



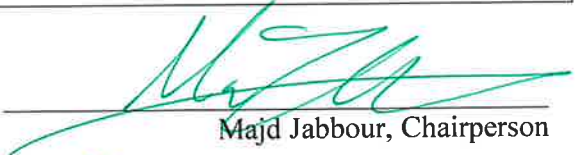
MEETING MINUTES

Board of Health Meeting
650 Newtown Pike and via video teleconference
July 14, 2025
5:45 p.m.

ATTENDANCE	BOARD MEMBERS PRESENT: Dr. Andrea Banks, Commissioner Kacy Allen-Bryant, Dr. Amanda Fallin-Bennett, Dr. Maria Gomez, Mr. Majd Jabbour, Dr. Rodney Jackson, Dr. Christine Ko, Dr. Leah Mason, Dr. Shawn Milburn, Dr. Elizabeth Riley, Dr. Basel Touchan, and Mr. Joseph Warren. OTHERS PRESENT: Dr. Crystal Miller, legal counsel, LFCHD Staff.
TOPIC	DISCUSSION
Call to Order	<ul style="list-style-type: none"> Mr. Jabbour called the meeting to order at 5:54 p.m.
Roll Call	<ul style="list-style-type: none"> Ms. Foley called the roll. Councilmember Reynolds was excused. Attendance was as recorded above. Mr. Jabbour welcomed new board members. All members introduced themselves.
Request for Approval: June 9, 2025 Minutes	<ul style="list-style-type: none"> The June 9, 2025 Board of Health (BOH) meeting minutes were considered. Commissioner Allen-Bryant made a motion to approve the minutes. Dr. Mason seconded the motion. The motion passed unanimously. The minutes were approved.
A Day in the Life of an Executive Assistant	<ul style="list-style-type: none"> Laura Foley, Lexington-Fayette County Health Department (LFCHD) Executive Assistant (EA) to the Commissioner of Health presented a “day in the life” of an EA.
Commissioner of Health Report	<ul style="list-style-type: none"> Dr. Miller shared a Commissioner of Health (COH) report. The first three weeks have been inspiring and overwhelming. We have gained ground. She has a lot of energy behind efforts internally and working with the board. She thanked Dr. Davis who has been by her side as she onboarded. In the first week, she participated in a CARES Values Promotion meeting which Ms. Foley led, along with a number of meetings. She is examining meeting frequency. She is pleased with the level of talent in the department, particularly with our infectious disease response team. In three weeks we have gained ground in moving relationships forward, particularly with the officer group. She will have 20 minute meetings with every member of staff. She discussed the importance of a solid internal culture and that is one of her top priorities is building out a strong internal culture, removing silos and operating as agency first in all decisions. She is very strong on business operations, and looks through a lens of efficiency and data driven decisions. The officers have been helpful in sharing about their programs and have been open to change. She wants us to be seen internally and externally as very professional. Mr. Jabbour shared his agreement and that he also sees opportunities for becoming more efficient. Dr. Miller noted there have been some structural changes. She noted both the communications and compliance officer positions were vacant

	<p>upon her arrival. Staff who had been under those officers have been moved to report to different leaders. She is reviewing the possibility of filling the compliance officer position. Dr. Davis shared that Dr. Miller would make that decision after further consideration. He said he moved the communications staff to report to the IT officer, since the two areas so frequently collaborate. He said the compliance officer staff have community health partnerships as a strength, so they were moved to the community health division. Mr. Jabbour noted Dr. Davis served as our interim commissioner since October and has been our medical director since 2021. He will continue to work with Dr. Miller during this onboarding period. Dr. Gomez noted she had been receiving regular reports on communications and would like that to continue, including the committee. Dr. Miller said we will work on that. Dr. Miller discussed finding the right path to sharing things like events with the board members. She will share information with the board and their input on what is helpful is definitely needed.</p>
Committee Reports	<ul style="list-style-type: none"> • Executive: No report. • Finance: Cara Kay introduced herself and reported finances for May 2025. We saw a \$2.50M surplus on a budgeted surplus of \$1.06M. Revenues were 101% of plan, while expenses were 96% of plan. Cash and investments totaled \$46.03M, compared to \$43.84M this time last year. Unrestricted cash investments in treasuries and CDs totaled \$28.00M. The LFCHD \$61M pension liability was not reflected in these numbers. There may be additional projects we will consider while the renovation team is still working in the health department. We completed an RFP for an external auditor and retained the same auditor we used last year. She said we've done salary surveys the last three years. As part of FY26 budget, we raised the minimum hiring rate to \$20 per hour. Our pension liability is almost \$70M. Mr. Jabbour appointed Mr. Warren chair of the finance committee. Mr. Warren graciously accepted. Dr. Miller asked members to be thinking about things they would like on the agenda for the fall board retreat. • Marketing and Branding: No report. • Nominating and Bylaws: Dr. Mason shared we are working on bylaws revision. The board noted Dr. Miller, as commissioner, is also to serve as board secretary. • Policy and Protocol: No report. • Program Outcomes and Evaluation: Dr. Ko noted Ms. Foley prepared a list of programs and services, community participation, and how programs tie in the strategic goals that the committee reviewed. She said we will be reviewing the numbers on a quarterly basis. We will be sharing this information with the full board later this year. Dr. Miller said she is working with officers on reporting and although this will take time, we hope to streamline it in a way that helps drive decisions internally and also keeps the board informed at the level they need programmatic information that is helpful. We will develop metrics we utilize to become more productive.
Public Comment	<ul style="list-style-type: none"> • Mr. Jabbour opened the floor for public comments. • Commissioner Allen-Bryant made a motion for the Board of Health to move into closed session per KRS 61.810 (1) for discussions which might lead to the appointment, discipline, or dismissal of an employee, member, or student and that Dr. Steve Davis also be allowed to join. Dr. Mason seconded the motion. The motion passed unanimously. The board entered closed session at 7:17

	p.m. The board exited closed session. No action was taken in closed session. Dr. Miller noted she revised the current telework policy and asked that the board approve. Dr. Riley made a motion to approve the revised telework policy. Dr. Jackson seconded the motion. The motion passed unanimously.
Adjournment	<ul style="list-style-type: none"> Mr. Jabbour adjourned the meeting.


Majd Jabbour, Chairperson


Crystal Miller, Secretary