

Pendleton County Local Board of Health Meeting Minutes
Pendleton County Public Library
June 26, 2014—6:00 p.m.

Members Present:

Judge Henry Bertram
Delbert Cox
Jean Nordheim Edwards
Tony Hall
Monte McElfresh
Allison Nichols
Brian Schack, Chairman

Members Absent:

JoAnn Florence
Trena Mains
Connie Sue McCann
Rose Verax
Jennifer Wright

Staff Present:

Georgia Heise
Candice Selph
Michelle Wilburn

Welcome and Remarks: Dr. Brian Schack called the meeting to order at 6:15 p.m. However, there was no quorum present until 7:15 p.m.

Topic: Approval of February 6, 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: Allison Nichols made a motion to approve the minutes from February 6, 2014. Delbert Cox seconded. The motion to approve the minutes passed unanimously.

New Business

Topic: Financial Update

Discussion: Michelle Wilburn asked the Board to review the Pendleton County Local Board of Health Dashboard document. The chart in the top left hand corner shows the total revenues year-to-date. The figures directly below the chart detail each line item that has been budgeted and how much revenue has been received. Ms. Wilburn pointed out that there seemed to be a decrease in revenue since it has been a challenge collecting taxes. However, Ms. Wilburn corrected her statement by explaining that \$45,000.00 more was received than what received last year based on the different property values that were assessed. Judge Henry Bertram explained that property in Pendleton County continues to be undersold since many do not have the money to cover flood insurance. As an example, he shared that a \$32,000.00 house sold for only \$4,000 00.

Topic: Approval of FY15 budget

Discussion: Ms. Wilburn asked the Board to review the proposed FY15 budget. She explained that the anticipated expenses are a little more this upcoming year because we are in the fourth

year of our cycle when audits are due. The estimated cost of the audit is \$1,200.00. Georgia Heise explained that 5.4 cents of each assessed property value goes to Three Rivers to fund programs and to maintain the Pendleton County Health Center. She reminded the Board that the local taxing dollars do not pay health department salaries. Ms. Wilburn interjected that the budget can be amended, if necessary, to compensate for any major changes in the property valuations. Judge Bertram asked about the current tax rates in other Three Rivers' counties. Ms. Wilburn reported current tax rates were 5.4 in Carroll County, 5.5 in Gallatin County, 5.6 in Owen County, and 5.8 in Pendleton County. As of May 31, 2014, Ms. Wilburn shared that the Board had \$70,000.00 in the bank and that the loan for the repair of the Pendleton County Health Center building was paid off last fall.

Dr. Heise mentioned to the Board that the work done on the roof does not seem to be helping the leakage problems. Last January, our maintenance worker, Jackie Brock, replaced many of the damaged ceiling tiles after repair on the roof was completed. After a walkthrough of the building today, Dr. Heise still noted several moisture spots showing up on the ceiling tiles in several rooms. She plans to ask Mr. Brock if all the ceiling tiles have indeed been replaced. Judge Bertram interjected that the building was never put together well, and that there was no sealant. Mr. Cox expressed the urgency of having someone look at the roof and the possibility of having trusses put on. He felt that the air conditioning unit would not have to be moved in order to place trusses. Mr. Cox suggested asking for bids from different parties and look at the cost of their potential solutions. Mr. Jimmy England's name was suggested as a potential candidate for a bid.

Dr. Heise requested asking other parties to make sure that the building itself is stable. Mr. Cox felt that the walls and the foundation should be sound. Judge Bertram asked to see the plans in case an engineer would like to review them to make sure the overall building is stable before we think about roof repairs. He suggested asking for state inspectors to look at the building. Judge Bertram asserted that he would call Justin to help with this—and would call Mr. Cox, if necessary, to listen to the opinion also. The Board agreed with Judge Bertram's comment about keeping a little money in our reserves. In order not to deplete the bank account, it might be possible to get another loan through the Kentucky Association of Counties (KACo). The Board agreed that bids need to be sought by the next meeting in order to decide what to do about these building maintenance issues.

Action: Judge Bertram made the motion to approve the FY15 budget. Dr. Monte McElfresh seconded. The motion to approve the FY15 budget passed unanimously.

Topic: Acquisition of Pendleton County Savings Bank

Discussion: Pendleton County Savings Bank was recently acquired by Heritage Bank, and the local taxing district has transitioned its account to Heritage. Ms. Wilburn reported that under

the Pendleton County Savings Bank, our taxing district had a 0.2% interest rate. Currently, Heritage Bank is providing a 0.1% interest rate. Ms. Wilburn explained that she called other banks to see if anyone else could offer a better interest rate. Most banks said that they could not match the 0.1% interest rate offered by Heritage. As a result, the interest received by the account will decrease unless the Board goes outside of Pendleton County to bank—which would be very inconvenient. The Board agreed that the money should stay with Heritage Bank.

Topic: Special Purpose Government Entities' Code of Ethics

Discussion: Ms. Wilburn reminded the Board that they adopted Pendleton County's code of ethics last fall. As a result of new legislation by State Auditor, Adam Edelen, Ms. Wilburn made the Board aware of KRS 65.003 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. Judge Bertram clarified that financial disclosure is still mandated for those serving on the county fiscal court. The Northern Kentucky Area Development District (NKADD), might potentially send financial disclosure paperwork to members, but Judge Bertram said to ignore it.

Topic: New Board Members

Discussion: As a result of Connie Sue McCann's resignation from the Board, another board member will need to be selected. Board member, JoAnn Florence, has also been absent from several meetings and Candice Selph has been unable to reach her. Jean Nordheim-Edwards had Ms. Florence's number and gave her a call. Ms. Florence expressed that she no longer able to serve on the Pendleton County Local Board of Health. Therefore, two positions on our Board will need to be filled. Judge Bertram will also be retiring as Judge Executive effective January 2015, but will have his place on the Board taken by the newly elected Pendleton County Judge Executive. Dr. Heise asked Judge Bertram if he would like to continue to serve on the board in one of the vacant positions once he has left office. He replied it would be a possibility, but it will depend on whether or not the newly elected Judge Executive is favorable to that idea. Judge Bertram does not want to cause any discomfort at the start of the new term. Dr. Schack and/or Dr. Heise will call the new judge when he or she is elected. Dr. Heise asked if the Board had any recommendations for new members and reminded everyone how the process worked. The Board makes nominations, the fiscal court makes the decision, and the state actually appoints the new board member. Ms. Nordheim-Edwards shared that she will get a phone number for the nurse she would like to nominate for the board, Rose Blau. Lauren Blackbury was named by Dr. Schack, and Shannon Cox (Mr. Cox's daughter) was suggested by Mr. Cox. Judge Bertram shared he would have the fiscal court vote on the nominations he received.

Topic: Other

Discussion: Dr. Heise wanted to share that Three Rivers District as a whole is doing well. Fortunately, we will have some surplus closing FY14 and opening FY15. No layoffs are

anticipated, while many health departments around the state are struggling to even make payroll. Dr. Heise expressed her gratitude and appreciation to the Board and the Pendleton County community for the part they play in helping make Three Rivers successful.

Representatives from the Public Health Accreditation Board (PHAB) recently came to Kentucky to film our activities at the Kentucky Speedway and spoke to District Board of Health Chairman, Joe Mylor. It is exciting to be able to share the various partnerships that Three Rivers has within its communities.

Mr. Jim Thaxton, Pendleton County Health Educator, was recently designated as the new Heroin Impact Response Coordinator that was being sought by the Northern Kentucky Independent District Health Department as a member of the heroin task force. 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.

Dr. Heise shared that the Kentucky Health Department Association (KHDA) is working on a strategy to address offering a minimum package of public health services, which will be presented to the state legislators and other policy makers in Kentucky. Having foundational services will allow health departments to request at least enough funding to cover mandated public health services. The ultimate goal is to be assured of a certain amount of funding each year in order to provide a standard of services that the public can expect to see in any health department across the state.

The National Association for Local Boards of Health (NALBOH) annual conference will be held August 13th through August 15th in Milwaukee, Wisconsin. 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. The Board was asked to contact Ms. Selph if anyone was interested in attending. Judge Bertram requested that more information be sent to him.

Topic: Adjournment

Action: Judge Bertram made a motion to adjourn the meeting. Ms. Nordheim-Edwards provided a second. The meeting was adjourned at 7:30 p.m.

BSR

9/2/14

Board Chairman

Date

George Rose

9/2/14

District Director

Date

Landi Delph

8/ 9/2/14

Board Secretary

Date