



# MEETING MINUTES


**Board of Health Meeting**  
**650 Newtown Pike, Lexington, KY,**  
**and via video teleconference**  
**November 15, 2021**  
**5:45 p.m.**

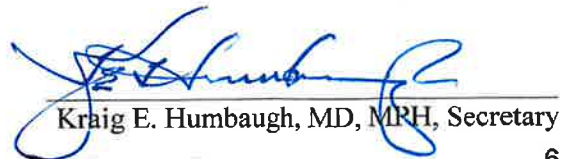
	<p><b>BOARD MEMBERS PRESENT:</b> Dr. Feld, Mr. Friesen, Dr. Gomez, Dr. Hood, Mr. Jabbour, Dr. Jackson, Dr. Mason, and Dr. Zimmerman.</p> <p><b>OTHERS PRESENT:</b> Dr. Humbaugh, LFCHD Staff, LFCHD Council.</p>
<b>TOPIC</b>	<b>DISCUSSION</b>
Call to Order	<ul style="list-style-type: none"> <li>• Mr. Friesen called the meeting to order at 5:46 p.m.</li> </ul>
Roll Call	<ul style="list-style-type: none"> <li>• Ms. Foley called the roll. A quorum was declared. Commissioner Allen-Bryant, Mr. Cornett, Dr. Dossett, Councilmember Reynolds, and Dr. Riley were excused.</li> </ul>
Request for Approval of the October 11, 2021 Minutes	<ul style="list-style-type: none"> <li>• The October 11, 2021 Board of Health (BOH) meeting minutes were considered. Dr. Jackson made a motion to approve the minutes. Dr. Gomez seconded the motion. The motion passed unanimously.</li> </ul>
Introduction of Merit Council	<ul style="list-style-type: none"> <li>• Ron Horseman, HR officer, thanked the BOH for allowing him the opportunity to present the annual report. He introduced members of the merit council: Vonja Grabeel, Leslie Jarvis, Karen Minton, Caitlyn Rivard, and Tina Thomas. Merit council members expressed appreciation for all the good work of the health department and for the excellent reports Dr. Humbaugh has presenting the council over the years. Mr. Horseman thanked all members for their dedication and instrumental support for improving public health while assuring we follow our merit council rules.</li> </ul>
Annual Personnel Report	<ul style="list-style-type: none"> <li>• Ron Horseman, HR officer, presented the annual Lexington-Fayette County Health Department (LFCHD) personnel report.</li> <li>• Personnel actions recording in FY2021 included:             <ul style="list-style-type: none"> <li>○ Five (5) performance-based increases and incentive bonuses from FY20. Zero (0) performance-based increases in FY21</li> <li>○ Eighty-six (86) public health hero bonuses were awarded</li> <li>○ Ten (10) promotional increases</li> <li>○ Five (5) special pay increases</li> <li>○ One (1) special pay decrease</li> <li>○ Two (2) demotion decreases</li> <li>○ Three (3) expanded pay increases</li> <li>○ One (1) adjustment to salary scale</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• Recruitment and selection efforts: <ul style="list-style-type: none"> <li>○ Fifty-six (56) vacancies were posted</li> <li>○ Thirty-two (32) vacancies were filled: 13 internal/19 external</li> </ul> </li> <li>• Corrective Actions: <ul style="list-style-type: none"> <li>○ One (1) admonishment</li> <li>○ Three (3) reprimands</li> <li>○ One (1) suspension</li> <li>○ Two (2) terminations</li> </ul> </li> <li>• Grievances, appeals, and complaints: <ul style="list-style-type: none"> <li>○ Zero (0) merit council appeals</li> <li>○ One (1) grievance</li> <li>○ Twenty-three (23) SpeakUp (the anonymous employee compliance line) submissions</li> </ul> </li> <li>• Workforce demographics: <table border="0" style="margin-left: 20px;"> <thead> <tr> <th></th> <th style="text-align: center;">LFCHD workforce</th> <th style="text-align: center;">Lexington-Fayette County</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>Population as of 2019:</i></td> </tr> <tr> <td>White:</td> <td style="text-align: center;">74%</td> <td style="text-align: center;">75%</td> </tr> <tr> <td>Black:</td> <td style="text-align: center;">12%</td> <td style="text-align: center;">14%</td> </tr> <tr> <td>Hispanic:</td> <td style="text-align: center;">10%</td> <td style="text-align: center;">6%</td> </tr> <tr> <td>Asian/PI:</td> <td style="text-align: center;">1%</td> <td style="text-align: center;">3%</td> </tr> <tr> <td>Am Indian:</td> <td style="text-align: center;">0%</td> <td style="text-align: center;">&lt;1%</td> </tr> <tr> <td>Two or more:</td> <td style="text-align: center;">3%</td> <td style="text-align: center;">2%</td> </tr> <tr> <td>Male:</td> <td style="text-align: center;">14%</td> <td style="text-align: center;">49%</td> </tr> <tr> <td>Female:</td> <td style="text-align: center;">86%</td> <td style="text-align: center;">51%</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>• Staffing Trend: <table border="0" style="margin-left: 20px;"> <thead> <tr> <th></th> <th style="text-align: center;">July 2020</th> <th style="text-align: center;">January 2021</th> <th style="text-align: center;">June 2021</th> </tr> </thead> <tbody> <tr> <td>Total Employees</td> <td style="text-align: center;">158</td> <td style="text-align: center;">167</td> <td style="text-align: center;">160</td> </tr> <tr> <td>FT Employees</td> <td style="text-align: center;">133</td> <td style="text-align: center;">137</td> <td style="text-align: center;">129</td> </tr> <tr> <td>PT Employees</td> <td style="text-align: center;">16</td> <td style="text-align: center;">17</td> <td style="text-align: center;">19</td> </tr> <tr> <td>Stand/By</td> <td style="text-align: center;">9</td> <td style="text-align: center;">13</td> <td style="text-align: center;">12</td> </tr> </tbody> </table> </li> <li>• LFCHD FY2021 Annual Turnover Rate: 1.5%</li> </ul> </li> </ul>		LFCHD workforce	Lexington-Fayette County	<i>Population as of 2019:</i>			White:	74%	75%	Black:	12%	14%	Hispanic:	10%	6%	Asian/PI:	1%	3%	Am Indian:	0%	<1%	Two or more:	3%	2%	Male:	14%	49%	Female:	86%	51%		July 2020	January 2021	June 2021	Total Employees	158	167	160	FT Employees	133	137	129	PT Employees	16	17	19	Stand/By	9	13	12
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Hybrid Board Meeting Discussion	<ul style="list-style-type: none"> <li>• Mr. Friesen said guidance from legal council is that all board members appear on their devices during meetings. Dr. Humbaugh said we could move to video teleconference-only through January, 2022. Mr. Friesen said the three options currently available are in-person only, hybrid, and virtual-only. Board members discussed the options. Dr. Hood made a motion for the Board of Health to meet virtually-only in December and January. Dr. Mason seconded the motion. The motion passed unanimously.</li> </ul>																																																		
Commissioner's Report	<ul style="list-style-type: none"> <li>• Dr. Humbaugh presented the commissioner's report. He welcomed UK and ECU nursing students who joined us for the meeting. He said they are the future of public health and are appreciated. He said he is</li> </ul>																																																		

	<p>grateful for staff for their contributions over the course of the pandemic. They have helped slow deaths and COVID-19 cases. We are thanking them with a boxed Thanksgiving lunch and encouraging messages from co-workers on November 17.</p> <ul style="list-style-type: none"> <li>• We've had over 51,000 COVID-19 cases of Lexington alone, which is an underestimate because some infected had no symptoms and were not tested. We have leveled off at around 65 new cases per day. This is consistent with what is happening around the country. We encourage everyone to be vaccinated. 95% of deaths in those age 65 and younger occurred in the unvaccinated. Up to 39% of cases are breakthrough cases. The vaccine is not as good at preventing mild illness with the delta variant, but does offer protection against hospitalization and death. We would like to see high vaccination rates in those aged 12 and over. We have the highest vaccine coverage rate of all counties in Kentucky. We have had over 420 deaths since the pandemic began. Hospitalizations are down to about half of what we saw in August. The number of severely ill ICU patients has not decreased substantially. Children comprise about 20% of cases. Pfizer vaccine has been approved down to age five. This vaccine is over 90% effective in reducing symptomatic cases in this age group. COVID-19 has become one of the top ten killers of children in the United States. Like adults, children can spread COVID-19 to others—vaccination reduces this risk. Vaccination allows parents to rest a little easier when sending children to school and outside activities. Dr. Humbaugh encouraged everyone to be an advocate for vaccinating these children. We recently have been focusing on Moderna booster doses for adults. We gave about 1,300 doses at Consolidated Baptist Church and the senior center. Vaccinations are also being offered in the public health clinic, along with flu shots via same-day appointments Mondays, Wednesdays, and Fridays. State funding of response contractors, including case managers, will be continue through the start of 2022.</li> <li>• There have been over 400 referrals to counseling and treatment during the life of the harm reduction program. We've seen an increase in clients in WIC and had a formula contract adjustment. TB cases continue to remain high. We are currently working 13 cases. Environmental Health staff have been working at Keeneland and fall festivals, as well as their regular duties. Letters have gone out regarding foodservice establishment fees. The CDC is evaluating the “test to stay” initiative operating in Fayette County Public Schools. The new generator at 650 Newtown Pike is in the process of being installed. The mural is on track to be installed in the next few weeks. Dr. Humbaugh congratulated Skip Castleman and Candice Johnson, who were appointed chairs of the safety committee. The public health clinic will move toward operating four days per week next year.</li> <li>• Dr. Humbaugh thanked the board, LFCHD staff, and the community for supporting department efforts during the pandemic.</li> </ul>
Committee Reports	<ul style="list-style-type: none"> <li>• Executive: Mr. Friesen said Dr. Humbaugh covered executive committee topics in his report.</li> </ul>

	<ul style="list-style-type: none"> <li>• Finance: Cara Kay reported, for September year-to-date, a deficit of \$3.75 million compared to a budgeted surplus of \$666 thousand, due to a timing issue related to receipt of state subsidies for the retirement system, which are expected in October, and a delay in reimbursements for pandemic-related expenses. In the first months of the fiscal year, we anticipate a deficit to run until we receive tax funds from the city, which arrived today. We continue to be in good financial position. For the response, we have spent \$10.4 million and been reimbursed \$7.7 million, resulting in a net of \$2.7 million not yet reimbursed. Cash account balances were \$24 million. The finance committee voted today to pay a \$4 per hour incentive for staff who work vaccination clinics. The mid-year budget will be presented to the board in February. Response costs will continue to be a wild card in budgeting.</li> <li>• Marketing and Branding: No report.</li> <li>• Nominating/Bylaws: No report.</li> <li>• Program Outcomes/Evaluation: No report.</li> <li>• Policy Policy/Protocol: No report.</li> <li>• Ad Hoc: Mr. Friesen reported most board members were able to meet a candidate for Commissioner of Health last week. Interviews were conducted. The committee continues to work on recruitment.</li> </ul>
Communications Report	<ul style="list-style-type: none"> <li>• Mr. Hall presented the communications report. The mural project is nearing completion. December 2 is the tentative date for the dedication of the mural. It is also the day the city council will be honoring Dr. Humbaugh. The council will meet at 6:00 p.m., on the second floor at city hall. We will send additional details to board members as they become available. We continue to share information on COVID-19 vaccines and the flu vaccine. We will have a billboard on Newtown Pike encouraging vaccination. It is going up this week and includes the clinic phone number and website address. Placards are going up on some city buses and door hangers have also been prepared. Dr. Feld offered student assistance with our CHEE team for distribution. Billboards about our HANDS program are also going up around town soon. Some billboards will be in Spanish.</li> <li>• We continue to provide information to fight misinformation about COVID-19 vaccinations.</li> </ul>
Open Public Comment	<ul style="list-style-type: none"> <li>• None presented.</li> </ul>
Adjournment	<ul style="list-style-type: none"> <li>• Mr. Friesen requested a motion to adjourn. Dr. Mason made a motion to adjourn. Dr. Jackson seconded the motion. The motion passed unanimously. The meeting adjourned at 6:59 p.m.</li> </ul>

  
Michael Friesen, Chairperson

  
Kraig E. Humbaugh, MD, MPH, Secretary