

MINUTES

WEDCO BOARD OF HEALTH MEETING

Monday, March 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

**Nicholas County**  
Mike Pryor, Judge Executive

**Scott County**  
Jared Hollon, Judge Designee  
Sherry Taylor, RN  
Jan Sharpe

Members Absent:

**Harrison County**  
Brett Hines, OD

**Nicholas County**  
Becky Reid

**Scott County**  
John M Bennett, M.D.

Staff and Guests Present: Tina Bennett, Dr. Richard Clayton, James Carl Gray, Rachel Kendall, Lorrene Rawlins, April Thomas, Gene Thomas, Pat Tschop and Dr. Crystal Miller.

With a roll call showing a quorum was not immediately present; Judge Barnett called the meeting to order at 6:05 p.m. and tabled all motions until Dr. Derek Clarke could be present to ensure a quorum.

Mrs. Tina Bennett, Director of Administrative Services, presented Wedco's Financial Report. Wedco's total assets equal \$10,197,834.96 which are comprised of the General Operating Account, Petty Cash, CD's and Churchill Fund Investments. Receipts over expenditures showed a surplus of \$1,227,912.02 for the end of January 2016. FY 16 revenue and expenses as of January 31, 2016 show Wedco has received \$6,098,727.64 or 53.81% of budgeted revenue and expended \$4,870,815.62 or 51.25% of budgeted expenditures. As of January 31, 2016 the operational checking account currently receives a rate of 0.25% on an average daily balance of \$4,066,050.76. This allows Wedco the State recommended fund availability of at least 3 months of operating expenses. The back page of the financial report lists CD's and investments.

Next, the Clinic Report was presented by Dr. Miller. Dr. Miller advised that she is still searching for a Nurse Administrator and she is hoping to potentially fill this position from within the agency. The clinic service numbers are included within the packet.

Mrs. Lorrene Rawlins presented the Home Health board report. Mrs. Rawlins reported all programs with the exception of VA are operating in the black for the first 6 months of FY16. The home health program has excess revenue over expenditures of \$286,028. The EPSDT program is in the black with \$67,378. The Waiver program is currently in the black with \$207,076. This program has undergone a change, administratively, with the retirement of Denise Hatfield and the hiring of Kelly Barnett. Kelly has done a wonderful job thus far and there has been an increase in admissions within the Waiver program. Wedco has received total of 463 referrals from July 15 to December 15. Indigent care has totaled \$1400 this fiscal year with a

majority of that being provided in Harrison Co. The VA program currently has a deficit of \$3197.

Mr. Gene Thomas, Environmental Director gave the Environmental and Bioterrorism program reports. During the past couple of months, staff has been working on collecting permit fees that were not paid by January 1, 2016. There were probably 30 establishments that had not paid their permit fees on time as required by law. The Environmental budget is slightly over in the 520 program but should balance out as most of our services in this program are in conducting swimming pool inspections. Wedco is also over in the Onsite Sewage Program; however, revenue will increase as spring approaches. On January 20, 2016, Mr. Thomas taught a septic installer's class at the Harrison County Health Center with approximately 25 attendees. On February 17, 18 and 19, 2016, Environmental staff attended the KYEHA (Kentucky Environmental Health Association) Conference in Florence, KY to receive either required CEU's for their Registered Sanitarian's license. During this conference, our Environmentalist, Chris Dedic, won the Outstanding Sanitarian of the Year award. Also, during this same week, another Environmentalist, Brit Combess, went to a five day EPA/HUD lead risk assessor/inspector training in Cincinnati, Ohio.

Next, Mr. Thomas reviewed his board report for the Preparedness Program. On January 27<sup>th</sup>, 2016, Wedco held a COOP TTX. Several different agencies in our District were invited to attend. In the upcoming months, training will be filtered to Wedco staff. Wedco is sending nurse, Elissa Keicher, to a Preparedness Boot Camp to learn more regarding disease outbreak plans. Wedco received about \$15K in Ebola/Zika preparedness funds that we will utilize for various preparedness purchases. Maintenance was completed on the Wedco generators and they have been hooked to an automatic transfer switch. A decision will be made soon regarding the Ponderosa and Spindletop mobile home park issue in Scott County.

Mrs. April Thomas reviewed the Community Health board packet. Mrs. Thomas shared that Wedco management has continued to be heavily involved Accreditation process. Currently, management is about halfway through the 5<sup>th</sup> domain. Wedco applied for and was awarded an additional \$15K grant from DPH to support the accreditation process. Health Education continues to promote the Humana Vitality program, which offers Vitality Checks to members participating in the Kentucky Employee Health Plan. Currently, all 3 county school systems have participated. There has been a large increase in interest that student interns have had with Wedco so our name is well known to universities. Wedco consistently utilizes social marketing for all events, programs and available positions. Wedco continues to participate in many Community Events and Programs such as Cooper Clayton Smoking Cessation, Diabetes Self Management Education, Community festivals and health fairs, Women's Health issues and Maternal and Child Health. The Child Care Health Consultation Program has remained busy with providing trainings to child care staff and parents regarding infectious disease and safety practices. The HANDS program was recently deemed "evidence-based" so the accreditation process for Healthy Families America has been canceled.

Dr. Clarke joined the meeting and a full quorum was met.

Dr. Crystal Miller, Public Health Director, explained that she continues to attend Fiscal Court meetings in all counties to discuss the framework for the Needle Exchange program. Dr. Miller reported that some like the fact that Wedco proposes to give retractable needles. Educating the public and allowing them to digest the information has seemed to work well for disputing any concerns the public or elected officials have had. Much discussion was made that the public has a hard time understanding that this is a disease prevention program. Dr. Miller stated she was attending the Harrison Co. Fiscal Court meeting tomorrow night, March 8<sup>th</sup>, to discuss the needle exchange with Harrison County.

Dr. Miller shared with the board that Wedco implemented a School Nurse program in Harrison County in approximately 2006. This has grown to consist of 5 nurses in Harrison Co. The Harrison County Board of Education reimburses Wedco \$20,000 annually for 4 school nurses. A lot has changed in terms of billing and recoupment of money and this program is no longer sustainable. Wedco is currently running approximately \$150,000 in the red with this program. Scott County now wants the same program and it is time to revamp our business structure. Dr. Miller has done some work and would like to propose to both school systems a more sustainable program for Wedco. Her proposal includes that the school system hire their own nurses. Wedco would serve as the billing agent and give them all monies recouped with the exception of the State required 30% Medicaid match and Wedco would keep an administrative fee of \$1000 per school site. Wedco would have to maintain one full time nurse that trains the school nurses to ensure they are following the State's Core Clinical Guidelines. Wedco would also have to also maintain a billing clerk that entered all PEF's and handled rebilling. This scenario would still cost Wedco \$150,000 of taxpayer money but it allows Wedco to be equitable across the entire District in servicing both school systems. Dr. Clarke asked how the school system could afford this. Dr. Miller explained that the school system doesn't have the required fringe benefit cost that the state has. The school would get all the money that the services generate with the exception of the mandatory 30% Medicaid match that is sent to the Department for Public Health. This appears to be the only option that Wedco has without cutting the School Nursing Program. There was much discussion regarding how this might work and Dr. Miller shared that the school systems that are currently operating this way are very happy with the arrangement and are doing well. Dr. Miller relayed that she would be speaking with the Andy Dotson, Superintendent of Harrison County School Systems very soon to propose this change.

Next, Dr. Miller advised that she needs a motion to approve a revision to the Wedco Employee Handbook. It is a requirement to have this approved annually. Rachel Kendall has done some work to make the document more user friendly to staff; however, the contents remain the same.

**MOTION #1**

Motion was made by Jan Sharpe to approve the Wedco Employee Handbook. Jared Hollon seconded the motion.

*Roll Call:*

Judge Barnett – Yes

Sherry Taylor - Yes

Jared Hollon – Yes  
Judge Pryor - Yes

Jan Sharpe - Yes  
Dr. Derek Clarke - Yes

No further discussion. Motion passed without opposition.

Dr. Miller then advised the board that there has been a revision to the Wedco Grievance Policy #1017. The policy and a committee is a requirement of the State. The Grievance Policy is very general in following State guidelines.

**MOTION #2**

Motion was made by Sherry Taylor to approve the Wedco Grievance Policy. Judge Pryor seconded the motion.

*Roll Call:*

Judge Barnett – Yes  
Jared Hollon – Yes  
Judge Pryor - Yes

Sherry Taylor - Yes  
Jan Sharpe - Yes  
Dr. Derek Clarke - Yes

No further discussion. Motion passed without opposition.

Finally, Dr. Miller reported that she attended NACCHO in February. She was fortunate to secure a seat at the drug task force table with Rep. Andy Barr. This will help public health to be more involved in the drug abuse field. Several meetings are coming up that board members are welcome to attend.

The meeting transitioned to the first item on the agenda and a review of the November 16, 2015 Wedco District Board of Health Minutes.

**MOTION #3**

Motion was made by Dr. Derek Clarke to approve the November 16, 2015 District Board Minutes. Sherry Taylor seconded the motion.

*Roll Call:*

Judge Barnett – Yes  
Jared Hollon – Yes  
Judge Pryor - Yes

Sherry Taylor - Yes  
Jan Sharpe - Yes  
Dr. Derek Clarke - Yes

No further discussion. Motion passed without opposition.

Finally, James Carl Gray updated the board on Wedco Investments. Mr. Gray discussed structured CD's and interest rates. Dr. Miller shared with the board that Wedco has another large sum of money that needs to be re-invested and she asked for the board's blessing to invest this into another structured CD. Dr. Miller explained that she wanted the board to feel comfortable

with how Wedco monies are invested. Board members agreed that they are comfortable and would like for Dr. Miller to move forward with handling this in the manner she has been doing.

The next item on the agenda was to be an update by Dr. Omar; however, he was not in attendance. Dr. Clarke said he can update that the program continues to benefit the Harrison Co. School System in reaching out to children to educate on suicide prevention. Wedco remains a funding source for this fiscal year and Dr. Miller advised that Dr. Omar is working with Scott Co. Schools to possibly implement the program there.

The next Wedco District Board meeting date was set for June 20, 2016 at 6:00 p.m.

With no further business to discuss Judge Barnett called for a motion to adjourn.

**MOTION # 6**

Motion was made by Jan Sharpe to adjourn. Jared Hollon seconded the motion.

*Roll Call:*

Judge Barnett – Yes  
Jared Hollon – Yes  
Judge Pryor - Yes

Sherry Taylor - Yes  
Jan Sharpe - Yes  
Dr. Derek Clarke - Yes

No further discussion. Motion passed without opposition.

Meeting adjourned.

  
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Judge Alex Barnett, Vice Chairman

6-7-16

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Date

  
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Dr. Crystal Miller, Secretary

6/7/16

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Date