

**Gallatin County Local Board of Health Meeting Minutes**  
**Gallatin County Health Center Conference Room**  
**June 24, 2014—6:00 p.m.**

**Members Present:**

Janet Bledsoe  
Micha Dryden  
Judge Kenny McFarland  
Eric Moore  
Joseph Mylor, Chairman  
Sally Peace  
Patricia Riddle  
Bernard Walsh

**Members Absent:**

Dr. Richard Ackermann  
Thomas Beringer  
Judy Morley

**Staff Present:**

April Harris  
Georgia Heise  
Candice Selph  
Michelle Wilburn

**Welcome and Remarks:** Chairman, Joseph Mylor, called the meeting to order at 6:15 p.m. A quorum was present.

**Topic:** Approval of February 2, 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 Kenny McFarland made a motion to approve the minutes from February 2, 2014. Bernard Walsh seconded. The motion to approve the minutes passed unanimously.

**Topic:** Budget Revision FY14

**Discussion:** Michelle Wilburn explained that an amendment to the FY14 budget was needed in order to purchase water softener for the Gallatin County Health Center. The hardness of the water was causing the center's water bills to be higher than normal.

**Action:** Janet Bledsoe moved to approve the proposed amendment to the FY 14 budget. Sally Peace made the second. The motion passed unanimously.

**Topic:** Financial Update

**Discussion:** Ms. Wilburn shared the Gallatin County Local Board of Health Dashboard document to demonstrate several points about the current budget. As of May 2014, revenue totals are \$320,500.00, and Ms. Wilburn reminded members that the June 2014 revenues have not yet been entered. Original expense estimates were budgeted at \$308,000.00, indicating expenses are right in line with what was expected. The carryover from last year was pointed out. Ms. Wilburn also included a graph showing the property value rates over time to show its

progression and to inform board members where the tax money is being collected. Board members reiterated that they appreciated the Dashboard since it is easy to read, giving them a greater understanding of the progression of information being presented. There was no more discussion.

**Topic:** FY15 Budget

**Discussion:** Board members were asked to look at the financial documents provided by Ms. Wilburn. Ms. Wilburn highlighted the year-to-date expenses and revenue, and explained that the taxing district was not anticipating anything unusual. Little change in revenue is expected and Ms. Wilburn pointed out that an audit was budgeted for FY15 since we are in the fourth year cycle. The estimated cost of the audit would be \$1,200.00. Georgia Heise noted that it is positive when the revenue is bigger than the expenses. Mr. Mylor remarked that the expected carryover looked good. Ms. Wilburn agreed and explained that she anticipated some additional surplus or carryover this upcoming fiscal year.

**Action:** Judge McFarland made the motion to approve the FY15 budget. Eric Moore seconded. The motion to approve the FY15 budget passed unanimously.

**Topic:** Code of Ethics

**Discussion:** Ms. Wilburn reminded the board of the Code of Ethics they received last year, along with information about the county ordinance establishing this code. As a result of new legislation by State Auditor, Adam Edelen, Ms. Wilburn made board members aware of the new provision exempting board of health members from financial disclosure. In other words, board members will not have to submit financial information to the fiscal court as a result of serving on our local board of health.

**Topic:** Kentucky Speedway

**Discussion:** Dr. Heise reported that efforts for the upcoming Kentucky Speedway are progressing well. Three Rivers is continuing to do the same things that have been done over the last few years: to inspect vendors, inspect campsites, and conduct a test run for our plans on how to manage people in the event of a disaster. Strike teams from all over the state participate in this exercise in emergency preparedness. Dr. Heise reminded the board that Three Rivers received a Model Practice Award from the National Association of City and County Health Officials (NACCHO) last year for their emergency management planning using the speedway event. Judge McFarland added that sales are up slightly from last year's event—due to an increased number of people attending. He gave his best wishes to the Kentucky Speedway as they have been good neighbors and have helped Gallatin County financially.

Visitors from the Public Health Accreditation Board (PHAB) visited Gallatin County today in an effort to spotlight Three Rivers. They visited the speedway and were able to go out on the deck

and take pictures. Mr. Mylor, April Harris, Sarah Oak, and Dr. Heise were interviewed to complement the video production. Once the video project is complete, Dr. Heise will share it with the board.

**Topic:** New Board Members

**Discussion:** As a result of Alberta Gross' passing, a new board member will need to be selected to fill the physician vacancy. In the event a physician is not available, Dr. Heise reminded the board that a lay person could be nominated. Micha Dryden stated that she had a board member recommendation that she will give to Judge McFarland.

**Action:** Judge McFarland responded by confirming that the fiscal court would review that recommendation along with three others that have been submitted. A selection should be made at the next scheduled fiscal court meeting. Judge McFarland committed to sharing with us who was selected so we can reach out to them and get them prepared for future board meetings.

**Topic:** Honoring Alberta Gross

**Discussion:** Dr. Heise interjected that it would be in poor taste to install a new board member as we are honoring another one. She suggested that the board decide what they would like to do to remember Ms. Gross, and what date would best. Dr. Heise proposed inviting Ms. Gross's family to our next meeting in September when the tax rate would be set. Three Rivers could prepare a plaque in Ms. Gross' honor and give one to her family and hang the other one in the Gallatin County Health Center. A handout was presented to each board member to illustrate the layout and wording to be used on the proposed plaque. No changes to the wording were suggested. Since Ms. Dryden pointed out that Ms. Gross' family is spread out all over the United States, Dr. Heise suggested videotaping the plaque ceremony and sending the plaque and the video to the family to prevent them from having to come from out of town. Mr. Moore, Ms. Bledsoe, and Ms. Dryden agreed with this suggestion.

**Action:** Ms. Dryden will confirm the family's thoughts on this idea to board secretary, Candice Selph.

**New Business:**

**Topic:** Landscaping

**Discussion:** Dr. Heise proposed to the board that some landscaping was needed in order to add some color to the outside of the Gallatin County Health Center. Ms. Bledsoe shared that the Boxwood tree would also need to be removed since it will not live among the concrete. Dr. Heise suggested using no more than \$500.00 to make these adjustments.

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**Action:** Mr. Moore made the motion to allow \$500.00 to be spent to do some landscaping and remove the Boxwood tree. Bernard Walsh seconded the motion. The motion carried unanimously.

**Topic:** Adjournment

**Action:** Ms. Bledsoe made a motion to adjourn. Ms. Dryden provided a second. The meeting was adjourned at 6:40 p.m.

  
Board Chairman 08/19/14  
Date

  
District Director 8/19/14  
Date

  
Board Secretary 8/19/14  
Date