

Pikeville Clinic

119 River Drive
Pikeville, KY 41501

Phone: 606-437-5500

Fax: 606-437-0873

www.pikecountyhealth.com



Belfry Clinic

25320 U.S. Highway 119 N.,
Suite 101
P.O. Box 854
Belfry, KY 41514

Phone: 606-353-7210

Fax: 606-353-6818

Pike County Board of Health Minutes

September 10, 2024

MEMBERS PRESENT:

Diana Thacker, Fiscal Court Appointee
Williams Spears, Judge Exec. Proxy
Traci Thornsbury, APRN via Zoom
Billy Rowe, RPh
Debra Huffman, Consumer
Mark Reed, MD via Zoom
Randall Taylor, Engineer via Zoom

MEMBERS NOT PRESENT:

Laura Paula Jones, DO
Joey Collins, DVM, Chairman
Mary Ann Belcher, OD
Paul Maynard, MD via Zoom
Aaron Stanley, DMD Via Zoom

OTHERS PRESENT:

Tammy Riley, Public Health Director
Jim Cecil, Dir. of Administrative Services
Mary Hall, Staff
Rebecca Williams, Staff
Lisa Wilcox, Staff
Delana Gilliam, Staff

"Leading our Community in Prevention"

Call to Order

Ms. Diana Thacker called the meeting to order at 6:02 pm.

Roll Call

Ms. Diana Thacker called roll and noted the Board of Health had a quorum. Diana Thacker, William Spears, Traci Thornsbury, Mark Reed, Billy Rowe, Debbie Huffman, and Randall Taylor were present.

Adoption of Agenda

A motion was made by Billy Rowe to accept the agenda and a second was made by Debbie Huffman. The motion carried unanimously.

Approval of June 11, 2024, Minutes

A motion was made by Mrs. Debbie Huffman to approve the June 11, 2024, meeting minutes, and a second was made by William Spears. The motion carried unanimously.

Financial and Budget Reports

Jim Cecil, Director of Administrative Services, provided the financial and budget update reports.

Included is a copy of the updated Pike County Public Health Taxing District's account balances as of 9/10/24. Since the information was mailed last week, we received a couple of small checks from the Sheriff's office for taxes collected in August and these amounts are reflected in the updated totals. We haven't received the bank statements yet, so additional interest will also be credited at that time.

Included is a listing of the expenditures that have been paid since the June board meeting. The expenditures paid total \$903,119.00, which represents the final transfer to the Health Department for FY23-24, a refund issued to the Pike County Sheriff based on their annual audit, the yearly SPGE registration fee paid to the state, and the first transfer to the Health Department for FY24-25. After reviewing, I request a motion to approve the expenditures as presented.

A motion was made by Billy Rowe to approve the expenditures as presented, and a second was made by Diana Thacker. The motion was carried unanimously.

Also included is a copy of the Year End Public Health Taxing District Account Balances as of 6/30/24. For FY23-24, the Taxing District ended the year with \$9,172,078.78 in the bank, which is an increase of \$953,602.24 in comparison to the balance at the beginning of the year.

The 12-month certificates of deposit with LPL Financial will be maturing at the end of October and the first of November. At that time, we are expecting a significant interest payment of around \$198,000 added to the account. Included is a listing of the CDs along with each one's maturity date. The market

rates available are in the 4.25% to 4.5% range with LPL, and this could fluctuate higher or lower until the maturity date.

Community Trust Bank has made an offer that was received earlier today of 4.5% for 12 months that includes securitization on the full amount. Since this will lock in the rate, we recommend approving the renewal of the certificates of deposit and accepting this offer from Community Trust Bank. The funding will be an easy transfer since LPL is the financial investing arm of Community Trust Bank.

A motion was made by Billy Rowe to accept the offer to renew the C.D.'s with Community Trust Bank at 4.5% for twelve months. The second was made by William Spears. The motion carried unanimously.

PIKE COUNTY HEALTH DEPARTMENT - FY23-24 FINAL REVENUE AND EXPENSE REPORTS

Typically, each year in the September meeting, a final report for the Health Department is presented comparing the revenues and expenditures to the prior year along with a summary. At this time, neither our FY24-25 Budget, nor our FY23-24 Closeout has been approved. At that time the closeout is approved, hopefully by the December meeting, we will provide the FY23-24 year-end report.

To provide an updated current picture of our continued overall positive financial position based on the information that is available, the Statement of Changes in Fund Balances report is included. This report reflects the net increases and decreases created during the closeout process in the various Health Department fund balances along with the net increase in the Public Health Taxing District. This report shows that overall, there was a significant positive increase of \$1,265,694.88 cumulatively at the conclusion of the fiscal year ending June 30, 2024. Again, this is subject to approval of the closeout process. We do not anticipate any changes in the Public Health Taxing District totals, but there is the possibility of changes in the Health Department information based on some changes in how some items are recognized and recorded in comparison to prior years.

AUDIT

The fieldwork for the financial audits of the health department and taxing district for FY23-24 was started on Monday. The final written audit report is due by the end of October and will be presented at a future board meeting.

Mrs. Riley interjected a request for the Board of Health to consider foregoing the oral presentation by Mr. Roy Hunter, CPA, unless a finding is noted in the report.

Ms. Diana Thacker made a motion to waive the oral report from Mr. Hunter, CPA, on the annual report with a continued review of the written report unless a finding is noted in the written report. Debbie Huffman made a second. Billy Rowe requested a discussion. Billy Rowe stated that having an oral presentation provided full transparency to the public. The Board of Health membership agreed, and after discussion, the consensus was to continue the annual audit report by Mr. Roy Hunter in an oral presentation as well as the written report.

HEALTH DEPARTMENT FY24-25 REVENUE AND EXPENSE REPORTS

Due to the implementation and transition to the new financial and personnel system on July 1st, there continues to be glitches and problems that Deloitte and the Department of Public Health are in the process of resolving. Because of these issues, at this time the financial reporting is unavailable to provide reliable information. We are closely monitoring our Health Department operating bank account balance daily to insure proper amounts are on hand and this is the primary reason that the first transfer was recently made. Mr. Cecil thanked the Board of Health membership for their time and attention.

Program and Grants Update

Mrs. Riley provided the board with an update on programs and services being offered at the Pike County Health Department. With Board of Health meetings scheduled on a quarterly basis and limited time to cover the array of programs and services we offer at the Pike County Health Department, I wanted to provide a condensed but thorough program update for membership.

The HANDS program had an additional retirement this year, and with decreasing enrollments statewide since COVID-19, I replaced the position with a full-time assessment specialist. An assessment specialist is required to have a degree in one of a few designated areas of study and will focus on family assessment and enrollment. The leadership in HANDS has been restructured to streamline supervisory and management duties. Paula Compton is now classified as HANDS Manager. The Bright Smiles program started the school year with double the staffing compared to the beginning of the previous year. The increase in staffing was funded through a state grant which was referenced in our previous meeting update. Clinic continues to utilize same day scheduling which has proven successful and reduced no-show appointments. An HIV grant in the amount of \$121,895, obtained through the Division of Epidemiology and Health Planning, awarded to Floyd, Martin and Pike Counties as subrecipients, will assist with increased services, testing, and availability of PrEP in Pike County. We are working with Martin and Floyd County Health Departments to launch a shared Nurse Practitioner for PrEP consideration through this new funding source. This new funding source will positively impact clinic and Harm Reduction.

School based public health nurses are provided to the Pikeville Independent School district through a revised contract for the 2024-2025 academic year. An electronic medical records program, EzEMRx, will be purchased later this fiscal year and implemented during the 2025-2026 FY. EHR will bring our clinic processes to the 21st Century and possibly assist with expanding WIC services to Phelps.

From mid-March to July, Pike County experienced a suicide cluster this year with 15 documented suicides to date. The health department is collaborating with the Department of Public Health and Department of Behavioral Health to conduct a suicide cluster investigation. I am a core member of the suicide response planning committee. The committee meets again on September 13th.

The Pike County Domestic Violence Coalition (PCDVC) and Willow's Friends, community-based outreach programs, continue to grow and find more success. Community Education provides Positive Potential, CATCH, Reducing the Risk, and N.O.T in the Pike County School District through an established contract. DPP and Freedom from Smoking continue to be offered as community-based services.

We anticipate a renewed grant to provide two (2) AmeriCorps members to work with our Harm Reduction team to expand substance use disorder outreach again this year. The Harm Reduction team provides mobile outreach to those impacted by substance use disorder (SUD), one of the most vulnerable populations in our county. Harm Reduction provides Narcan, syringe service exchange, HCV/HIV rapid testing, education, and referral to treatment. Harm Reduction works closely with first responders to ensure they have access to Narcan and resources for the SUD community. Harm Reduction provides education and Narcan to any resident of Pike County upon request, and through an Opioid Abatement Grant, funded through KHDA, Harm Reduction will launch a leave behind program with Narcan and education packets provided to first responders to leave with those who have called 911 for a possible overdose but refuse to be transported to a hospital upon first responder arrival.

The environmental team is seasoned with two staff members who are expected to retire before the end of the fiscal year. Two new hires in the environmental department have been secured and both individuals, Thess Trivette and Connor Lykens, have successfully passed the R.S. exam and shadowing program as required by the Department of Public Health. The exam is not an easy task, and the guidance of Jackie Cole, Environmental Director, was instrumental in their success.

The Phelps project is underway, and we obtained a purchase option agreement for property to complete the project cost analysis from Jigsaw. I have been in regular contact with Rusty Justice with Jigsaw, and a cost analysis with a design should be ready for presentation by the December BOH meeting. Jigsaw will be in attendance for the presentation. The public health dental clinic, a collaboration with the Tanner College of Dental Medicine, is projected to launch mid-fall. The building renovations should be finished before our next quarterly BOH meeting. Once interior building renovations are completed and the dental clinic is launched, I plan to announce an open house and ribbon cutting ceremony.

From a personnel perspective, Workday has launched successfully, and all personnel processes are now online. All staff members have access and submit their timesheets, self-evaluations, requisitions, time-off, and expense reports through Workday. Financial and budgetary reporting remains in transition. Finally, the five-year Community Health Assessment and Community Health Improvement Plan (CHA/CHIP) has been published. The designated committee will continue to develop and implement the improvement plan.

This update is not exhaustive; however, I wanted to feature a few of our recent accomplishments. If you have any questions or concerns, please let me know. The staff and administration of the health department greatly appreciate the support and dedication you provide to public health.

Old Business

Mrs. Riley updated membership on the Phelps project. Discussions occurred earlier today with Rusty Justice of Jigsaw. A property purchase option has been obtained to complete the project cost analysis, and a presentation on the project is scheduled for the December project meeting. A meeting and tour of the Dental Unit, a potential dental provider for the unit, occurred earlier today with Dr. Heaton, D.D. of Tanner College of Dentistry. A meeting option for launch. The interior building remodel is expected to be completed mid-November.

Personnel

Mrs. Riley requested a closed executive session for discussion of personnel and legal.

A motion was made by Debbie Huffman at 6:38 pm for the Board to move into executive session, and a second was made by William Spears. The motion carried unanimously.

Return from Executive Session

A motion was made by Debbie Huffman at 7:05 pm to return to the Board from executive session with a second made by William Spears. The motion carried unanimously.

Ms. Diana Thacker announced that on a motion made by herself with a second by Billy Rowe, the Board of Health approved an 8% lump sum, non-reoccurring payment to all eligible employees contingent upon approval of 769 special project funding allocation, with a second made by Billy Rowe. The motion carried unanimously.

New Business

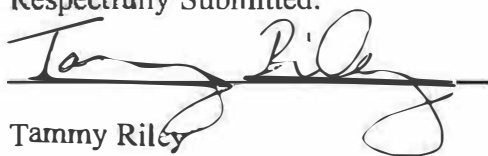
No new business was brought to the Board of Health.

Adjourn


A motion was made by Billy Rowe to adjourn and a second was made by Debbie Huffman. The motion carried unanimously.

The meeting adjourned at 7:09 pm. The next scheduled meeting is set for December 10, 2024, at 6:00 pm.

Respectfully Submitted:



Tammy Riley
Public Health Director II
Secretary to Board



Joey Collins, DVM
Chairman of the Board