

**MINUTES**

**WEDCO BOARD OF HEALTH MEETING**

**Tuesday, June 7, 2016**

**Wedco District Health Department  
Conference Room**

**Cynthiana, Kentucky**

**6:00 P.M.**

**Dr. Bennett, Chairman  
Judge Barnett, Vice Chairman**

**Members Present:**

**Harrison County**

Alex Barnett, Judge Executive  
Dr. Derek Clarke  
Brett Hines, OD

**Nicholas County**

Becky Reid

**Scott County**

Jared Hollon, Judge Designee  
Sherry Taylor, RN  
Jan Sharpe  
John M Bennett, M.D

**Members Absent:**

**Harrison County**

**Nicholas County**

Mike Pryor, Judge Executive

**Scott County**

Staff and Guests Present: Tina Bennett, Jenny Lynn Hatter, Rachel Kendall, Dr. Crystal Miller  
Lorrene Rawlins and Dr. Shawn Sorrell.

With a roll call showing a quorum present; Judge Barnett called the meeting to order at 6:05 p.m.

**MOTION #1**

Motion was made by Dr. Clarke to approve the minutes from March 7, 2016. Jan Sharpe seconded the motion.

***Roll Call:***

Judge Barnett – Yes  
Sherry Taylor – Yes  
Becky Reid - Abstain  
Dr. Derek Clarke - Yes

Dr. Brett Hines – Yes  
Jared Hollon – Yes  
Jan Sharpe – Yes

No further discussion. Motion passed without opposition.

With no Old Business to discuss, the meeting moved forward to New Business and an update on the Beautiful Minds program by guests Jenny Lynn Hatter and Dr. Shawn Sorrell. Mrs. Hatter began her update by thanking the board for their support of this program. There have been meetings with Scott County regarding their possible interest in implementing this program and Mrs. Hatter has been in contact with Nicholas County Schools. Mrs. Hatter commended Dr. Sorrell on her accessibility to the students. 86% percent of Harrison Co. adolescents were screened and 9%, of those screened, were found to be within the high risk range. Those numbers were large compared to other counties. Dr. Sorrell explained that the screening assesses many different factors such as substance abuse, depression, obesity and sexual activity among adolescents. Dr. Sorrell explained that she extrapolated questions from a couple of different surveys to make them pertinent to our area. Dr. Miller asked for an update on progress in Scott and Nicholas counties toward implementing this program. Mrs. Hatter

explained that the Scott County School system has met with Georgetown Community Hospital to look at the possibility of having interns help screen the students for this program. Nicholas County School system is much smaller and has fewer resources so Mrs. Hatter will be having both school systems meet with her and work on some training in regards to how to assess student issues. Dr. Bennett stated that Wedco is excited to support this program.

Dr. Crystal Miller presented the Clinic report and shared she still has several vacancies including a Clinic Nurse Administrator. The contract has been restructured for School Nursing. The new FY 2017 contract has the Harrison County School System employing their own nurses and Wedco will do the billing and oversee the training of the School Nurses. Currently, Wedco loses approximately \$160K from this program and will continue to show a loss, however, this program is beneficial to the schools. Dr. Miller has explained this to Scott County and is waiting for data from them before she can determine whether they could utilize the same contract structure. Clinic numbers are attached to the board packet for the board to review.

Next, Lorrene Rawlins, Director of Nursing, discussed the Home Health board report. Ms. Rawlins explained that Wedco had 227 active patients being served during this last quarter. Currently, Wedco has exceeded projected goals for Home Health and the program is showing black ink of \$302,729. The EPSDT program is just under Wedco's projected visit goals; serving 150 patients and showing black ink of \$82,659. The VA program only services 2 patients and is showing a deficit of \$2766. Wedco works closely with VA referrals to tap into other payer sources to ensure these patients are cared for. Ms. Rawlins commended our new Waiver Program Manager, Kelly Barnett. Ms. Barnett has been successful in increasing the census despite programmatic and funding changes. This program currently has black ink of \$105,350. As of April, Wedco Home Health has received 809 referrals and only 126 of those referrals were not admitted due to various reasons. Wedco continues to provide indigent services to the residents of our communities. Indigent services have totaled \$1400.00 thus far this fiscal year.

Dr. Crystal Miller presented the Environmental board packet in the absence of Mr. Gene Thomas, Environmental Director. The onsite sewage program has increased and revenue should stay the same within this program. Parts of our accreditation guidelines require certain policies. The board is asked to review and approve two policies; School Inspections (policy 4007) and Food Service Manager Certification (policy 4009).

**MOTION #2**

Motion was made by Dr. Clarke to approve the School Inspection Policy #4007 and Food Service Manager Certification Policy #4009. Becky Reid seconded the motion.

*Roll Call:*

Judge Barnett – Yes  
Sherry Taylor – Yes  
Becky Reid - Yes  
Dr. Derek Clarke - Yes

Dr. Brett Hines – Yes  
Jared Hollon – Yes  
Jan Sharpe – Yes

No further discussion. Motion passed without opposition

Next, Dr. Miller asked the board for approval of an increase for the Establishment of Fee Schedule for Submission of Public Building Plans (Policy 4010). Since 1998, this fee has remained \$25.00 and with the growth in Scott Co., Wedco Environmentalists' are spending a great deal of time with these plans and an increase would be more sustainable.

**MOTION #3**

Motion was made by Dr. Clarke to approve the increase for Establishment of Fee Schedule for Submission of Public Building Plans #4010 from \$25.00 to \$100.00 per plan. Becky Reid seconded the motion.

*Roll Call:*

Judge Barnett – Yes  
Sherry Taylor – Yes  
Becky Reid - Yes  
Dr. Derek Clarke - Yes

Dr. Brett Hines – Yes  
Jared Hollon – Yes  
Jan Sharpe – Yes

No further discussion. Motion passed without opposition

Dr. Miller advised the board that Wedco received Zika funding from the State and Wedco has purchased a fogger. Staff is being trained and each Environmental office will be logging complaints and fogging in the evenings. A plan is also being developed to fog throughout Wedco's entire jurisdiction.

Dr. Miller continued with the presentation of the Health Education board packet as April Thomas was not present. Currently, we have two vacancies for Health Educators. Wedco continues to work toward accreditation. There are many things going on with our various programs and the details are included in the packet for the board's review.

Next, Mrs. Tina Bennett presented her Financial Report. The first portion of the report was an update for current FY 16. Wedco's current assets equal \$11,204,446.78. Receipts over Expenditures show a surplus of \$2,196,419.04 for FY16.

Mrs. Bennett asked the board for a motion to approve the Internal Control Policy update which contained only minor revisions.

**MOTION #4**

Motion was made by Jan Sharpe to approve the Internal Control Policy revisions. Jared Hollon seconded the motion.

*Roll Call:*

Judge Barnett – Yes  
Sherry Taylor – Yes  
Becky Reid - Yes  
Dr. Derek Clarke - Yes

Dr. Brett Hines – Yes  
Jared Hollon – Yes  
Jan Sharpe – Yes

Next, Mrs. Tina Bennett explained the FY 17 proposed budget. The approved audit for FY 14 and 15 rendered an adverse finding stating that Wedco had excess unrestricted carryover. Wedco submitted a plan to the Kentucky Department for Public Health for spending those funds with Electronic Medical Records, building projects, unfunded employer portions of the Kentucky Employee Retirement System and security and surveillance. These monies are still set aside but are carried over to reflect in the FY 17 budget proposal. Overall revenues were \$195K less than last fiscal year 2016. The allocations show an increase for State contributions but that is due to the increase in the KRS allocations. Our retirement contributions rose from 38.8% to 47.28% which will absorb this plus additional funds. The program carryover was used to balance EPSDT Special Services and Home and Community Based Waiver programs. Local tax appropriations and unrestricted funds were used to balance other programs. Expenditures were \$930,438 more than budgeted for FY16. The largest percent of the increase is for the FY15 submitted plan for the excess funds of \$669, 825 and the \$150,000 for the Suicide Prevention Study within the District's school systems. The salary and fringe are estimated at \$144,391 more than FY 16 budget. The budget includes a proposed 5% salary increase and it also includes a 1.5% lump sum payment to staff who achieve a performance rating at the Proficient and Commendable level and 3% lump sum payment to staff who achieve a performance rating at the Highly Commendable level. Salaries for eight current vacancies are also built into the budget. Our contracts only increased about \$24,000 due to the decline in clinic visits as a result of the Affordable Health Care Act. Dr. Miller stated that Wedco also budgeted for the Tuition Assistance Program. The proposed budget does show a surplus of \$716,000.

Further, Wedco would like to ask the board for approval to continue a contract with Pat Tschop to manage some special projects for FY2017.

**MOTION #5**

Motion was made by Judge Barnett to continue contracting with Pat Tschop for special projects for FY 2017. Sherry Taylor seconded the motion.

*Roll Call:*

Judge Barnett – Yes	Dr. Bennett – Yes
Sherry Taylor – Yes	Jared Hollon – Yes
Dr. Clarke - Yes	Jan Sharpe - Yes
Becky Reid – Yes	Dr. Hines – Yes

No further discussion. Motion passed without opposition.

**MOTION #6**

Motion was made by Dr. Derek Clarke to approve the FY 2017 Budget which included staff to receive a 5% annual increment. Sherry Taylor seconded the motion.

*Roll Call:*

Judge Barnett – Yes	Dr. Bennett – Yes
Sherry Taylor – Yes	Jared Hollon – Yes
Judge Pryor - Yes	Jan Sharpe - Yes

Becky Reid – Yes

Dr. Hines – Yes

No further discussion. Motion passed without opposition.

**MOTION #7**

Motion was made by Dr. Derek Clarke to approve Wedco staff in receiving an additional lump sum of 1.5% for staff achieving a performance review of Proficient and Commendable and a 3% lump sum for staff achieving a performance review of Highly Commendable. Jan Sharpe seconded the motion.

*Roll Call:*

Judge Barnett – Yes

Dr. Bennett – Yes

Sherry Taylor – Yes

Jared Hollon – Yes

Dr. Clarke - Yes

Jan Sharpe - Yes

Becky Reid – Yes

Dr. Hines – Yes

No further discussion. Motion passed without opposition.

Dr. Bennett continued the meeting asking what the plans were for building a new District Office. Dr. Crystal Miller stated that she was having a meeting next week with all county judges to discuss this topic. Dr. Miller explained that Judge Lusby wanted the District Office moved to Scott Co. and Jan Sharpe asked if property would be donated. Dr. Clarke explained there was property available in Harrison Co. with various properties available in a central location to Harrison, Nicholas and Scott counties. Dr. Bennett stated his perspective would be building it central to all counties. This decision will be discussed among all judges at an upcoming meeting. It was noted that Scott County contributes the majority of money to the District.

Dr. Bennett asked for a motion to move into closed session to discuss personnel.

**MOTION #8**

Motion was made by Becky Reid to move into closed session to discuss personnel. Jan Sharpe seconded the motion.

*Roll Call:*

Judge Barnett – Yes

Dr. Bennett – Yes

Sherry Taylor – Yes

Jared Hollon – Yes

Dr. Clarke - Yes

Jan Sharpe - Yes

Becky Reid – Yes

Dr. Hines – Yes

No further discussion. Motion passed without opposition.

**MOTION #9**

Motion was made by Judge Barnett to move into open session. Jan Sharpe seconded the motion. No action taken.

*Roll Call:*

Judge Barnett – Yes  
Sherry Taylor – Yes  
Dr. Clarke - Yes  
Becky Reid – Yes

Dr. Bennett – Yes  
Jared Hollon – Yes  
Jan Sharpe - Yes  
Dr. Hines – Yes

No further discussion. Motion passed without opposition.

Finally, Dr. Crystal Miller gave her Director's report. Dr. Miller reminded the board that the Syringe Access Exchange passed in Harrison Co. in April. There is a four day staff member training through the National Harm Reduction Coalition. Dr. Miller is wrapping up a few additional items to be able to use the rapid test for HepC. As well, Wedco has a commitment from a local mental health counselor in town to counsel patients willing to seek mental health treatment onsite. ASAP has given funding to buy syringes and provide this counseling. Dr. Miller hopes to have this program available in Harrison Co. on August 1<sup>st</sup>. Scott Co. has not approved this program; however, Dr. Miller is continuing to work with officials to educate. The NACCHO annual board of directors meeting will be held in July in Phoenix and Dr. Miller will be attending. This board seat allows her to participate in calls and have access to information quicker than most agencies. Recently, Dr. Miller was on a call with some Chiefs of Staff from the White House, Office of National Drug Control Policy and Substance Abuse and Mental Health Services and the data they have released shows we are up to 140 overdose deaths in the United States on a daily basis. The President has asked Congress to approve an emergency funding order of \$1.1 billion dollars to outline services in communities that will help with opioid crisis.

Dr. Miller has met with the CEO of HealthPoint an FQHC to discuss the needs of Harrison Co. She shared with him that our agency operates as a District and a great need presents in Nicholas Co. for their services. Dr. Miller plans to continue meeting with the Harrison Memorial CEO and both county judges to discuss opportunities. She is open to discuss what they have to offer and possibly giving up some of our clinical services because we lose money on nearly every single clinic service that we do with the way Medicaid and the State have structured it. In addition, they offer services that Wedco doesn't and if it works out, it could essentially be a one stop shop for families. Dr. Miller will update the board as more information becomes available.

Next, Dr. Miller asked the Board to review her portion of the board packet which gives a synopsis of the State funding trend from 2011- 2017. Wedco's costs continue to increase while funding continues to decrease. Wedco has essentially lost 43% of our State funding since 2011. Federal funding has decreased 25%. As well, Dr. Miller pointed out the percentage of employee's who received proficient and highly commendable ratings based upon their job performances. Wedco will be hosting an annual staff training day on August 26, 2016. Several upcoming meetings include NACCHO Annual Meeting, NALBOH and APHA. Board members are invited to attend the Wedco Staff Training day and any upcoming meetings.

The next Wedco District Board meeting date was set for September 19, 2016 at 6:00 p.m.

With no further business to discuss Dr. Bennett called for a motion to adjourn.

**MOTION #10**

Motion was made by Jan Sharpe to adjourn. Becky Reid seconded the motion.

*Roll Call:*

Judge Barnett – Yes  
Sherry Taylor – Yes  
Dr. Clarke - Yes  
Becky Reid – Yes

Dr. Bennett – Yes  
Jared Hollon – Yes  
Jan Sharpe - Yes  
Dr. Hines – Yes

No further discussion. Motion passed without opposition.

Meeting adjourned.

  
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Dr. John M. Bennett, Chairman

9/19/16

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Date

  
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Dr. Crystal Miller, Secretary

9/19/16

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Date