the amount of \$78,642.53 in unrestricted funds and \$34,049.81 in restricted reserves.

Action: Judge Carolyn Keith made a motion to approve the use of the unrestricted funds to be used in the closeout of FY13 with Robert Walker making the second. Motion carried.

Topic: FY14 Budget

Discussion: Dr. Heise explained the budget summary in detail to include that this summary did budget for a one-time 1.5 or .75 merit payment based upon annual employee evaluation of an HC or PC rating. There is not a raise budgeted at this current time for employees. There is a surplus of \$98,000 per the budget sheet. She feels it is in the best interest of the Health Department to hold onto those funds in the event they are needed later in the year for the Affordable Care Act implementation and any associated funding/expense changes the Health Department may be required to sustain as a result. Judge Bertram also discussed that an incremental salary increase for employees could be discussed later in the year for FY14.

Action: Mr. Mylor made a motion to accept the FY14 Budget with Judge Keith making the second. Motion carried.

Topic: Policy A-HR-20 Review

Discussion: This policy is in regards to training and supplying the staff, especially home visiting staff, with pepper spray. Staff members are very interested in this policy as they encounter a lot of dogs, enter homes with drug use, and some homes even have weapons lying out on tables. Each staff member assigned with pepper spray will obtain training and sign over liability, so that Three Rivers is not at fault. Mrs. Wilburn explained that there is still risk involved with TRDHD by issuing the pepper spray, even if liability has been signed over.

Judge Bertram suggested sending this policy to KACo and seeing what they think in regards to the liability and Three Rivers. The policy will be sent to KACo for review and then will be brought back for board approval at the next meeting.

Topic: Syringe Exchange Program

Discussion: Jim Thaxton presented a PowerPoint to the board on implementing a syringe exchange program in our district. He presented the research and facts on the drug usage in our counties and opened the floor up to discussion. It was suggested by Judge Keith and Judge Bertram before any motion could be made on this topic that they would like to see other models from other states that have implemented this program. They would even like to call a special meeting and have a presenter from one of these model sites to provide them with more information.

Topic: Speedway Update

Discussion: Justin Pittman informed the board that the 2013 NASCAR Kentucky Speedway event was a success! Weather delayed the race a day but overall it was a great weekend. They used this event as a training event and developed a team called the "Strike Team" that trained and treated this event as disaster training for Kentucky. They conducted over 400 food inspections and had to throw away a lot of

food after a box truck set at about 65 degrees for 24 hours. All in all things went smoothly and planning has already begun for next year. Lastly, the Three Rivers Environmental team has received national recognition from NACCHO for their efforts with the Kentucky Speedway and has been awarded a Model Practice Award.

Topic: Adjourn

Action: Judge Keith made a motion to adjourn the meeting with Mr. Walker making the second. Motion carried.



Judge Henry Bertram, Chairman 10-14-13
Date



Dr. Georgia Heise, Director 10/14/13
Date



Brittany Noe, Board Secretary 10.14.13
Date