



# Kentucky River District Health Department

## Minutes of the Kentucky River District Board of Health Quarterly Meeting

**Date of Meeting:** September 10, 2024

**Time of Meeting:** 6:00 p.m.

**Location of Meeting:** Kentucky River Area Development District (KRADD) Conference Room,  
ZOOM and Phone Formats

### **Members Present**

Judge Terry Adams  
Judge Scott Alexander  
Lisa Blackburn  
J. B. Bowman  
Donna Brewer  
Gregory Collins  
Dr. Ricky Collins  
Judge Jeff Dobson by Proxy, Leah Fugate  
Judge Zeke Little, Jr.  
Brittany Maggard  
Dena McIntosh  
Dr. Kenneth Slone  
Sally Spaulding

### **Members Absent**

Judge Raymond Banks  
Kevin Davis  
Judge William Lewis  
Judge Steve Mays

### **Staff in Attendance**

A. Scott Lockard, Secretary, Director  
Helen Ascani, Executive Assistant to the Director  
Janet Cornett, Perry County Coordinator  
Melissa Feltner, HANDS Supervisor  
JoAnn Fraley, Harm Reduction Program Coordinator  
Christy Grigsby, Knott County Coordinator  
Anne Hatton, Ryan White Part B Service Program Coordinator  
Susan Kincaid, Health Promotion Coordinator  
Brandy Slone, Letcher County Coordinator  
Vivian Smith, Lee County & Owsley County Coordinator  
Sherrie Stidham, Preparedness Coordinator  
James Ed Whisman, Environmental Supervisor  
Stacy Wilson, Wolfe County Coordinator

I. Call to Order

Chairman Donna Brewer called the meeting to order at 6:00 p.m.

II. Roll Call

With thirteen (13) members present, a quorum was established.

III. Minutes of Previous Meetings

Chairman Brewer requested a motion to accept the minutes from the June 6, 2023, and September 12, 2023 meetings as presented.

**Dr. Kenneth Slone made the motion to accept the previous minutes as presented.**

**Dr. Ricky Collins seconded the motion.**

**All were in favor. None opposed. The motion passed unanimously.**

IV. New Business

A. Clinical Services

Ms. Libby Turner was away at a training. The updates on clinical services were given by Mr. Lockard.

Mr. Lockard reported on the increase of COVID cases in the district, especially among school children. It also affected the staff. The monitoring of COVID in wastewater shows a huge spike, confirming the rise in the cases.

Mr. Lockard informed the board that the district follows the CDC guidelines when the public request information on COVID guidance. The person must be fever free for 24 hours without medication and symptoms have improved before returning to work or school.

Staff of the agency adhere to the CDC Healthcare Workers Protocols, requiring them to be off work for seven days and must test negative before returning.

Anne Hatton, the Ryan White Part B Service Program Coordinator, updated the board on her program. Her program helps eliminate any barriers, medical or social service, to those with a positive HIV status. The program covers KRDHD seven counties plus Breathitt, Floyd, Johnson, Magoffin, and Pike counties. The goal of the program is to eliminate barriers and keep the person in HIV care. To be a participant of the program, the person must be HIV positive and reside in Kentucky. Ms. Hatton and Austyn Feltner, the Care Coordinator, work with the jails, treatment facilities, physicians' offices to ensure the clients get the treatments and services they need to stay healthy and prevent the spread of HIV.

B. Harm Reduction Services

The Harm Reduction Services report was given by Ms. JoAnn Fraley. She highlighted some important events from her report that was submitted to the Board.

Ms. Fraley informed the board, for the next board meeting, her report will be changing. Two other hubs will soon open. The Letcher Hub will have its grand opening on Sept. 30<sup>th</sup>, but it plans to hold group meetings next week for Alcoholics Anonymous, Narcotic Anonymous, and Celebrate Recovery.

In October, the Owsley County Hub will be opening. The community and the fiscal court are very supportive of the Hub's opening. They can see the positive impact it had on individuals with Substance Abuse Disorder.

Mr. Lockard thanked Judge Terry Adams and Jude Zeke Little for their support. Judge Terry Adams and the Letcher County Fiscal Court contributed part of their opioid settlement money towards making the Letcher Hub a reality. Judge Little and the Owsley County Fiscal Court are partnering with the agency on the property at the Recreational Center for the Owsley Hub.

Ms. Fraley reassured the Board that she is working to make everything sustainable once the grants are finished

C. Environmental Services

The Environmental Services report was given by Mr. James Ed Whisman. Mr. Whisman reviewed his report that was submitted in the board packet.

Mr. Whisman thanked Dr. David Moore, DVM, and the Minter and Moore Veterinary Clinic in Lee County for administering the rabies vaccine to almost 300 animals. Dr. Moore and the Minter and Moore Clinic have partnered with the agency for 25 years.

With his report, Mr. Whisman had attached the 2024 Fiscal Year Services and Inspections Report. He emphasized that, for the year, the team has completed over 1000 food services inspections, over 400 onsite evaluations. They averaged 100 inspections every quarter.

Mr. Whisman thanked Jeff Cornett for his services in Knott County. After working for over 30 years with the agency, Mr. Cornett has decided to retire again. Until the hiring of Mr. Cornett's replacement, Kaleb Anderson from Perry County will be covering Knott County.

D. HANDS Services

The HANDS Services report was given by Ms. Melissa Feltner. Ms. Feltner reviewed her report as presented in the board packet.

When compared to last year's numbers, the program is seeing 17 less families. Billings are also down by approximately \$60,000. For the next quarter, Ms. Feltner believes these numbers will increase as new employees complete their training and can start seeing families.

There are 13 staff members. Ms. Feltner is looking to hire a supervisor to oversee Knott, Leslie, Letcher and Perry County. She and Chasidy Johnson, currently, share supervision of the district.

The program continues to participate in community events throughout the district. They received a Unite grant to go toward family engagement in Perry County. Incentives are still being given for participation with the program. Participants are given a \$10 Walmart card during assessment. Once they have completed 75% of their scheduled visits, they receive a \$25 Walmart or grocery card, and the choice of a car seat or a Pack and Play.

Ms. Feltner reported on a couple of infant deaths in the district. The staff have re-educated all the families on the topic of Safe Sleep.

E. Health Promotion Services

The Health Promotion Services report was given by Ms. Susan Kincaid. Ms. Kincaid highlighted activities for each of the programs.

The Maternal Child Health program was selected to participate in the pilot program Youth Thrive for this school year. The program will take place at Buckhorn School. Next year, with additional funding, another school will be added to the program.

The MCH program also received a grant from the Kentucky Office of Highway Safety to purchase car seats and provide training on car seat safety. Trainings are done by Zoom.

The diabetes program hosted a community health fair in Lee County. They collaborated with the Lee County Diabetes Coalition and other numerous community partners. Over \$2,500 worth of services and screenings were offered to participants. There are plans for health fairs in other counties.

Emma Davidson completed the playground inspection for Head Starts programs. She inspected the playgrounds for safety and, if needed, provided technical assistance.

The Tobacco program has seven participants in the Tobacco Cessation program.

The five team members have attended 18 Back-to-Schools events.

F. Home Health Services Report

The Home Health Report was given by Mr. Lockard.

A support service position has been added in Wolfe County but lost a nurse. Mr. Lockard and Ms. Caldwell are working to fill that position. Staffing continues to be the biggest issue in Home Health.

Census is down to 60. Since there are only three nurses, it ebbed down at the right time.

Medicaid and Medicare now require home health visits to be reported electronically. Issues have risen with the inability to get cell signals in certain areas.

G. Director's Report

Mr. Lockard updated the board on the two construction projects, the district conference room and the Letcher County parking lot.

1. **The District Conference Room:** It has been three years since the USDA awarded the grant for its construction. It went to bid with the cheapest bid coming in at \$1.265 million. The project is budgeted at \$843,000, with the USDA grant of \$500,000, and the agency's match of approximately \$390,000. Now, the agency will have to contribute over \$1 million. Therefore, the project is on hold. Mr. Lockard is working with the USDA to do some advocacy with Senator Smith and Senator Stivers to locate funding for the overrun amount.

Mr. Lockard plans to proceed with the remodeling of the current building, using the match money. The lowest bid came in at \$280,000, for the remodeling project.

2. **The Letcher County Parking Lot and Ramp:** The plans have been approved by the engineers. Mr. Lockard has placed an ad in the Mountain Eagle newspapers to obtain bids. The opening of bids is scheduled for 11 a.m. on September 30<sup>th</sup> at the Letcher County Health Department.

Mr. Lockard apprised the board of the new financial system. As with the rest of the state, the agency has transitioned to Workday for financial and time reporting. The time reporting part is going well. Learning of the financial part is still a struggle, not just for the agency, but also for the state.

Mr. Lockard discussed the policies that were mailed with the board packets to the board members. Judge Alexander raised the question of using "shall" as the wording in the Disciplinary Policies. He cautioned Mr. Lockard when "shall" is used, it means actions must take place. Mr. Lockard responded that the policies were written by the attorneys, and the preceding sentence, stating "the employee may be disciplined...", negated the absolute authoritativeness of the required actions. With no other questions, Chairwoman Brewer requested a motion to accept the policies as presented.

**Judge Scott Alexander made the motion to accept the policies as presented.**

**Ms. Sally Spaulding seconded the motion.**

**All were in favor. None opposed. The motion carried unanimously.**

H. Financial Report

Mr. Lockard reviewed the final FY 2023-2024 financial statement, ending on June 30, 2024, that was sent to the Board Members.

Year to Date Total Revenue:	\$ 15,853,600.98
Year to Date Total Expense:	\$ 14,227,396.04
Net Surplus:	\$ 1,626,204.94

For the current year, the agency will lose many of the one-time funds received in the previous fiscal year. The revenues in the FY 2025 budget that were presented to the board at the June 11, 2024, meeting will be short of approximately \$1 million. Realizing this, Mr. Lockard banked much of the one-time money received in FY 2024. He emphasized his belief in investing money in the staff. To offset the increase in expenses, Mr. Lockard is pursuing new grants and new sources of income, such as in behavioral health.

Mr. Lockard concluded that the financial health of the agency is very well.

V. Comments from the County Coordinators

With the exception of Maxine Shepherd, the county coordinators reported on their respective counties.

All the counties are very busy participating in a multitude of events and all the clinics are going well.

Highlights from the counties are as follow:

- Christy Grigsby reported that her parking lot has been black-topped and sealed.
- Vivian Smith mentioned that the survey has been done for the new Owsley County's parking lot. Mr. Lockard said gravels can now be poured. He is hoping the parking lot will be ready in about six weeks.
- Brandy Slone reiterated the acceptance of bids for the parking lot and ramp projects. Mr. Lockard asked Judge Adams to spread the words on the project and to refer anyone needing the plans to Ms. Slone or Ms. Ascani.
- Janet Cornett reported that Perry County has 858 WIC participants with 100% participation rate. The Needle Exchanged Program has about 900 participants. Mr. Lockard mentioned that a state-of-the-art Harm Reduction vending machine is scheduled to be in place on Monday, September 16<sup>th</sup>. This is a joint project with the University of Kentucky.
- Stacy Wilson reported, next month, the new Public Health Dental Hygiene team will begin offering services to the Head Start programs. The program will be offering cleaning, sealant, and varnishing to kids who currently do not have dental care. If restorative dentistry is needed, it will be referred out to our partners.

VI. Next Board Meeting

Tuesday, December 3, 2024, 6:00 p.m.

VII. Adjournment

With no other businesses to discuss, Chairman Brewer requested a motion to adjourn.

**Dr. Ricky Collins made the motion to adjourn.**

**Judge Terry Adams seconded the motion.**

**All were in favor. None opposed. The motion carried unanimously.**

The meeting adjourned at approximately 7:20 p.m.

  
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Donna Brewer, Chairman

9/24/24  
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Date

  
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A. Scott Lockard, Public Health Director, Secretary

9/19/24  
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Date