



MEETING MINUTES

Board of Health Meeting
650 Newtown Pike
January 8, 2024
5:45 p.m.

ATTENDANCE	<p>BOARD MEMBERS PRESENT: Commissioner Kacy Allen-Bryant, Ms. Phyllis Cooper, Dr. Hartley Feld, Mr. Mike Friesen, Dr. Maria Gomez, Dr. Gregory Hood, Mr. Majd Jabbour, Dr. Rodney Jackson, Dr. Christine Ko, and Dr. Leah Mason.</p> <p>OTHERS PRESENT: Mr. Jack Cornett, LFCHD Staff, LFCHD Counsel.</p>
TOPIC	DISCUSSION
Call to Order	<ul style="list-style-type: none"> • Dr. Jackson called the meeting to order at 5:51 p.m.
Roll Call	<ul style="list-style-type: none"> • Ms. Foley called the roll. Attendance was as recorded above. Dr. Dossett, Councilmember Reynolds, and Dr. Riley were excused.
Request for Approval: December 11, 2023 Minutes	<ul style="list-style-type: none"> • The December 11, 2023 Board of Health (BOH) meeting minutes were considered. Dr. Hood made a motion to approve the minutes. Dr. Mason seconded the motion. The motion passed unanimously.
Presentation of Board of Health Orientation Manuals	<ul style="list-style-type: none"> • Mr. Cornett said we are providing orientation materials for the board in lieu of an in-person retreat. An electronic version of the manual is available to board members on the BOH tab on <i>myLFCHD</i>. • The manual includes bylaws, missions, vision, and values, a roster of the current management team, a list of standing and ad hoc committees, the most recent approved board and board committee meeting minutes, and a copy of the Lexington-Fayette County Health Department (LFCHD) organizational structure chart. A calendar of events for 2024 was also included, along with copies of the three BOH governance policies, an index of Lexington-Fayette County Health Department (LFCHD) policies, as well as a reference document that points to some important state statutes relating to public health.
Interim Chief Administrative Officer (CAO) Report	<ul style="list-style-type: none"> • Mr. Cornett reported things remain stable with most infectious diseases. • We have no new TB cases to report at this time. • STI reports are a little lower than this time last year. • COVID-19 cases also appear stable, though cases are likely higher than reported due to the use of home tests, whose results are not reported. We are monitoring hospitalization in COVID-19 patients. • Influenza cases have surged. There were over 900 confirmed cases for the season, with nearly a third being reported in December. We continue to monitor flu cases.

	<p>on the staff engagement survey and focus groups, and the Electronic Health Record (EHR) RFP. In February, we will reassess the salary plan developed last year. The LFCHD public website is being updated. The new version should rollout within the next two months. Compliance officer interviews will take place in January. There are seven candidates. Four are external and three internal. Of the seven, three hold a Doctor of Law (JD). We have four finalists for the Commissioner of Health position. We are going to put into place a basic management training program for managers and are looking at a new payroll and recruiting system. We will complete our five-year Community Health Improvement Plan (CHIP) this year. The Board of Health and LFCHD will work on a new strategic plan, which will dovetail nicely with the CHIP. We are also putting in place a new contract with Fayette County Public Schools (FCPS).</p>
Committee Reports	<ul style="list-style-type: none"> • Executive: Dr. Jackson reported committee items were covered in the interim CAO report. • Facilities and Finance: Ms. Kay reported for November 2023 financials a surplus of \$5.6M compared to a budgeted surplus of \$2.4M. Year-to-date revenues were 103% of plan. Operating expenses were 75% of plan. Current cash and investment account balances of \$44.1M were up from \$38.5M this time last year. As of November 30, \$21.7M of unrestricted cash has been invested in treasuries and CDs. We received our large tax check from the city. PNC bank representatives presented a brief presentation on LFCHD investments to the finance committee. We are meeting with the architect this week and hope to go to market with the building renovation RFP next week and to sign with a vendor in February. Renovations should be completed around this time next year. We increased the LFCHD mileage rate to match the federal rate, effective January 1, 2024. • Marketing and Branding: Dr. Gomez reported January is cervical cancer prevention and HPV education month. K. Hall said we have information our staff will share on these topics. We continue to share flu and COVID-19 information. We starting soliciting nominations for the Dr. Rice C. Leach Public Health Hero award. A subcommittee of board members will select the winner. LFCHD is taking part in the state vaccination poster/video contest for school children. • Nominating and Bylaws: No report. • Policy and Protocol: Dr. Mason said LFCHD staff are now using DocuTract and are converting policies to Microsoft Word to facilitate review and revision. • Program Outcomes and Evaluation: No report. • Ad Hoc Search Committee: Dr. Jackson reported we are finalizing the format for Commissioner of Health candidate interviews.
Public Comment	<ul style="list-style-type: none"> • Dr. Jackson opened the floor for public comments. None were presented.
Adjournment	<ul style="list-style-type: none"> • Dr. Jackson requested a motion to adjourn. Dr. Hood made a motion to adjourn. Mr. Friesen seconded the motion. The motion passed unanimously. The meeting adjourned at 6:21 p.m.

Handwritten signature of Rodney A. Jackson in black ink, featuring a large, stylized initial 'R' and the letters 'DMD' to the right.

Rodney A. Jackson, DMD, Chairperson

Handwritten signature of Jack Cornett in black ink, featuring a large, stylized initial 'J' and the letters 'Cornett' written in a cursive script.

Jack Cornett, Interim Secretary