



# MEETING MINUTES

**Board of Health Meeting  
Video Teleconference  
May 11, 2020  
5:45 p.m.**

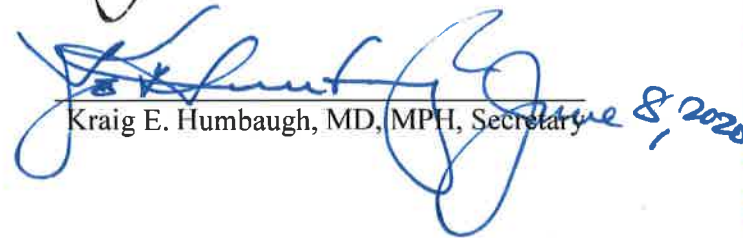
	<p><b>BOARD MEMBERS PARTICIPATING:</b> Ms. Allen-Bryant, Mr. Cornett, Dr. Dossett, Commissioner Ford, Mr. Friesen, Mr. Jabbour, Dr. Jackson, Dr. Jasinski, Dr. Majmundar, Ms. Mason, Councilmember Reynolds, Ms. Roberts Pierre, Dr. Zimmerman.</p> <p><b>OTHERS PARTICIPATING:</b> Dr. Humbaugh, LFCHD Staff, and LFCHD Council.</p>
TOPIC	DISCUSSION
Call to Order	<ul style="list-style-type: none"> <li>• K. Allen-Bryant called the meeting to order at 5:58 p.m.</li> </ul>
Roll Call/Declaration of a Quorum	<ul style="list-style-type: none"> <li>• L. Foley called the roll. All members attended.</li> <li>• A quorum was present.</li> </ul>
Request for Approval of the April 13, 2020 Minutes	<ul style="list-style-type: none"> <li>• Dr. Jackson made a motion to approve the April 13, 2020 minutes. Dr. Zimmerman seconded the motion. The motion <u>passed unanimously</u>.</li> </ul>
Commissioner's Report	<ul style="list-style-type: none"> <li>• Dr. Humbaugh presented the commissioner's report.</li> <li>• The COVID-19 response has been our primary effort. We started universal masking of all staff on-site. Each staff member was given a cloth mask and a surgical mask.</li> <li>• Dr. Humbaugh invited Jill Keys to share about how clinical services may change during re opening. Jill Keys said the clinic is currently offering essential visits for services that are not otherwise available in the community, including STI visits for symptomatic patients. We are going to add back TB visit for latent medication cases and immunization for at-risk populations. We will prioritize children for immunizations. We are going to limit the number of clinic visits to three an hour, which will allow us to avoid a crowded waiting room. For WIC, we will continue with education and support by telephone and loading client WIC cards remotely. For harm reduction, we are going to add back some community naloxone classes in the next few weeks. School health nurses are helping support the pandemic response.</li> <li>• Dr. Humbaugh invited Jessica Cobb to share about continuity of operations in the community health division. Jessica Cobb said restaurants would begin reopening, with limited seating, beginning on May 22. We are working with the state health department for guidance on how to determine the allowed seating capacity. We will promote social distancing and the use of masks. Our staff will be visiting all of our restaurants as they reopen, using a survey inspection to determine if they are following the reopening guidance. The Community Health Equity and Education (CHEE) staff are teleworking. They are able to provide classes virtually. Some staff are helping with epidemiology case investigations and contact tracing. The infectious disease staff are working on reportable disease reports, including COVID-19. Vital statistics continues to receive birth certificates and to transmit them to the state office. The HANDS program is not doing home visits currently. They are having one virtual visit per week with families and assisting with pandemic response.</li> </ul>

	<ul style="list-style-type: none"> <li>• Justin Bullock has joined LFCHD staff as an epidemiologist. Jennifer Patterson was selected as the executive assistant for community health. Erin Kelley was promoted to environmental health specialist. Kelsey Robichaud was promoted to the public health planner position.</li> <li>• As of today, we are reporting 411 COVID-19 cases. Nearly one-third of our cases are in inmates at the Federal Medical Center (FMC). Many of the inmates have chronic health conditions. One-third of our cases are in African-American residents, which is disproportionately high. Around 10% of cases are in Hispanic residents. We are reporting the first death among FMC inmates.</li> <li>• Walgreens and Kroger are doing drive-thru testing, which have resulted in a few new cases each week. Only a small number of people are testing positive. Many positive results are in healthcare workers and those in close contact with other identified positive cases.</li> <li>• We are recommending all staff working at FMC be tested for COVID-19.</li> <li>• We are operating a limited-capacity at-home testing program. The program is designed to provide testing for people who are unable to travel to a testing site. We are able to provide several tests each day. We have had one positive case identified through the program.</li> <li>• In the near term, we will have a phased reopening. Environmental staff will likely be responding to complaints from the public, especially about businesses we regulate. Efforts of contact tracers will be modified to fit the local community. In Fayette County, Spanish-speaking contact tracers will be needed.</li> <li>• Dr. Humbaugh shared appreciation for the staff. They have done very well at adapting to the new and changing situation brought on by the pandemic. Our talented staff are able to fill important new roles that may be dissimilar to their regular role. He encouraged everyone to continue to “cheer on” the good work of our staff.</li> </ul>
Committee Reports	<ul style="list-style-type: none"> <li>• Executive: K. Allen-Bryant reported the committee discussed the pandemic and the response of the health department. A few policy modifications due to the response were discussed.</li> <li>• Finance: C. Kay presented the finance committee report. In March, accounting and finance reported a year-to-date (YTD) surplus of \$5.57 million, compared to a budgeted surplus of \$4.24 million. YTD revenues were 104% of plan, while expenses were at 94% of plan. Current cash account balances of \$22.41 million were up from \$18.76 million year-over-year.</li> <li>• Through the month of April, we have spent \$527 thousand in expenses related to pandemic response. Around 70% was for staff time. The number does not include \$111 thousand of earned comp time. We pay up to 335 hours of comp time at the rate of 1.5 times the hourly rate for every hour over 40 hours per week. We are modifying the cap to a rate of 1.0 between 300 and 500 hours. We also approved an incentive pay differential for staff who are client-facing and/or who work in public spaces. We are also providing a differential to nurses who are serving patients one-on-one. We project these differentials will cost up to \$25 thousand dollars through the end of the fiscal year. We will revisit these policies as that time.</li> <li>• We have not yet received funds from FEMA for pandemic response. We are completing all necessary documents to be eligible to receive allocated funds. We are tracking all response-related expenses.</li> <li>• Our preliminary allocations for FY2021 were received. Due to public health</li> </ul>

	<p>transformation, we are receiving less funding. The Lexington-Fayette County Health Department (LFCHD) budget is due to the state June 12. It will be presented to the Board of Health at the June meeting. Our Kentucky Retirement System contribution rate is unchanged for FY2021.</p> <ul style="list-style-type: none"> <li>• Marketing and Branding: S. Roberts Pierre offered kudos to Dr. Humbaugh on his excellent radio and television interviews. She also thanked K. Allen-Bryant for her engagement with the public during this time. She thanked the department for doing culturally appropriate outreach. She thanked K. Hall for his leadership.</li> <li>• Nominating/Bylaws: No report.</li> <li>• Program Outcomes/Evaluation: No report.</li> <li>• Policy Policy/Protocol: No report.</li> </ul>
Communications Report	<ul style="list-style-type: none"> <li>• K. Hall presented the communications report. He thanked S. Roberts Pierre for recognizing that the entire department has been engaged in communication efforts. We have been working with a group of pastors to discuss opportunities to expand at-home testing in their communities. Ruben Perez has been appearing on media to share information in Spanish. We continue to emphasize guidelines from the CDC and the governor, including the use of masks. Councilmember Reynolds thanked the department for reaching out to vulnerable populations.</li> </ul>
Open Comment	<ul style="list-style-type: none"> <li>• None Presented</li> </ul>
Adjournment	<ul style="list-style-type: none"> <li>• Mr. Friesen made a motion to adjourn. Mr. Jabbour seconded the motion. The motion passed unanimously. The meeting adjourned at 7:16 p.m.</li> </ul>



Kacy Allen-Bryant, Chairperson



Kraig E. Humbaugh, MD, MPH, Secretary

June 8, 2020