




# MEETING MINUTES


Board of Health Meeting  
 650 Newtown Pike  
 February 13, 2023  
 5:45 p.m.

<p><b>ATTENDANCE</b></p>	<p><b>BOARD MEMBERS PRESENT:</b> Commissioner Kacy Allen-Bryant, Jack Cornett, Dr. Hartley Feld, Mike. Friesen, Mayor Linda Gorton, Dr. Gregory Hood, Majd Jabbour, Dr. Rodney Jackson, Dr. Leah Mason, Councilmember Jennifer Reynolds, and Dr. Elizabeth Riley.  <b>OTHERS PRESENT:</b> LFCHD Staff, LFCHD Counsel.</p>
<p><b>TOPIC</b></p>	<p><b>DISCUSSION</b></p>
<p>Call to Order</p>	<ul style="list-style-type: none"> <li>• Dr. Jackson called the meeting to order at 6:03 p.m.</li> </ul>
<p>Roll Call</p>	<ul style="list-style-type: none"> <li>• Ms. Foley called the roll. Drs. Dossett, Gomez, and Zimmerman were excused. Attendance was as recorded above. A quorum was declared.</li> </ul>
<p>Request for Approval: January 9, 2023 Minutes</p>	<ul style="list-style-type: none"> <li>• The January 9, 2023 Board of Health (BOH) meeting minutes were considered. Dr. Mason made a motion to approve the minutes. Mr. Cornett seconded the motion. The motion passed unanimously.</li> </ul>
<p>Commissioner of Health Report</p>	<ul style="list-style-type: none"> <li>• Dr. Owens-Collins presented the commissioner’s report.</li> <li>• We have had 412 new COVID-19 cases since February 10 and have seen a total of 730 COVID-19-related deaths response-to-date. The CDC community level for Lexington is currently medium. We are recommending clinic staff wear masks. We have had 3,314 flu cases. Cases have occurred in people ages three days to 103 years old. Most cases are in children between one and ten years old. There was a spike in Respiratory Syncytial Virus (RSV) cases. Early treatment is key. Only 2% of cases were hospitalized.</li> <li>• LFCHD is recruiting a compliance officer and a quality manager. Updated organizational charts, which will include these positions, will be presented to the Board of Health (BOH) Executive Committee.</li> <li>• An LFCHD nurse was suspended due to an issue with Medicaid billing. The issue is being resolved.</li> <li>• We are forming a committee for line-level staff. The committee will provide an opportunity for line-level staff to have their issues heard and to ask questions.</li> <li>• We continue to work on telework policy revisions. A staff survey was distributed to give staff a venue to share thoughts on how to make the policy equitable for staff who cannot telework. The components of the policy will be that it is transparent and equitable and that it does not disrupt department services. We have implemented Microsoft Teams for</li> </ul>

	<p>training on supervising remote supervisees. Remote workers will receive training on how to work productively while teleworking. Divisions will develop an SOP for telework for their teams.</p> <ul style="list-style-type: none"> <li>• Dr. Owens-Collins thanked Mayor Gorton for meetings with city consultants to discuss mold remediation. She thanked Mr. Jabbour for connecting us with the University of Kentucky College of Public Health for additional discussion. Remediation planning is ongoing.</li> <li>• The Community Health Assessment (CHA) responses are undergoing data analysis. The CHA document will be available March 31. The CHA will help inform our strategic plan, which will be developed after board input is received. Moving forward, the CHA process will be an ongoing process, including focus groups with community stakeholders.</li> </ul>
Committee Reports	<ul style="list-style-type: none"> <li>• Executive: Dr. Jackson reported Dr. Owens-Collins covered executive committee topics in her report. Dr. Mason shared draft language for the statute related to appointment of a commissioner/director for Kentucky urban-county departments of health. Mayor Gorton said she has been working with lobbyists on this legislation. The authority to appoint should remain with the BOH. The board would like to see the language modified from requiring a master’s degree to requiring an advanced degree, which would add flexibility during recruitment. The BOH will review the final language in the legislation. Dr. Jackson said, without the changes the board is requesting, the board may not endorse the bill. The requested change may be able to be incorporated as a technical amendment. Dr. Mason made a motion that someone on the executive committee send the sponsor of the bill our requested change. Mr. Friesen seconded the motion. The motion passed unanimously.</li> <li>• Finance: Mr. Cornett invited Cara Kay to present the committee report. Ms. Kay reported December financials. We had a year-to-date surplus of \$5.66 million compared to a budgeted surplus of \$3.83 million. Year-to-date revenues were 105% of plan, while operating expenses were 90% of plan. The current cash account balance of \$39.76 million was up from \$33.59 million this time last year. The mid-year budget summary was shared. We started with \$1.18 million total and are ending with a \$69 thousand-dollar surplus. There is a \$2 million placeholder in the mid-year budget to support clinic renovations. We also have some grant funding for facilities projects that are not included in the budget. There is a \$400 thousand dollar increase in grant funding for naloxone. Several vacancy credits helped offset salary totals in the budget. We are finalizing an investment policy for rainy day funds. The policy will be taken to our internal policy team, then to the finance committee. We are moving forward with transfer of stored physical records to local storage. We expect the first shipment in the next couple of weeks. We may implement emergency response comp time as we work on building issues, as per our current policy. A subcommittee is working on an RFP for an Electronic Health Record (EHR) vendor. We may be able to have a system in place by the end of the calendar year. Recommendations include hiring a consultant to ensure the EHR will cross-talk with our systems and function as needed and to allow end-user input.</li> </ul>

	<ul style="list-style-type: none"> <li>• Marketing/Branding: K. Hall said he appreciated staff assistance while he was on leave following the birth of his new daughter. Last week was national <i>Black HIV Awareness Week</i>. We partnered with local barbershops to provide education and free HIV testing. 16 people were tested. Attendees were entered into a drawing for a prize. Last week, there were six overdoses overnight in Lexington. Fortunately, none were fatal. We will remind the community that we have free naloxone available as part of our harm reduction services. On Valentine's Day, we will promote carrying naloxone as a good way to show love. Mayor Gorton said Lexington Fire &amp; Emergency Services are reporting high numbers of Narcan administration in the city. K. Hall noted our harm reduction team have continued to operate during the pandemic and also during times of adverse weather.</li> <li>• Nominating/Bylaws: No report.</li> <li>• Program Outcomes/Evaluation: No report.</li> <li>• Policy/Protocol: No report.</li> <li>• Ad Hoc: Dr. Jackson reported the ad hoc committee has completed its work and is disbanded. Dr. Hood made a motion to appoint Dr. Owens-Collins as BOH secretary and to retire Jessica Cobb from her role as interim secretary. Mr. Friesen seconded the motion. The motion passed unanimously.</li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>• None presented.</li> </ul>
Adjournment	<ul style="list-style-type: none"> <li>• Dr. Jackson requested a motion to adjourn. Dr. Mason made a motion to adjourn. Mr. Friesen seconded the motion. The motion passed unanimously. The meeting adjourned at 7:06 p.m.</li> </ul>

  
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 Rodney A. Jackson, Chairperson

  
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 Sheila Owens-Collins, Secretary