

Pikeville Clinic

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Pike County Board of Health Minutes

June 11, 2024

MEMBERS PRESENT:

Diana Thacker, Fiscal Court Appointee
Williams Spears, Judge Exec. Proxy Zoom
Mary Ann Belcher, OD Zoom
Paul Maynard, MD via Zoom
Billy Rowe, RPh
Aaron Stanley, DMD
Debra Huffman, Lay Person
Randall Taylor, Engineer
Traci Thornsby, APRN via Zoom

MEMBERS NOT PRESENT:

Laura Paula Jones, DO
Mark Reed, MD
Joey Collins, DVM, Chairman

OTHERS PRESENT:

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

"Leading our Community in Prevention"

Call to Order

Diana Thacker called the meeting to order at 6:05 pm. Roll call was completed, and it was noted that a quorum was present.

Adoption of Agenda

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

Approval of December 12, 2023, Minutes

A motion was made by Williams Spears to approve the March 12, 2024 meeting minutes, and a second was made by Dr. Aaron Stanley. The motion was carried unanimously.

Financial Update

PUBLIC HEALTH TAXING DISTRICT ACCOUNT BALANCES

Included is a copy of the updated Pike County Public Health Taxing District's account balances as of 6/11/24. Since the information was mailed last week, we received a couple of small checks from the Sheriff's office for taxes collected in May along with interest that was credited to our accounts.

Also included is a listing of the expenditures and disbursements that have been paid since the March board meeting. The expenditures paid total \$2,251,000, which includes the transfer to Pinnacle Bank for the new CD, payment to the CPA for the audit of the taxing district financials for FY22-23, and the second transfer to the Health Department. After reviewing, I request a motion to approve the expenditures as presented.

A motion was made by Dr. Mary Ann Belcher to approve the expenditures as presented, and a second was made by Debra Huffman. The motion was carried unanimously.

HEALTH DEPARTMENT FY23-24 REVENUE AND EXPENSE REPORTS

Included is a comparison of month end totals for May 2024 and 2023.

A quick review of the information shows an increase in total revenues of 19%. At the same time, the total expenditures have also experienced an increase of 19%. These overall increases were planned as a result of the building upgrades and additional funding received for specific programs and projects.

I am requesting one motion for the yearly closeout process concerning the Unrestricted Fund Balance. This is the same motion that is requested each year, and it is to approve the transfer of any necessary amounts from the Health Department's Unrestricted Fund Balance to cover any cost centers with year-end deficits during the closeout process. No funds are actually moved from any bank accounts. This is just strictly on paper and the way we are required to close our books for the year for presentation

purposes. An update of the closeout process will be presented at the September board meeting that will include details of any Unrestricted amounts, if any are needed, that were used during closeout.

A motion was made by Debra Huffman to approve the transfer of any necessary amounts from the Health Departments Unrestricted Fund Balance to cover any cost with year-end deficits during the closeout process, and a second was made by Aaton Stanley. The motion carried unanimously.

ALLOCATIONS

Next is a copy of our initial allocations for FY24-25 along with a comparison to FY23-24. We have an overall net increase of \$253,986. As expected, we did receive a decrease in Covid funding, but on a positive note, additional unexpected Covid funding was allocated for FY24-25. Also, specific programs received increases and decreases, which is typical of allocations each year. We did receive a large increase in the Hands allocation and will budget according to historical totals based on services. There was a decrease in the Retirement Subsidy, but this was offset by an even larger increase in our Public Health Transformation allocation.

That provides an overall summary for our FY23-24 allocations.

TAX RATE

Next is the tax rate resolution.

We are recommending that the tax rate remain at 6 cents per \$100 of assessed property value.

After reviewing, I request a motion to set the Public Health Tax Rate on all real property, personal property and motor vehicles at 6 cents per \$100 of assessed valuation.

A motion was made by Dr. Mary Ann Belcher for the Board to set the Public Health Rate on all real property, personal property, and motor vehicles at 6 cents per \$100 of assessed valuation, and a second was made by Debra Huffman. The motion carried unanimously.

TAXING DISTRICT BUDGET

Next, is the Public Health Taxing District Budget for FY24-25 along with the opening balance projection. The budgeted receipts for each category were calculated based on the average amounts received during the most recent couple of years. We did increase the projected interest income based on current rates that are being earned on the CDs and the money market checking account with Citizens Bank. This includes the 4.75% rate with Pinnacle that is locked in for 12 months, the 3% rate with Citizens Bank, and the estimated average rate of 5% upon renewal in October for the CDs with LPL Financial.

After reviewing, I request a motion to approve the Public Health Taxing District Budget for 2024-2025.

A motion was made by Billy Rowe for the board to approve the Public Health Taxing District Budget for 2024-2025, and a second was made by Debra Huffman. The motion was carried unanimously.

HEALTH DEPARTMENT BUDGET

Next is the proposed Health Department Budget for FY24-25. This budget has been submitted to the Department of Public Health for the initial financial review.

The new BARS system is set to begin in the next couple of weeks. Along with this change there are a couple of significant differences in how things will be handled beginning in the new fiscal year. This includes the renumbering of programs to align with Public Health Transformation. Along with this, the clinic staff will now be direct coding to programs. These are major financial changes compared to how we have functioned for over 30 years.

As a result of these changes and adjustments, our budget was prepared with the best information available. We are likely going to have to complete a budget cycle or two to have a clearer understanding of the overall impact.

In review of the budget, there is a decrease in overall expenditures of \$241,109. As we are moving toward the final projects in the building renovations and upgrades, the amount of capital expenditures was decreased. Also, with the reduction of funding for Covid and other programs, the other operating totals were decreased to reflect this decrease.

On the revenues side, the reduction in allocations resulted in an overall decrease that matches the expenditure totals.

To balance the budget, \$1,354,041, of local tax dollars are included, which is an increase of \$197,709, in comparison to the amount budgeted in FY23-24.

Based on all the positive financial information and the hard work that our employees have performed and to reward and encourage retention, we are recommending approval of a 5% budgeted annual increment for our staff.

The Board will also have to set the percentage for lump sum payments for annual employee evaluations. We are recommending that this percentage be set at 0%. We are also keeping the door open for other adjustments throughout the year based on funding, the continued increase in the cost of living for gas and grocery prices, and the financial landscape as we make our way through a new fiscal year.

I'm going to need a couple of motions.

I need two motions for employee increments. The first is to approve the employee annual increment.

The second motion is to approve percentages for lump sum payments for those employees that score higher on yearly evaluations.

I also request a motion to approve the Health Department Budget for FY 2024-2025.

Thank you for your time.

A motion was made by Randall Taylor to approve the employee annual increment at 5 percent, and a second was made by Paul Maynard. The motion carried unanimously.

A motion was made by Debra Huffman to set percentages for lump sum payments for those employees that score higher on yearly evaluations at 0 percent, and a second was made by Dr. Aaron Stanley. The motion was carried unanimously.

A motion was made by Billy Rowe to approve the Health Department Budget for FY 2024-2025. And a second was made by Debra Huffman. The motion carried unanimously.

Old Business / Personnel

Phelps Project

Mrs. Riley updated the Board of Health on the Phelps project. She shared information from a meeting that occurred on May 22, 2024, in the Phelps area, with JigSaw Enterprises LLC and local stakeholders from the Phelps community. Mrs. Riley also presented a PowerPoint presentation on the various community outreach projects occurring in Phelps, Kentucky. Mrs. Riley stated that more information should be available during the September Board of Health meeting.

Update on Building and Grant Projects

Ms. Riley provided the Board of Health with an update on the building, maintenance, and repairs projects that have been completed to the health departments facilities and grounds along with an anticipated timeline and list of things to be completed in the upcoming fiscal year. Ms. Riley provided pictures of the updates including flooring, paint, ceiling tile, and carpet.

Dental Clinic

Mrs. Riley provided the Board of Health with updates on the public health dental clinic. She shared pictures of the flooring, paint, office areas, and office equipment. Mrs. Riley provided an update on the anticipated timeline for the dental clinic. Mrs. Riley stated that the dental clinic will launch with services focusing on the pediatric population who are Medicaid insured or uninsured. The clinic will initially provide services two days per month.

School Health

Mrs. Riley provided the Board of Health with an update on the UPike nurse clinic. The Memorandum of Agreement has been terminated through an amicable and mutual agreement. Mrs. Riley provided the Board of Health with an update on the Pikeville Independent School District's contract. The contract has been revised to reflect the rising cost for the local health department to provide staff and supplies. The contract was increased from \$35,000 to \$50,000 per school academic year for two (2) Registered Nurses. The health department is waiting for a response from the Pikeville Independent School District.

New Business

Paint Pikeville Pink 5k 10k

Mrs. Riley provided an update to the Board of Health on the Paint Pikeville Pink upcoming event. Big Sandy Road Runners agreed to allow Pike County Health Department to register the event under the organization's name which will allow the event to utilize Big Sandy Road Runner's insurance coverage with the City of Pikeville.

Mrs. Riley requested to open a sub-account under the health department's operating account at Community Trust Bank as DBA Paint Pikeville Pink.

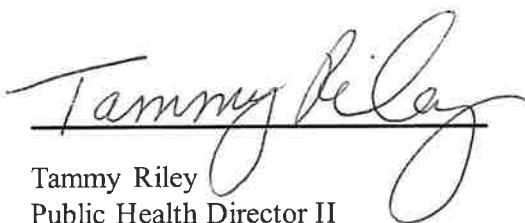
A motion was made by Debra Huffman to approve opening a DBA Paint Pikeville Pink checking account with Community Trust Bank under Pike County Health Department's operating account. A second was made by Dr. Aaron Stanley. The motion carried unanimously.

Adjourn

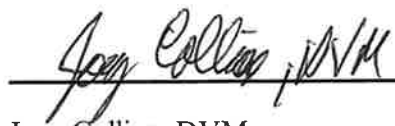
A motion was made by Debra Huffman to adjourn and a second was made by Dr. Aaron Stanley. The motion carried unanimously.

The meeting adjourned at 7:01 pm. The next scheduled meeting is set for September 10, 2024, at 6:00 pm.

Respectfully Submitted:



Tammy Riley
Public Health Director II
Secretary to Board



Joey Collins, DVM
Chairman of the Board