

MINUTES

WEDCO BOARD OF HEALTH MEETING

Monday, February 10, 2014

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  
Larry Wiley, R.Ph

**Members Absent:**

**Harrison County**  
Dr. Derek Clarke

**Nicholas County**  
Becky Reid

**Nicholas County**  
Mike Pryor, Judge Executive

**Scott County**  
Jared Hollon, Judge Designee  
Jan Sharpe  
Sherry Taylor  
John M Bennett, M.D.

**Scott County**

Staff and Guests Present: Rachel Kendall, Lorrene Rawlins, Jane Tatum, April Thomas, Gene Thomas, and Crystal Miller

With a roll call showing a quorum present Dr. Bennett called the meeting to order at 6:00 p.m.

**MOTION #1**

Motion was made by Jared Hollon to approve the minutes from December 3, 2013. Jan Sharpe seconded the motion.

***Roll Call:***

Jan Sharpe – Yes  
Sherry Taylor – Yes  
Becky Reid – Abstain

Dr. Bennett – Yes  
Jared Hollon – Yes  
Larry Wiley - Abstain

No further discussion. Motion passed without opposition.

With no Old Business to discuss, the meeting moved forward to New Business and the Environmental and Preparedness Reports. Mr. Gene Thomas asked that the board review the budgeted expenses that are included in the first part of his report. The Environmental staff has collected most all Permit Fees. On January 28, 2014, Gene Thomas and Kristi Morris held a Septic Installers class. There were approximately 30 participants who attended that class. The KAMFES Conference will be held on February 19<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup>. at the Marriott Griffin Gate in Lexington, KY. This conference allows our Registered Sanitarians to receive continuing education hours required for their license. Overall, onsite services are growing due to an increase in housing construction. Mr. Thomas explained that he has spent much time in the last month working on critical infrastructure numbers as required by the Kentucky Department for Public Health. These numbers are used for planning purposes and are designed to be used during response to an event in which medication/supplies may be in limited supply. The new Health

Alert Network system will be up and running beginning March 17, 2014. Wedco's alert roster has been updated with the help of Jane Tatum and Tina Kenney. We will be receiving new GETS (Government Emergency Telecommunication System) cards that will allow us as first priority when it comes to using cell phone towers during an emergency or disaster. In December, Wedco applied for additional preparedness funds in the amount of \$30,000. We just received word that we would not be granted those additional funds and Mr. Thomas has asked what criteria were needed at obtaining said funds. Ms. Miller explained that it appeared funds were awarded to other Health Departments for items Wedco already has such as our message board, trailers, etc. Wedco had requested to utilize money for staff training and two freezers with a battery backup.

Next, Mrs. Crystal Miller presented the Clinic board packet. Mrs. Miller shared that she is still actively looking for a Nurse Administrator. The Clinic YTD numbers through December 31, 2013 are attached in the board packet for review. Service numbers are down and Mrs. Miller is monitoring those closely. Mrs. Miller shared that she needs the board's approval on Wedco's Same Day Scheduling Policy. Mrs. Sherry Taylor asked if patients who present to the clinics in the morning and are unable to be seen, make an appointment and keep their actual appointment. Mrs. Miller said this is working well and the no show rate is low.

**MOTION # 2**

Motion was made by Sherry Taylor to approve Wedco's Same Day Scheduling Policy. Becky Reid seconded the motion.

*Roll Call:*

Jan Sharpe – Yes

Judge Alex Barnett – Yes

Sherry Taylor – Yes

Jared Hollon – Yes

Becky Reid – Yes

Larry Wiley - Yes

No further discussion. Motion passed without opposition.

Next, Mrs. Lorrene Rawlins presented the Home Health board packet. All Home Health programs have maintained consistency since the beginning of the Fiscal Year. Currently, Home Health has a balance of \$300K and we are very proud considering many agencies are struggling. Wedco embarked on a new billing system in January that may present a challenge with our revenue stream in the next several months. Our EPSDT program continues to have consistent services but getting the revenue in still proves to take an enormous amount of man power due to the Medicaid Managed Care Organizations. The VA program continues to struggle and we are losing money, however, we have reserves and will continue to serve our patients that are under this program. As of November 30, 2013, Wedco has received 441 referrals; this is an increase of 60% from last year's 275 referrals of the same time period. Wedco continues to provide indigent care and we are still successful at finding resources to help fund indigent care patients. Ms. Rawlins is requesting board approval of a new home health policy regarding replacement of employee issued equipment. Ms. Sharpe asked how often Wedco inventories the equipment in possession of employees and Ms. Rawlins shared this is done annually.

**MOTION # 3**

Motion was made by Sherry Taylor to approve Wedco's Home Health Equipment Inventory Policy & Receipt Form. Becky Reid seconded the motion.

*Roll Call:*

Jan Sharpe – Yes

Judge Alex Barnett – Yes

Sherry Taylor – Yes

Jared Hollon – Yes

Becky Reid – Yes

Larry Wiley - Yes

No further discussion. Motion passed without opposition.

Dr. Bennett specified that Wedco chooses to do indigent care; it is not required and is not a core service but Wedco uses tax dollars to care for patients. Mrs. Rawlins conferred that this sets Wedco apart from other agencies that are unwilling to accept indigent patients. All board members agreed this was a key service that Wedco provides. Mrs. Taylor asked what strategies were used to increase the referral's home health has received lately. Mrs. Rawlins said that each county has a strong leader who has reached out to various professionals marketing Wedco's services. Wedco's reputation of quality patient care has also helped to gain support in the communities we serve.

Next, Mrs. April Thomas reviewed the Community Health board packet. Wedco continues to move forward with accreditation and the MAPP process. Mrs. Thomas asked that the board approve Wedco to supply a Statement of Intent for Accreditation Application.

**MOTION # 4**

Motion was made by Jan Sharpe to approve Wedco to move forward with a Statement of Intent for Accreditation. Jared Hollon seconded the motion.

*Roll Call:*

Jan Sharpe – Yes

Judge Alex Barnett – Yes

Sherry Taylor – Yes

Jared Hollon – Yes

Becky Reid – Yes

Larry Wiley - Yes

No further discussion. Motion passed without opposition.

Mrs. Thomas urged the board members to "like" Wedco on Facebook and advised that Wedco's Facebook page is continually updated with important Wedco events. Wedco has welcomed student intern, Elizabeth Stevens, of Georgetown College. Ms. Stevens will be shadowing the Health Education team by participating in community meetings and events. The Community Resource Directory has been updated to include information for Bourbon County. Ms. Thomas shared that Health Educator, Ashley Scott has received her Child Passenger Safety Certification and is now able to do car seat safety checks. Wedco will be applying for the Kentucky Colon Cancer Screening Program (KCCSP). This grant is designed to invest in projects that provide colorectal cancer FIT screening and colonoscopy screening to low income,

under insured residents of Kentucky. Wedco continues to hold Glo Germ (hand washing program), Buckle Bear (child seatbelt safety) and Cooper Clayton Smoking Cessation classes in each of Wedco's counties. Mrs. Thomas advised the board to review the board packet which lists many community events, meetings and committees that Wedco's health education team is participating in. On December 19, 2013, Governor Beshear announced that Kentucky was one of the six winners of a \$44.3 million Race to the Top Early Learning Challenge grant. Wedco's HANDS program has had 43 new admissions and continues to be successful.

The Financial board report was then presented by Ms. Jane Tatum. The Cabinet for Health and Family Services conducted a 3-year financial compliance (desk) audit for FY 13-15. Audited records included payroll, vendor payments and bank reconciliations. As of Friday, February 7, 2013, there were no compliance issues. Wedco Receipts over Expenditures show a surplus \$719,974.03 for the first six months of FY 14. Ms. Tatum reminded the board that while this is wonderful, we are only halfway through the year so this could be subject to change. Just last week, Wedco launched a new billing system for home health so this may contribute to a delay in revenue. This process has involved an immense amount of data clean up and building of billing tables.

The meeting continued with Mrs. Crystal Miller sharing an item for new business. Mrs. Miller advised the board that she would like board approval to present a set amount of funds to each county's medical mission or rural health clinic. Giving this money to each Wedco county will continue with providing help to our indigent care population.

**MOTION # 5**

Motion was made by Judge Barnett to provide \$4000 to each county to fund their indigent care program. Jared Hollon seconded the motion.

*Roll Call:*

Jan Sharpe – Yes

Sherry Taylor – Yes

Becky Reid – Yes

Judge Alex Barnett – Yes

Jared Hollon – Yes

Larry Wiley - Yes

No further discussion. Motion passed without opposition

Mrs. Miller continued with the Directors Report. After analyzing the 2013 NACCHO National Profile Data, Wedco seems to be performing better than most local health departments. Wedco workforce has been maintained over the past year whereas other LHD's have reduced their workforce. Financially, 46% of LHD reserve funds have decreased whereas Wedco reserves have increased. Wedco has also not cut any services and others have. Mrs. Miller advised the board that Dr. Frank McKemie is no longer with the Harrison Co. Local Board. Dr. Stephen Besson will be replacing Dr. McKemie on that board. Dr. Richard Clayton has just been appointed to the Scott Co. Local Board. We are currently in the legislative session in Frankfort. KHDA has a committee representing LHD's and providing information on bills being introduced. House Bill 173 for Statewide Smoke Free Workplaces is moving and possibly will be called for a vote in the House by the end of this week. However, an amendment has been made to exempt Cigar Bars which weakens the law. Senate Bill 88 involves removing the

authority of Boards of Health to enact regulation; however, this bill doesn't seem to have any legs yet. There is a possible bill on the PVA assessing fees on special taxing districts. DPH's Attorney is currently researching whether a bill must be filed to give this authority. This is certainly something to continue to follow. Mrs. Miller advised that she is working on the board training and she is involved in several upcoming projects and meetings. The Kentucky Public Health Association meeting will be held April 15-17, 2014 in Louisville, KY. Board members are encouraged and welcome to attend.

The next Wedco District Board meeting date was set for June 9, 2014 at 6:00 p.m.

With no further business to discuss Dr. Bennett called for a motion to adjourn.

**MOTION # 6**

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

*Roll Call:*

Jan Sharpe – Yes

Sherry Taylor – Yes

Becky Reid – Yes

Judge Alex Barnett – Yes

Jared Hollon – Yes

Larry Wiley - Yes

No further discussion. Motion passed without opposition. Meeting adjourned.

  
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John Bennett, M.D., Chairman

6-23-2014  
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Date

  
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Crystal Caudill-Miller, Secretary

7/17/14  
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Date