



MEETING MINUTES

Board of Health
March 12, 2018

TOPIC	DISCUSSION
Call to Order	<ul style="list-style-type: none"> Ms. Allen-Bryant called the meeting to order at 5:54p.m.
Attendance	<p>PRESENT: Kacy Allen-Bryant, Commissioner Ford, Dr. Zimmerman, Sherelle Roberts-Pierre, Dr. Majmundar, Dr. Dossett, Mr. Friesen, Dr. Elder.</p> <p>OTHERS PRESENT: Dr. Humbaugh, LFCHD legal counsel and staff. Minutes recorded by Christy Nentwick.</p>
Approval of the February 12, 2018 Minutes	<ul style="list-style-type: none"> Dr. Elder moved to approve the February 12, 2018 minutes. Dr. Majmundar seconded the motion. The motion passed.
Finance Report – Cara Kay, Chief Financial Officer	<ul style="list-style-type: none"> Cara Kay presented the Finance Report. We have had a loss of \$58.71 since January; doing well in earnings and cash flow. Our surplus of 5.1 million dollars is up since this time last year. We have a total of 10 million dollars in the bank to help ease the unknown of potential change in state allocations and KERS contributions for FY19. Ms. Kay reported that IT is now under her umbrella. <ul style="list-style-type: none"> The new IT Manager Matthew Bone began in November. Has hired on a new person, David Vance, as an IT Generalist and now has a team of 4 staff members. We are currently in the process of implementing Wi-Fi throughout the building; will help both employees and community partners. The department is also working on updating the technology in conference rooms, along with the agency phone system. Both projects have been budgeted for; outlook is that we will be under budget on both.
Whistleblowing Policy Update – Michelle Donaghy, Human Resources Officer	<ul style="list-style-type: none"> Michelle Donaghy presented the updated Whistleblowing Policy. The agency recently updated the Whistleblowing Policy by referencing the employee hotline, now called “Speak Up”. Whistleblowing is the disclosure of serious misconduct in the workplace, whether policy violations, harassment or illegal activity. This policy protects employees from retaliation and provides avenues for reporting. The agency has several resources and methods available to those wishing to make a report, including Chain of Command or reporting to management, utilizing the Employee Equity and Diversity Committee, utilizing Human Resources, following the grievance and appeals processes, using the Speak Up hotline or reporting to the Compliance Officer. The policy also references the Board of Health as an avenue for reporting. Members of the Board who hear issues from employees should immediately report the issue to the Board of Health Chair and the Commissioner of Health. An investigation and response will take place. Reports are reviewed by a team that consists of two members of the Board of Health, the Human Resources Officer, two members of the EEDC, the Finance Officer, Dr. Humbaugh and his assistant. The team will be notified of any issue and members will log in to the hotline to read the report. Chair Allen-Bryant shared that board members may be asked to take part on the review


	team.
<p>LFCHD Tobacco Program Update – Angela Brumley-Shelton, CHEE and Tobacco Program Coordinator</p>	<ul style="list-style-type: none"> • Angela Brumley-Shelton presented an update on the LFCHD Tobacco Program. • In 2003, the Lexington Clean Air Ordinance greatly increased the participation in cessation programs. • Ms. Brumley-Shelton spoke on the two tobacco treatment methods that the health department offers: Cooper Clayton (CC) and Freedom from Smoking (FFS) programs. <ul style="list-style-type: none"> ○ Ms. Brumley-Shelton shared a comparison table of FFS vs. CC. The differences included regular updates and FDA approval of tobacco treatment medications. CC is not evidence based while FFS is. Lastly, FFS meets Medicaid and Medicare requirements and CC does not. ○ Other comparisons include the length of quit dates (FFS – 4wks, CC 2-wks), FFS is administered and supported by American Lung Association. ○ CC had a total of 225 participants, 115 graduates and a 51% quit rate between March 2010 and July 2015. FFS has had 18 participants, 12 completions and 11 quit since July 1, 2017. • The health department staff are currently working on projects to further advocate for a tobacco-free community. One includes support of the new HUD Smoke-Free Policy. This policy states that there is to be no smoking within 25 feet of the door of a HUD property. The staff are working with the Lexington Housing Authority (LHA) to provide cessation services for HUD residents. • The Board of Health can support the CHEE staff and their tobacco cessation efforts by advocating through provider referrals, encouraging class attendance, supporting a continued update of IT capabilities, and through large-scale marketing of all CHEE programs. • Ms. Roberts-Pierre inquired about the per person cost for the program and if there are any formalized barriers to referring an individual. <ul style="list-style-type: none"> ○ Ms. Brumley-Shelton shared that it costs LFCHD roughly \$300 per person; there are no formalized barriers to referral. Any and all are welcome. ○ Free nicotine replacement is now offered for anyone. • Mr. Elder asked if they have worked systematically with employers to change workplace smoking. <ul style="list-style-type: none"> ○ Ms. Brumley-Shelton said yes, she has done many sessions at/for an employer. Her lowest quit rate at a workplace thus far is 85%. Barriers to partnering with a workplace include wellness packages being purchased by the employer that include cessation classes and nicotine replacement options. • Dr. Humbaugh shared that it is great to have an expert like Ms. Brumley-Shelton. He asked if there has been much interest shown by HUD residents. <ul style="list-style-type: none"> ○ Ms. Brumley-Shelton shared that there is a roughly 60% smoking rate in 372 people at Ballard Towers. Seven participants completed the first class; five continue to be smoke-free. Unfortunately, there hasn't been as much interest from the LHA or HUD property residents as we'd like. She is hoping that the data will push for interest and involvement. • Classes are also available in Spanish.
<p>Commissioner's Report – Kraig Humbaugh, M.D., M.P.H.</p>	<ul style="list-style-type: none"> • Dr. Humbaugh thanked everyone for coming tonight and for those who attended the retreat. He felt it was a successful day with filled with quality discussions. If you were unable to attend, please review the notes sent by Laura Foley. • Summer will be here before we know it. It is not too early to begin recruiting new board members to fill rotating positions. Let Chair Allen-Bryant know where your interests lie or

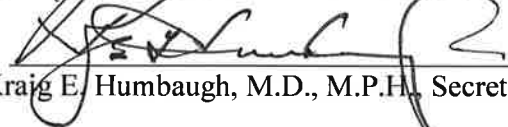
if you know people that would be interested in being a member.

- There are roughly two weeks left of legislative meetings before the Governor's veto period. Debates continue regarding retirement. The currently written legislation could mean 2.5 million in additional retirement contributions by our agency.
 - Ways to help curb the cost would include a \$.50 increase on tobacco products, instilling a \$.25 tax on opioid prescriptions. It is not clear how revenue from a prescription tax would be collected but is supposed to be funded by the provider or distributor and not the patient.
 - Update on Public Health relevant bills: medical marijuana is not advancing this session; SB 133 would limit the shackling of pregnant inmates during birth; legislation requiring 3 feet of space when passing cyclists has been passed by both chambers; Senate 95, the requirement of health insurers of cancer patients to cover life preservation, has been approved by Senate and moved on to House. HB 236 is a pilot program for pharmacists to be able to dispense medications for medically assisted opioid treatment (suboxone); SB 149, an act that would establish a palliative care interdisciplinary advisory council, has passed Senate and moved on to the House.
- The Medicaid 115 waiver has been approved. Dr. Humbaugh will attend a meeting next week in Frankfort on the new initiative: Kentucky HEALTH. He will find out additional details about the My Rewards portion of the program.
- Officers will be reviewing a volunteer policy for individuals wanting to volunteer as part of this initiative or in general. The policy could include everything from background checks to position descriptions, depending on the area of volunteerism.
- Dr. Humbaugh gave an update on Needle Exchange Program (NEP) topics:
 - Tomorrow is the first statewide NEP Summit, being held at the Embassy Suites. There will be two audiences: communities and health departments that do not currently have an NEP and those who do. Dr. Humbaugh will be a facilitator and Dr. Sandy Breeding will be a panelist.
 - We have seen a leveling off in numbers of NEP clients, currently seeing roughly 180-200 clients every Friday.
 - We will be adding a 2nd NEP day. The first expanded day of service is scheduled for Wednesday, April 11th from 3-6pm in the Dr. Rice C. Leach Community Room.
 - Plans are in the works for another Naloxone Community Class in April. The date is tentative and the location is yet to be determined.
- Flu season is finally turning a corner after 11 weeks of wide spread activity. The state reported last week that we are at a regional activity level, which is a step down from previous week.
 - Epidemiology has reported 18 flu related deaths in Fayette County residents this season. All individuals had underlying factors, including chronic diseases. 60% were women, 40% men, 72% were 65 and older. Cases ranged from ages 28-95 years with a vaccination status of 70% unvaccinated and a minimum vaccination status of 33% vaccinated.
 - The agency offered a pop-up free flu vaccine event. It was very gratifying for staff that almost 200 clients that received vaccination.
- Other updates:
 - The diabetes team has been recognized as one of the top programs in the state.
 - School Health nurses have begun offering dental varnishes to students. It seems to be going very well. We have piloted the service in two elementary schools thus far and have had more participants than anticipated. The process takes about 5 minutes. If the child needs further dental attention a referral will be sent home by the nurse. This is a billable service.

	<ul style="list-style-type: none"> ○ Public Health Week is the first week in April. We will be celebrating during the All-Staff meeting on March 29th from 8:30- 10am and throughout the following week. Board of Health members are invited and encouraged to join us at the All-Staff Meeting. ○ The Wellness Committee will be holding a March Madness Wellness event on March 13th from 11:30-2pm in the 3rd floor conference rooms. ○ There will be a CDC TB site visit on March 13th. The state chose LFCHD for the visit. ○ The HANDS program will hold its first annual "Eggstravaganza" for HANDS clients on March 22nd from 4-5:30 March 22nd in the Dr. Rice C. Leach Community Room. ○ The annual community rabies vaccination clinic will be taking place on May 10th. ● The next regular monthly board meeting will be held on Monday, April 9, 2018.
Public Health Hero Award	<ul style="list-style-type: none"> ● Ms. Roberts-Pierre read the nomination letter for Dr. Svetla Slavova to be named the 2018 Public Health Hero Award. ● The Nomination Committee recommended that Dr. Slavova be named the 2018 Public Health Hero Award. ● Dr. Majmundar motioned to accept the nomination. ● Mr. Elder seconded the motion. ● All members voted in favor. ● The award will be presented the Dr. Slavova during the April 9th Board meeting. She will also be recognized at the City Council meeting in April.
Executive Committee Report	<ul style="list-style-type: none"> ● The committee did not meet. They will review recommendations made during the recent BOH retreat at next Executive Committee meeting.
Marketing and Branding Committee	<ul style="list-style-type: none"> ● No report
Nominating/Bylaws Committee	<ul style="list-style-type: none"> ● The Committee will be discussing next year's officers and new members. ● Individuals interested in being a board member can access an application on the LFUCG website. They can also reach out to meet with Dr. Humbaugh personally. ● There will be at least 2 at-large positions available. ● Mr. Elder asked if there were any regulations on the even distribution of members as it relates to their employer. ● Chair Allen-Bryant responded that there are no limitations. ● Dr. Majmundar asked if someone's nomination is already on file, would they be contacted or should they re-apply? ● Dr. Humbaugh responded that the city should contact those with current applications to inquire if they are still interested.
Program Outcomes/Evaluation Committee	<ul style="list-style-type: none"> ● No report
Policy/Protocol Committee	<ul style="list-style-type: none"> ● No report
Communications Report – Kevin Hall	<ul style="list-style-type: none"> ● Mr. Hall gave a report from the Communications Office. <ul style="list-style-type: none"> ○ Monthly appearance topics included NEP, free flu shots. ○ Dr. Humbaugh filmed a special on NEP with Ms. Roberts-Pierre. She will send the finished video to board members ● February Social Media reports <ul style="list-style-type: none"> ○ Twitter: 72 tweets, 98,2000 tweet impressions, 1150 profile visits, 24 mentions, 36 new followers, and the top post was related to heart health. ○ Facebook: 22,531 reached, 882 page views, 4363 post engagements, and the top post was related to heart health. ● February advertisements

	<ul style="list-style-type: none"> ○ Valentine's Day: 8018 reached, 246 clicks, 677 post engagements, 35 shares. ○ National Condom Day: 6014 reached, 233 clicks, 450 engagements, 90 shares. ○ HIV testing: 3099 reached, 42 clicks, 273, engagements, 22 shares. ○ Free Narcan class: 3178 reached, 306 post clicks, 1381 video views. ○ Wear Red Day: 5406 reached, 810 clicks, 153 engagements. ● Free Flu Shot Event: <ul style="list-style-type: none"> ○ The agency received a lot of attention from media about the free flu shots offered on Feb. 13th. The American Public Health Association retweeted one of the posted pictures. ○ There were 185 shots given. There was a marked increase in the percentage of people whose income is below \$25,000, compared to the October, 2017 event. ○ Staff participation was phenomenal. ● Look ahead: <ul style="list-style-type: none"> ○ The month of March will recognize National Nutrition Month, National Registered Dietitian Day and Diabetes Alert Day. ○ April will recognize National Public Health Week and the 2018 Dr. Rice C. Leach Public Health Hero. ○ The agency will begin a partnership with the Spanish radio station of Lexington Community Radio. 10 staff members have asked to take part in the show. It will not be a strictly translated version of the English language show, but a stand-alone show. ● Dr. Humbaugh shared that Laura Foley sent out a follow up to last month's meeting with the proposal from Lexington Community Radio. The proposal will be discussed at the Executive Committee Meeting and may come before the Board at the next meeting. ● Mr. Hall shared a video produced by the Communications Office spotlighting the agency's values: Caring, Accountability, Respect, Equity, and Service. The video will be released on the Facebook page on April 2, kicking off National Public Health Week.
Open Comment	<ul style="list-style-type: none"> ● No comments.
Adjournment	<ul style="list-style-type: none"> ● Dr. Majmundar moved to adjourn. Dr. Zimmerman seconded. Meeting adjourned at 7:10 p.m.


 Kaey Allen-Bryant, Chairperson


 Kraig E. Humbaugh, M.D., M.P.H., Secretary