

Three Rivers District Board of Health Meeting Minutes
District Office Conference Room
June 19, 2014—6:00 p.m.

Members Present:

Judge Carolyn Keith
Ben Kutnicki
Judge Ken McFarland
Joseph Mylor, Chairman
Judge Harold "Shorty" Tomlinson
Robert Walker

Community Present:

Casey Ellis
Bobby Lee Westrick

Staff Present:

Rachele Cobb
Georgia Heise
Brittany Noe
Kaylen Parker
Justin Pittman
Pranav Rane
Candice Selph
Jim Thaxton
Jennifer Thurman
Michelle Wilburn

Members Absent:

Judge Henry Bertram
Delbert Cox

Welcome: Chairman, Joseph Mylor, called the meeting to order at 6:15 p.m. A quorum was present. Mr. Mylor asked that our guests introduce themselves. Casey Ellis introduced himself as one of the Judge Executive candidates for Owen County. Judge Harold "Shorty" Tomlinson introduced Bobby Lee Westrick as the Judge Executive candidate for Carroll County. Both of them were interested in coming to the meeting to observe the responsibilities they will inherit on the Board of Health if elected. Kaylen Parker was also introduced as an undergraduate student from the University of Kentucky who is interning with the Community Health Team at Three Rivers.

Topic: Public Remarks

Discussion: None. Robert Walker did say a prayer before everyone served themselves to the dinner that was provided.

Topic: Approval of March 12, 2014 Minutes

Discussion: Board members were asked to review the minutes from the last meeting in order to verify their accuracy. The minutes were reviewed with no discussion.

Action: Judge Tomlinson made a motion to approve the minutes from March 12, 2014. Judge Ken McFarland seconded. The motion to approve the minutes passed unanimously.

Topic: Approval of FY15 Budget

Discussion: Georgia Heise directed the Board's attention to the proposed FY15 Budget. She explained that Three Rivers was fortunate not to have sustained as many cuts as some of our counterparts around the state. Dr. Heise speculated this was a result of the state's belief that Three Rivers spends their money efficiently and wisely. The salaries and benefits continue to be where the majority of funds are spent. For example, if an employee makes ten dollars per hour, he/she actually costs the agency about fifteen dollars per hour when the cost of benefits are factored in. As a quasi-state agency, Three Rivers is mandated by Kentucky Revised Statutes to provide state benefits. Therefore, there is not much that can be done to reduce those costs. Judge Tomlinson inquired about the average cost of insurance plans. Candice Selph explained that it depended on the plan and who was covered under the plan. For those employees who waived the state health insurance coverage, Three Rivers is obligated to provide each employee with \$2,100.00 dollars per year (or \$80.77 per pay period) to put in a Health Reimbursement Account (HRA) administered through FEBCO. Judge Tomlinson followed up those remarks with a question about the surplus carried over from last year. Michelle Wilburn reported that we have currently budgeted for an estimated \$48,000.00 surplus, which she expects to double.

Action: Judge Carolyn Keith made a motion to approve the budget for FY15. Judge McFarland seconded. The motion to approve the FY15 budget passed unanimously.

Discussion: Dr. Heise also pointed out that no raise has been included in this budget, but requested that employees who receive an annual evaluation rating of Proficient and Commendable (PC or 4) or an annual evaluation rating of Highly Commendable (HC or 5) receive a one-time lump sum merit payment. During FY14, the payment for a PC rating was 0.75% of the employee's annual salary and the payment for a HC rating was 1.5% of the employee's annual salary. Dr. Heise requested to increase the amounts of the lump sum merit payments for FY15. A PC evaluation rating would earn a payment of 1.5% of the employee's annual salary and a HC evaluation rating would earn 3.0% of the employee's annual salary. Thirteen (13) employees received either a PC or an HC during FY14.

Action: Judge Tomlinson made a motion to approve the percentage increase for PC and HC evaluation lump sum payments for merit employees. Robert Walker provided a second. The motion carried unanimously.

Discussion: Judge Tomlinson asked if Three Rivers could explain more about the special taxing district rules as a result of State Auditor, Adam Edelen's, new legislation under the Department for Local Government. Dr. Heise explained that the purpose of this new legislation was additional transparency for how tax money is being spent. As of July 1, 2014, all special purpose government entities would be required to submit their budgets on the Department of Local Government's online portal—accessible by the public. Judge Tomlinson agreed additional oversight was definitely needed, but hoped he would be exempt. Ms. Wilburn explained that

Carroll County as a special purpose government entity would not be exempt. Each taxing district in all four counties (Carroll, Gallatin, Owen, and Pendleton) would have to register online and pay a fee dependent on the amount of people in their taxing district. Although Three Rivers is considered a special purpose government entity under the new legislation, Three Rivers is exempt from paying the fee since they are not collecting tax dollars—only receiving them. Looking ahead, Judge Keith and Judge Tomlinson reminded the group that the tax rates (to be set at a later meeting) would need to come before the fiscal court before being submitted to the Department for Local Government. Although financial disclosure is a requirement when serving on the fiscal court, Ms. Wilburn reminded the Board that financial disclosure as a result of serving on the Board of Health is not required. Dr. Heise plans to do a training with new board members elected in January on the health department budget, special purpose government entities, and other Board of Health responsibilities. The Board agreed this was a good idea.

Old Business

Topic: None

New Business

Topic: Approval of Policy A-IC-31, *T-drive Usage Policy*

Discussion: Dr. Heise explained that Three Rivers applied for and received a grant to complete a new quality improvement framework known as *kaizen*. The kaizen process demonstrates how to quickly complete an identified quality improvement project. The quality improvement process Three Rivers proposed was for the reorganization of our shared computer network known as the T-drive. This network can be accessed at all four of our county health centers and is an effective way to share or distribute information. The proposal was accepted—one of ten across the nation—and all expenses were paid. Two national representatives came for a week and took the T-drive committee through the project. The policy presented to the Board is a list of guidelines for employees on how the T-drive is set up and how to use the T-drive. These guidelines were determined at the completion of the project.

Action: Judge Tomlinson made a motion to approve the T-drive policy. Judge Keith seconded the motion. The motion passed unanimously.

Topic: Environmental Update

Discussion: Environmental Manager, Justin Pittman, presented a draft regulation to the Board that he hopes to implement for the certification of pool operators. This regulation is based on model aquatic health code that the Centers for Disease Control (CDC) developed for the first time. Currently, there are nineteen (19) pools in the district, most of which are outdoor and seasonal. Of the nineteen pools, only one (1) actually passed inspection on the opening weekend of Memorial Day. Typically, pools continue to stay open until Labor Day. The outbreak of shigella in Gallatin County has made the pool situation more interesting this year. Mr. Pittman reiterated that education is critical to preventing disease transmission. He asked the Board to look at this regulation, and hoped to have them approve it once the details are finalized. For example, the length and frequency of the training still needs to be determined. Sarah Oak, Health Environmentalist II in Gallatin County, recently took a national pool certification class and will be leading this effort. Mr. Walker asked about the common problems environmentalists see and if it had something to do with the chemical makeup of the water. Most pool owners do not understand how pH levels relate to chlorine. Mr. Pittman explained that unannounced pool inspections are usually done about every thirty days when the pool is open. At those inspections, environmentalists check the water chemicals. A more thorough inspection is usually done twice a year. Judge Keith asked if there was a mechanism in place for pool owners to test the pool themselves. Mr. Pittman replied that owners were required to test a pool three times a day with kits that they purchase themselves. However, he stated that owners rarely do that. Judge Tomlinson elaborated on the problems he faces in Carroll County in regard to public pools. Lifeguards and other water related issues are always a point of contention. Mr. Pittman hopes to prepare a final draft of the regulation for certification of pool operators to the next District Board of Health meeting for board approval.

Mr. Pittman also wanted to communicate that a written complaint was given to Owen County Environmentalist, Rachele Cobb, that required the Board's advice. A gentleman from Monterey wanted the health department to support him in his endeavor to ban the sale and consumption of meat products in order to improve health outcomes. This gentleman's concerns are based on a book he recently read called *The China Study*, illuminating the benefits of a plant-based diet. When this gentleman failed to receive a response he found satisfactory, he came to visit Mr. Pittman. The gentleman quoted KRS 217.025 and a marriage law that he felt justified his request to enact his proposal. Mr. Pittman communicated to this individual that he did not possess the power or authority to enact such a proposal and suggested that he seek legislative council. The gentleman then asked Mr. Pittman to take his proposal to the people with authority, and Mr. Pittman responded that he would present it to the Board. A copy of the letter was given to each member of the Board. This gentleman has paid \$165.00 to file a petition with fiscal court to enact his proposal. Dr. Heise mentioned the recent decision

handed down from the Supreme Court limiting the authority of Boards of Health and stated that if we cannot prevent people from smoking, we certainly cannot prevent them from eating meat! Opinions cannot be legislated. Dr. Heise suggested that the Board could ask an attorney from the state to write him a letter. Judge Tomlinson agreed with that suggestion. Dr. Benjamin Kutnicki interjected that this dispute is based on opinion and has nothing to do with the law. He suggested seeking some medical counselling for the gentlemen. Ms. Rachele Cobb shared that he walked and hand delivered all the correspondence Three Rivers has received, and was unsure if that would be possible.

Topic: Heroin Update

Discussion: Heroin use and overdose continues to be a major problem, and several entities have recently combined their time and money towards uniting the effort instead of having organizations operating outside of collaborative efforts. These organizations decided that a coordinator would be a good way to corral these groups together. Therefore, Mr. Thaxton, Pendleton County Health Educator, was proposed as the new Heroin Impact Response Coordinator being sought by the Northern Kentucky Independent District Health Department as a member of the Northern Kentucky Heroin Impact Response Team. Mr. Thaxton is still an employee of Three Rivers, but his expenses are currently being funded through a grant that reimburses Three Rivers for his time and travel. Dr. Heise and Northern Kentucky Independent District Health Department Director, Dr. Lynne Saddler, communicate via phone every Monday morning. Mr. Thaxton presented the Board with an update on the heroin situation in our counties, and shared a handout that tracked the use of heroin over the last four years. For a brief time, overdoses seen in emergency rooms in northern Kentucky had dropped. However, the numbers are increasing again. Emergency rooms have already seen 545 overdose cases so far this year with eighty alone in the month of May. Cases of Hepatitis C and HIV/AIDS are also increasing because drug users tend to travel in communities. Mr. Thaxton shared that it costs roughly \$300,000.00 to cover an individual with these diseases and any side effects such as endocarditis that go along with them. As a state, tax payers will be responsible for shouldering these costs. In fact, 10% of costs through kynect will have to go towards taking care of Kentuckians suffering from substance abuse.

At a recent visit to Pendleton school grounds, Mr. Thaxton discovered fifteen used needles. Trinity Baptist church reported having four used needles in their parking lot. Discarded, used needles are a concern because diseases like Hepatitis C can live inside the chamber of a needle for up to sixty-two (62) days.

Mr. Thaxton shared that the problem is gaining more awareness. He recently attended a meeting with Senator Mitch McConnell at the KY Bar Association. Judge Tomlinson was also

present at that meeting. Division continues to exist on possible solutions to the problem of heroin use, as well as how to handle sellers of the drugs that may not be using the drugs themselves. Many argue that these people need treatment and that Kentucky cannot incarcerate itself out of the problem. However, Carroll County is currently struggling with feelings regarding the placement of a methadone clinic within the county to provide such treatment. Others feel that more pressure needs to be placed on prosecuting attorneys to uphold laws already in place. Community members hoped House Bill 65 would pass. Although it passed through the Senate unanimously, the bill died on the House floor at the close of the session. Dr. Heise interjected that research needs to be done on current studies that propose evidence based solutions that most people can agree on. Mr. Thaxton shared that he had written a letter to the first lady, Jane Beshear, to ask for her continued support.

Despite the dismal statistics, progress is being made towards solutions. Within the next month, a mobile naloxone unit will be accessible to all eight northern Kentucky counties and a doctor will be available to travel with the unit. Agencies on the Heroin Task Force hope to get the woman behind Casey's law to promote the availability of the mobile unit. Mr. Thaxton also asked the Board to look at and promote the website, www.drugfree.nky.org. This website shares good information about treatment, prevention, and other issues. Judge Tomlinson is pleased that this website and other agencies are using northern Kentucky statistics. However, he voiced concern that money is often given to the bigger counties and the rural counties sometimes get left out. Mr. Thaxton took note of these concerns.

At the last Owen County Community Forum, Dr. Heise shared that an undercover cop came to present information about how to recognize possible substance abuse addiction in others. He will be coming to our next district-wide staff meeting to share this information with all of Three Rivers.

Mr. Thaxton concluded with the positive news that the Kentucky Dragon Boat Festival was recognized as the Best of Northern Kentucky Charity this year.

Topic: Other

Discussion: Ms. Selph, was formally introduced as the new Board Secretary at Three Rivers. Dr. Heise explained that Brittany Noe was still employed with Three Rivers, but that community health efforts currently demanded much of her time.

Dr. Heise mentioned several upcoming conferences that might be of interest to the Board. The National Association for County and City Health Officials (NACCHO) will be holding their annual conference July 8th through July 10th in Atlanta, Georgia. Dr. Heise is the president of this

organization for FY15 and emphasized the value of NACCHO for public health. The second upcoming conference is given by the National Association for Local Boards of Health (NALBOH). Several board members attended this conference last year. This conference is specifically designed for board of health members and covers topics such as current laws and the responsibilities of boards of health across the nation. NALBOH will be held August 13th through the 15th in Milwaukee, Wisconsin. Dr. Heise expressed her initial hesitation in attending NALBOH this year since the longtime director, Marie Fallon, had recently passed away. Over the last few months, NALBOH has had five new directors in addition to budgetary problems. Dr. Heise encouraged the Board to let Ms. Selph know if they were interested in attending both or either conference. One board member from each county is permitted to attend with expenses paid by Three Rivers.

Topic: Adjournment

Action: Judge Tomlinson made a motion to adjourn. Judge Keith provided a second. The meeting was adjourned at 7:40 p.m.



Board Chairman 09/24/14
Date



District Director 9/24/14
Date



Board Secretary 9/24/14
Date