



# MEETING MINUTES

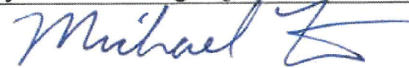
Board of Health Meeting  
Video Teleconference  
January 11, 2021  
5:45 p.m.

	<p><b>BOARD MEMBERS PRESENT:</b> Ms. Allen-Bryant, Mr. Cornett, Dr. Dossett, Commissioner Ford, Mr. Friesen, Mr. Jabbour, Dr. Jackson, Dr. Jasinski, Dr. Mason, Dr. Moore, Councilmember Reynolds, and Dr. Zimmerman.</p> <p><b>OTHERS PRESENT:</b> Dr. Humbaugh, LFCHD Staff, LFCHD Council.</p>
TOPIC	DISCUSSION
Call to Order	<ul style="list-style-type: none"> <li>Mr. Friesen called the meeting to order at 5:52 p.m.</li> </ul>
Roll Call	<ul style="list-style-type: none"> <li>Ms. Foley called the roll. A quorum was declared.</li> </ul>
Request for Approval of the December 14, 2020 Minutes	<ul style="list-style-type: none"> <li>Dr. Mason made a motion to approve the December 14, 2020 minutes. Dr. Moore seconded the motion. The motion passed unanimously.</li> </ul>
Request for Proposal	<ul style="list-style-type: none"> <li>Mr. Friesen said the Board of Health (BOH) ad hoc committee evaluated the bids for the Request for Proposal (RFP) to hire a firm to recruit candidates for the position of Commissioner of Health. The committee recommended accepting the bid from McNamara Search Associates (MSA). Ms. Allen-Bryant made a motion that the Lexington-Fayette Urban County Board of Health accept the bid from McNamara Search Associates. Mr. Cornett seconded the motion.</li> <li><i>Discussion:</i> Mr. Friesen said one reason the committee made the recommendation was excellent past performance. MSA was the recruiting firm the Lexington-Fayette County Health Department (LFCHD) used to recruit the current commissioner and committee members reported good experiences with MSA during that process. MSA has a specialized service in executive search. Mr. Cornett said MSA focuses their business on recruiting executives, which was an important factor in presenting a recommendation. Dr. Jackson said the MSA bid made the true cost of the contract clear. Dr. Mason said she did not support the recommendation of the ad hoc committee because the RFP did not have a grading scale and that our recommendation was based largely on previous experience. She had concerns about the informational details the ad hoc committee discussed in their meetings. She recommended we put the RFP back out to bid for seven days. Councilmember Reynolds requested a description of the process the committee followed in making their decision. Mr. Friesen said an RFP</li> </ul>

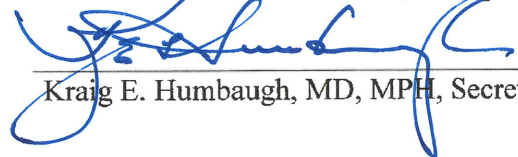
	<p>was completed and two bids were received. Past performance played a role in the recommendation, following direct comparison of the bids. References were contacted and consulted. Mr. Cornett said McNamara Search Associates has a strong focus on executive recruitment, which was key to the decision. Jason Ams, LFCHD legal council, said the health department is not subject to 45A requirements in selecting a bid. Applicable statute and regulations specify we select the “lowest and best” bid. Publishing requirements were followed, ensuring the process was open. Mr. Ams said if the bid is reissued, it would have to be open a minimum of seven days after the new publication date. Cara Kay said this bid process followed normal LFCHD practice and that bids are opened and discussed in meeting and that board meetings are public. Mr. Ams said the goal was to make the process as transparent as possible. Commissioner Ford said the appointment of the next commissioner is one of the most important tasks of the Board of Health and we want to ensure we follow the best practices and processes in the selection of a candidate. Dr. Moore said the RFP included language that indicated the board “will consider any and all criteria it deems appropriate, including, without limitation, cost and experience of the applicant”.</p> <ul style="list-style-type: none"> <li>• Mr. Friesen called for the vote of the motion on the floor. Ms. Allen-Bryant, Mr. Cornett, Dr. Dossett, Mr. Friesen, Dr. Jackson, Dr. Moore, Councilmember Reynolds, and Dr. Zimmerman voted yay. Mr. Jabbour, Dr. Jasinski, and Dr. Mason voted nay. The motion passed. Board members who voted yay shared their reason(s) for their vote: <ul style="list-style-type: none"> <li>➤ Ms. Allen-Bryant: previous experience with executive search.</li> <li>➤ Mr. Cornett: chosen firm had a higher degree of specialization in executive recruitment.</li> <li>➤ Dr. Dossett: prior experience.</li> <li>➤ Mr. Friesen: past experience in the previous commissioner search.</li> <li>➤ Dr. Jackson: previous experience in the last commissioner search.</li> <li>➤ Dr. Moore: prior experience.</li> <li>➤ Councilmember Reynolds: previous experience that was positive.</li> <li>➤ Dr. Zimmerman: previous experience in the commissioner search.</li> </ul> </li> </ul>
Commissioner’s Report	<ul style="list-style-type: none"> <li>• Dr. Humbaugh presented the Commissioner’s Report. He thanked LFCHD staff for their continuing good work during the response. We received our first doses of COVID-19 vaccine on December 21 and held our first vaccination clinic less than 48 hours later--two days before Christmas. Staff have been working on the response for ten months now, with little time away. The staff have done all we’ve asked, without complaint. We, as a community, owe them a debt of gratitude.</li> <li>• There are some who devalue our efforts. The building at 650 Newtown Pike was vandalized in December.</li> <li>• The next two to three months will be very challenging until vaccine becomes widely available. We are receiving limited quantities of the Moderna vaccine. It arrives in ten-dose vials. When opened, all doses must then be given within six hours. The Moderna product is a two-dose series, with a minimum of 28 days between doses. Clinical trials</li> </ul>

	<p>have shown more side effects following the second dose. We are vaccinating phase 1A, which includes public-facing healthcare workers. We estimate 7% of Lexington's population falls in this category. Around half have received their first dose. Counties with smaller populations may move to other phases more quickly. There are few providers at this time, though we anticipate community partners becoming vaccine providers in the near future.</p> <ul style="list-style-type: none"> <li>• There have been more than 25,000 reported cases of COVID-19 in Lexington since the pandemic began. Over 140 contractors continue to help us during the response. The state announced it will no longer fund local contractors after February 1. We are looking at contracting directly with the agencies that provide these contractors. We continue to migrate to the state electronic tracing system. The goal is to be migrated by January 25. We continue to partner closely with the city to provide drive-thru and mobile testing units in Lexington. We continue to operate our at-home testing program, though grant funding will end this month and the program may not be able to continue in its current form.</li> <li>• Dr. Humbaugh congratulated staff for their good work on reaccreditation which culminated in a virtual site visit on January 8. The reviewers shared complimentary comments at the conclusion of the visit. Our request to be reaccredited may be considered by the Public Health Accreditation Board at their February meeting.</li> <li>• Clinic renovations continue. There were some delays due to material availability. Renovations may be completed by mid-February. The RFP for the generator for 650 Newtown Pike was completed and a winning bid selected. We are hoping the new generator will be in place by Spring.</li> </ul>
Committee Reports	<ul style="list-style-type: none"> <li>• Executive: Mr. Friesen reported the committee met and discussed the topics Dr. Humbaugh shared in his report.</li> <li>• Finance: Mr. Cornett introduced Cara Kay to present the Finance Committee report. Ms. Kay reported a deficit of \$130 thousand compared to a budgeted surplus of \$2.85 million. Year-to-date revenues were 64% of plan while operating expenses were 91% of plan. Cash account balances of \$21.98 million were up from \$21.36 million this time last year. \$2.5 million in CARES Act reimbursements were received in November. In the COVID-19 response, response-to-date we have received \$3.4 million and spent \$3.8 million for a net loss of \$416 thousand. Our contractors participating in the response will need to be paid with department funding starting in February, though we anticipate potential reimbursements for these expenses. The legislature is in session and will pass an annual budget. The governor has issued his proposed budget. His budget recommends health department retirement contributions be assigned a fixed rate and that the general fund provide \$8 million to public health to subsidize the associated increase in costs. \$12 million is budgeted to public health for epidemiology and clinical services. The Board of Health will vote on whether or not LFCHD will continue to remain in the retirement system in April.</li> </ul>

	<ul style="list-style-type: none"> <li>• Marketing and Branding: No report.</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>• Kevin Hall presented the Communications Report. The Marketing and Branding committee had its first meeting since Dr. Moore joined the committee. We sent messages about our vaccine notification system for healthcare workers. Healthcare workers can sign up to be notified when vaccine appointments are available. In the first three hours of the link being open, we had 1,340 people sign up. Those attending vaccine clinics have had positive comments about the efficiency of the clinics and LFCHD staff. Dr. Humbaugh is the co-chair of the city vaccine task force and LFCHD staff are serving on all related subcommittees. Communication efforts will focus on encouraging all to receive vaccine. Mr. Hall noted during the last Board of Health meeting, a person needed information and our staff promptly responded and assisted the person—this was a good example of the great work LFCHD staff are doing.</li> </ul>
Open Comment	<ul style="list-style-type: none"> <li>• Ms. Allen-Bryant said she has received very positive comments on the work of LFCHD disease investigators and contact tracers and wanted to recognize the great work staff are doing.</li> </ul>
Adjournment	<ul style="list-style-type: none"> <li>• Mr. Friesen requested a motion to adjourn. Ms. Allen-Bryant made a motion to adjourn. Councilmember Reynolds seconded the motion. The motion passed unanimously. The meeting adjourned at 7:24 p.m.</li> </ul>



Michael Friesen, Chairperson



Kraig E. Humbaugh, MD, MPH, Secretary