



MEETING MINUTES



Board of Health Meeting
 650 Newtown Pike
 July 10, 2023
 5:45 p.m.

ATTENDANCE	BOARD MEMBERS PRESENT: Commissioner Kacy Allen-Bryant, Mr. Mike Friesen, Dr. Maria Gomez, Dr. Gregory Hood, Dr. Rodney Jackson, and Dr. Elizabeth Riley. OTHERS PRESENT: LFCHD Staff, LFCHD Counsel.
TOPIC	DISCUSSION
Call to Order	<ul style="list-style-type: none"> • Dr. Jackson called the meeting to order at 5:47 p.m.
Roll Call	<ul style="list-style-type: none"> • Ms. Foley called the roll. Attendance was as recorded above. Dr. Dossett, Mr. Jabbour, Dr. Mason, and Councilmember Reynolds were excused. A quorum was not present.
Request for Approval: June 12, 2023 Minutes	<ul style="list-style-type: none"> • The June 12, 2023 Board of Health (BOH) meeting minutes were tabled, due to lack of quorum.
Community Health Assessment (CHA) Update Presentation	<ul style="list-style-type: none"> • Jeanette Hart, LFCHD Quality Manager, presented an update on the Community Health Assessment (CHA). The assessment is a tool that helps us identify the public health needs of the community. The CHA helps us develop a Community Health Improvement Plan (CHIP), which defines strategies and plan to address priorities uncovered in the CHA. The Lexington-Fayette County Health Department (LFCHD) completes a new CHA/CHIP every five years. The CHA/CHIP is a living document, revised as new priorities or strategies are identified. The document allows us to have data-driven decisions, community engagement and collaboration, and to monitor progress. Challenges include data availability and reliability, limited resources, engaging diverse populations, and sustaining interventions. For the most recent CHA, 700 completed surveys were received and analyzed by epidemiologists. Top health issues identified included behavioral/physical health, chronic conditions, and infectious disease. Lex-CHIP and the steering committee selected behavioral health as the primary focus going forward. A software program called <i>PhotoVoice</i> was introduced as a tool the group will use to tell the story of our community and the challenges we face. Examples of how the program may be used was shared. Attendees were invited to attend upcoming meetings for the <i>PhotoVoice</i> initiative and the next Lex-CHIP quarterly meeting. J. Hart was selected for the next Leadership Lexington cohort through <i>Commerce Lexington</i>. Congratulations were shared.

Interim Chief
Administrative Officer
(CAO) Report

- Jack Cornett, interim LFCHD CAO, presented the report. He thanked Jeanette and Christy for the important work they are doing. The CHA will help us put our strategic plan together, which we may want to start developing it this year. Mr. Cornett welcomed Dr. Soma Dutta, a new medical resident from UK, to the department. He also thanked our epidemiologists and our Environmental Health (EH) staff for rapid response to an exposure to a bat with rabies. We also responded to several report of legionellosis, commonly referred to as Legionnaires' disease. We have worked with case and locations affected to protect the community.
- We have announced a 5% COLA increase for LFCHD staff, which HR is implementing. HR is also assisting with development of a revised salary program and is coordinating our response to the staff engagement survey completed this spring, which will include creating action plans. All staff will participate in discussing issues and potential solutions.
- Some infectious disease cases continue to occur at stable levels, while others are decreasing in frequency. There is no official plan for Covid-19 vaccinations for the fall at this time. The harm reduction program picked up slightly over the month, returning to pre-Covid levels.
- School health staff are preparing for the return to school. One of our challenges is recruiting and retaining school health nurses. Fayette County Public Schools has forwarded an amendment to add 7.5 FTE nurses to the program for the new school year.
- Nancy Hiner, our diabetes specialist, completed a remote diabetes education program. The successful program was held remotely and in partnership with Lincoln County Health Department.
- Over 100 staff members completed biometric screening this spring.
- LFCHD has 166 policies. More than half need revisions. The officers are meeting weekly to work through the policies. We have ordered a policy management software called *DocTract* to assist in this effort.
- EH completed around 15,000 inspections over the past year. LFCHD has twelve inspectors. We are reviewing the inspection process and plan to present on the subject at the September 11 Board of Health meeting. We have made some changes to the website to make it easier for new food vendors to understand requirements, including references Kentucky statutes and federal regulations that apply to food service. We are also reviewing the training program for inspectors. A motion passed at the last board meeting to request the executive committee consider adding inspections to the monthly Board of Health meeting agenda. The committee met this week and discussed the recommendation. They decided not to add the topic to the monthly agenda at this time.
- Staff are interested in the LFCHD salary program. We are working on the plan and will present it at the August finance committee and Board of Health meetings. Commissioner Allen-Bryant said she appreciates all the work staff do and said we should not make snap judgments based on a few complaints. She appreciates the time Jessica Cobb and her staff are spending on this.

Committee Reports	<ul style="list-style-type: none"> • Executive: Dr. Jackson indicated committee topics were covered in the interim chief administrative officer's report. • Finance: Mr. Friesen introduced Cara Kay to present the report. Ms. Kay reported the tax rate resolution will be brought to the board next month with a request for approval. LFCHD finances for May, including a surplus of \$5.1M compared to a budgeted surplus of \$1.4M. Year-to-date revenues were 105% of plan, while operating expenses were 89% of plan. Current cash account balances of \$39M were up from \$34M this time last year. As of June 30, approximately \$21M of unrestricted cash had been invested in treasuries and CDs. We may request our investors speak at the next Board of Health retreat. We are meeting tomorrow with our architect to review options an RFP. We renewed legal services contract with Dentons. We are close to finishing the physical records move to the new vendor. C. Kay thanked Linda Maturo for helping with the process. Matthew Bone is working with Dr. Hood and Mr. Jabbour regarding development of an Electronic Health Record (EHR) for LFCHD. • Marketing and Branding: Kevin Hall reported LFCHD Communications focused on Pride Month in June. We participated in media interviews about Legionnaires' disease. The issue of rabid bats comes up regularly and he noted that anytime you see a bat during the day, it is likely rabid. Today was the first day for our new LFCHD Communications Generalist, Victoria Rusk. • Nominating and Bylaws: No report. • Policy and Protocol: No report. • Program Outcomes and Evaluation: No report. • Ad Hoc Search Committee: No report.
Public Comment	<ul style="list-style-type: none"> • Dr. Jackson opened the floor for public comments. None were presented.
Adjournment	<ul style="list-style-type: none"> • Dr. Jackson requested a motion to adjourn. Dr. Hood made a motion to adjourn. Mr. Friesen seconded the motion. The motion passed unanimously. The meeting adjourned at 6:40 p.m.


 Rodney A. Jackson, DMD, Chairperson
Leah Mason on behalf of Chair

 Jack Cornett, Interim Secretary