



# MEETING MINUTES

Board of Health  
June 10, 2019


TOPIC	DISCUSSION
Call to Order	<ul style="list-style-type: none"> <li>Kacy Allen-Bryant called the meeting to order at 6:06 p.m.</li> </ul>
Attendance	<p><b>PRESENT:</b> Kacy Allen-Bryant, Ms. Blevins-Booth, Mr. Cornett Dr. Dossett, Commissioner Ford, Mr. Friesen, Dr. Jackson, Dr. Jasinski, Ms. Mason, Ms. Roberts Pierre.</p> <p><b>OTHERS PRESENT:</b> Dr. Humbaugh, Health Department Staff, LFCHD Council.</p> <p><b>EXCUSED ABSENCES:</b> Dr. Majmundar, Dr. Zimmerman.</p>
Recognitions	<ul style="list-style-type: none"> <li>Jack Cornett was welcomed as the newest Board of Health (BOH) member. J. Cornett will also serve on the Finance Committee.</li> <li>K. Allen-Bryant presented a plaque to V. Blevins-Booth in appreciation for her service on the BOH. This was the last meeting of her term. V. Blevins-Booth thanked the board for the opportunity to serve with them. She said the Lexington-Fayette County Health Department (LFCHD) is an amazing agency which she has seen adapt well to challenges. She shared regrets that she is unable to continue on the board at this time. All present expressed gratitude to her.</li> </ul>
Approval of the May 13, 2019 Minutes	<ul style="list-style-type: none"> <li>Dr. Jackson made a motion to approve the May 13, 2019 minutes. Commissioner Ford seconded the motion. The motion passed.</li> </ul>
FY 2020 Budget Presentation and Approval Request	<ul style="list-style-type: none"> <li>Cara Kay presented the Finance Report and FY 2020 LFCHD budget.</li> <li>April numbers continue the trend of staying ahead of budget for revenue and under for expenses. We will have less revenue over the next few months, yet are still on track to end the current fiscal year with a larger surplus than budgeted.</li> <li>C. Kay indicated that federal and state revenue streams are decreased in the new budget. Local tax funds are up, year-over-year based on trend data.</li> <li>The budget includes cost-saving measures. The budget anticipates an increase in funding sources including support for additional multigravida families in the HANDS program and additional Medicaid billing opportunities, including for some school health services.</li> <li>Retirement contributions will rise by 2.1M in the new budget, unless a special session is called by the state legislature and the current law is changed. Salary increases and performance bonuses which are not included in the budget will be considered if the contribution rate is lowered.</li> <li>The capital budget has been decreased. Many projects have been completed in the last few years.</li> <li>J. Cornett asked how many county health departments will close if the contribution rate increases July 1. Dr. Humbaugh said local health departments covering 42 counties in Kentucky may fail in the first year alone.</li> </ul>

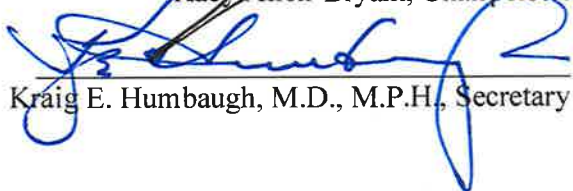
	<ul style="list-style-type: none"> <li>• M. Friesen said the Finance Committee appreciated the good work C. Kay and LFCHD staff have done to reduce expenses in the FY 2020 budget.</li> <li>• M. Friesen made a motion to approve the FY 2020 budget as presented by C. Kay. Dr. Jackson seconded the motion. The motion passed unanimously.</li> <li>• M. Friesen made a motion to approve a resolution regarding the sale of real property at 2433 Regency Road. The resolution read as follows: <p style="margin-left: 40px;"><i>WHEREAS, the Lexington-Fayette Urban County Board of Health (“Board of Health”) owns certain real estate located at 2433 Regency Road (the “2433 Regency Property”);</i></p> <p style="margin-left: 40px;"><i>WHEREAS, the 2433 Regency Property was previously used for various purposes, including offices used for WIC services provided by the Lexington-Fayette Urban County Health Department (“Health Department”);</i></p> <p style="margin-left: 40px;"><i>WHEREAS, the Health Department has determined that the 2433 Regency Property is no longer required and has recommended that it should be sold for a reasonable price; and</i></p> <p style="margin-left: 40px;"><i>WHEREAS, the Board of Health voted on May 13, 2019 to sell the 2433 Regency Property.</i></p> <p style="margin-left: 40px;"><i>NOW, THEREFORE, a motion having been duly made and seconded, the following resolution is hereby adopted:</i></p> <p style="margin-left: 40px;"><i>That the Finance Committee of the Board of Health is authorized to determine an appropriate purchaser and acceptable price for the sale of the 2433 Regency Property; and</i></p> <p style="margin-left: 40px;"><i>That the Commissioner of Health for the Health Department is authorized to execute any documentation necessary to complete an authorized sale of the 2433 Regency Property, on behalf of the Board of Health, including executing any contracts necessary to retain a commercial real estate agency and/or complete a sale of the 2433 Regency Property.</i></p> </li> </ul> <ul style="list-style-type: none"> <li>• Ms. Roberts Pierre seconded the motion. The motion passed unanimously.</li> </ul>
Board of Health Regulations Policy Approval Request	<ul style="list-style-type: none"> <li>• Dr. Humbaugh presented the <i>Board of Health Regulations</i> policy (#00-01) for board approval. He detailed the process for submitting, approving, and posting board regulations.</li> <li>• Commissioner Ford made a motion to approve the revised policy. M. Friesen seconded the motion. The motion passed unanimously.</li> </ul>
Board of Health FY 2020 Leadership Nominations and Selection	<ul style="list-style-type: none"> <li>• Dr. Humbaugh shared a message for the board from Dr. Majmundar indicating she is stepping down from her leadership position on the BOH, but will continue to serve as a board member and on the Executive Committee.</li> <li>• Dr. Jackson, Nominating Committee Chair, proposed the following Board of Health FY 2020 leadership nominations: <ul style="list-style-type: none"> <li>○ Kacy Allen-Bryant – Board of Health Chair <ul style="list-style-type: none"> <li>➤ Mike Friesen – Board of Health Vice Chair</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Mike Friesen – Finance Committee Chair <ul style="list-style-type: none"> <li>➤ Jack Cornett, Finance Committee member</li> <li>➤ Dr. Majmundar, Finance Committee member</li> <li>➤ Dr. Zimmerman, Finance Committee member</li> </ul> </li> <li>○ Kacy Allen-Bryant – Executive Committee Chair <ul style="list-style-type: none"> <li>➤ Mike Friesen – Executive Committee Vice Chair</li> <li>➤ Dr. Majmundar – Executive Committee member</li> <li>➤ Dr. Zimmerman – Executive Committee member</li> </ul> </li> <li>○ Sherelle Roberts Pierre – Marketing and Branding Committee Chair <ul style="list-style-type: none"> <li>➤ Kevin Hall – Marketing and Branding Committee member</li> <li>➤ Bailey Preston – Marketing and Branding Committee member</li> </ul> </li> <li>○ Dr. Jackson – Nominating/Bylaws Committee Chair <ul style="list-style-type: none"> <li>➤ Dr. Jasinski – Nominating/Bylaws Committee member</li> <li>➤ Leah Mason – Nominating/Bylaws Committee member</li> </ul> </li> <li>○ Dr. Dossett – Policy/Protocol Committee Chair <ul style="list-style-type: none"> <li>➤ Dr. Jasinski – Policy/Protocol Committee member</li> </ul> </li> <li>○ Dr. Dossett – Program Outcomes/Evaluation Committee Chair <ul style="list-style-type: none"> <li>➤ Dr. Jasinski – Program Outcome/Evaluation Committee member</li> </ul> </li> <li>● Dr. Jackson made a motion to approve the roster. Vicki Blevins-Booth seconded the motion. The motion passed unanimously.</li> <li>● K. Allen-Bryant thanked all board members for accepting leadership roles and invited all board members interested in serving on committees to let L. Foley know of their interest.</li> </ul>
Commissioner’s Report	<ul style="list-style-type: none"> <li>● Dr. Humbaugh presented the Commissioner’s Report.</li> <li>● He thanked all board members for their service and said he appreciates the guidance the BOH provides the health department.</li> <li>● It is looking less likely that a special session of the state legislature will be called.</li> <li>● We are working on transition plans to merge LFCHD locations. Planning includes preparing the 650 Newtown Pike facility for the arrival of staff from the Regency Road location. The target date is to have everyone in place by early October. We will announce the merger to the public and to all staff. We will send letters to WIC clients at the Regency Road location who have not had appointments recently so they will know to plan their future visits at the Newtown Pike location.</li> <li>● John Moses was promoted to Harm Reduction Coordinator and Kelsi Hernandez was promoted to HIV Linkage Navigator. Two nutritionists and one executive assistant recently left the department.</li> <li>● Mayor Gorton and Andrea James, Special Projects Coordinator, visited LFCHD for a walk-through of the Needle Exchange Program (NEP). The Mayor completed a naloxone training class and received a dose of the opioid-overdose reversal medicine. The mayor expressed support for our harm reduction efforts. The NEP has been in operation for 3 ¾</li> </ul>

	<p>years. We recently hit the million mark for distributed needles. Last month saw the largest number of participants in the history of the program with around 1,150 visits.</p> <ul style="list-style-type: none"> <li>• There were three cases of hepatitis A in May. The number of new cases is trending downward. A few cases each month may be the “new normal” in the future.</li> <li>• LFCHD was awarded the school health services contract for Fayette County Public Schools. The contract language is being finalized. The school health nurses will be out from the end of May through late July.</li> <li>• We are in the final stages of the reaccreditation process. Katrina Howard thanked employees during the June 5 <i>All-Staff</i> meeting. Staff from the Franklin County Health Department have generously offered to review our documentation and offer suggestions for revisions.</li> <li>• The LFCHD rabies vaccination clinic was successful. 554 animals were vaccinated against rabies during the event.</li> <li>• Dr. Humbaugh thanked Leah Mason for attending the June 5 <i>All-Staff</i> meeting.</li> <li>• The Region 15 MASH Showcase was held May 23 at Bluegrass Airport. The event displayed assets used for disaster response.</li> <li>• The Pride Festival will be held June 28-29 in downtown Lexington. LFCHD will be present to offer educational materials.</li> <li>• The Kentucky Association of Local Boards of Health (KALBOH) has scheduled a meeting for July. L. Foley will send meeting details to board members.</li> <li>• The next Board of Health meeting is scheduled for July 8.</li> </ul>
Committee reports	<ul style="list-style-type: none"> <li>• <i>Finance</i>: report shared as part of the budget presentation.</li> <li>• <i>Executive</i>: K. Allen-Bryant said the committee met and discussed items Dr. Humbaugh shared in the commissioner’s report. She noted the board, as of July 1, will have two vacancies on the board.</li> <li>• <i>Marketing and Branding</i>: S. Roberts Pierre congratulated communications staff of the excellent work they are doing.</li> <li>• <i>Nominating/Bylaws</i>: No report.</li> <li>• <i>Program Outcomes/Evaluation</i>: No report.</li> <li>• <i>Policy/Protocol</i>: No report.</li> </ul>
Communications Report	<ul style="list-style-type: none"> <li>• Kevin Hall presented the Communications Report.</li> <li>• Monthly media appearances focused on rabies, restaurant inspections, pool safety, and the MASH showcase.</li> <li>• On Twitter, the top tweet was about the low-cost rabies vaccination clinic held May 14 at Douglass Park.</li> <li>• On Facebook, our top posts were about free summer meals for children and the low-cost rabies vaccination event.</li> <li>• John Moses, our NEP Coordinator, received a 2019 AIDS Volunteers of Lexington (AVOL) Legacy Award for his more than twenty-five years as an advocate and service provider in the fight against HIV.</li> <li>• We promoted health education with a post on voting day.</li> <li>• The Community Supported Agriculture (CSA) program is underway and staff have already indicated how much they are enjoying the food and appreciate the program.</li> <li>• In June and July, we will promote summer safety and back-to-school</li> </ul>

	<p>vaccinations. In August, we will focus on the free flu shot clinic.</p> <ul style="list-style-type: none"> <li>• K. Hall shared a video made with the Lexington Legends mascot, Big L, demonstrating proper handwashing technique. This video has been very popular, and was retweeted by the Surgeon General.</li> <li>• Three artists have been selected as finalists for the mural project. The community, including BOH members and LFCHD staff, will have the opportunity to see their submissions and comment before a winner is selected.</li> </ul>
Open Comment	<ul style="list-style-type: none"> <li>• Dr. Humbaugh announced that Laura Foley was selected as the LFCHD CARES award winner for this quarter. He thanked Ms. Foley for her work in the department. Ms. Foley thanked Dr. Humbaugh and the board and said she was honored to receive the award.</li> </ul>
Closed Session	<ul style="list-style-type: none"> <li>• Mr. Friesen made a motion that the Board of Health enter into and conduct a closed session pursuant to KRS 61.810(b) and (g) to discuss the proposed sale by the Board of Health of the real property located at 2433 Regency Road, because the discussion could affect the potential value of the property. Dr. Jackson seconded the motion. The board entered closed session at 7:11 p.m.</li> <li>• Mr. Friesen made a motion that the Board of Health exit the closed session. Commissioner Ford seconded the motion. The board exited the closed session at 7:25 p.m.</li> </ul>
Adjournment	<ul style="list-style-type: none"> <li>• Ms. Mason made a motion to adjourn. Mr. Friesen seconded the motion. The meeting adjourned at 7:26 p.m.</li> </ul>

  
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 Kacy Allen-Bryant, Chairperson

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