



District Health Department & Home Health Agency

Serving Harrison, Nicholas, Scott & Bourbon County Home Health

MINUTES

WEDCO DISTRICT BOARD OF HEALTH MEETING

Monday, June 11, 2018

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
Dr. Derek Clarke
Dr. Bret Hines, OD

Nicholas County

Mike Pryor, Judge Executive

Scott County

Jared Hollon, Judge Designee
Dr. John M Bennett, M.D
Jan Sharpe

Members Absent:

Harrison County

Nicholas County

Becky Reid

Scott County

Sherry Taylor, RN

Staff and Guests Present: James Carl Gray, Rachel Kendall, Dr. Crystal Miller, Shyla Bourne, Debbie Whitson and Ronda Walton.

With a roll call showing a quorum present; Dr. Bennett called the meeting to order at 6:05 p.m.

Dr. Miller asked the board for a motion to approve the February 26, 2018 minutes.

MOTION #1

Motion was made by Judge Barnett to approve the minutes from February 26, 2018. Judge Pryor seconded the motion.

Roll Call:

Judge Barnett – Yes

Dr. Clarke – Yes

Jared Hollon – Yes

Jan Sharpe – Yes

Dr. Bennett – Yes

Dr. Hines – Yes

Judge Pryor – Yes

No further discussion. Motion passed without opposition.

Next, the meeting moved forward with Dr. Bennett asking the board to approve the consent agendas. Dr. Miller briefed the board on the current status of the environmental program in Scott Co. At this time the environmental services in Scott County have increased but due to the two new environmentalists; Amy Jones and Michael Ohler being trained, it may take longer than usual to complete the services. WEDCO has contracted with another registered sanitarian who has retired but still does contract work, as well as pulling an environmentalist from another county, to help the environmental department until the new two new employees are trained.

MOTION #2

Motion was made by Judge Barnett to approve the consent agenda which included program reports from Environmental, Community Health Education, Home Health and Community Health Clinic. Jan Sharpe seconded the motion.

Roll Call:

Judge Barnett – Yes	Dr. Bennett – Yes
Dr. Clarke – Yes	Dr. Hines – Yes
Jared Hollon – Yes	Judge Pryor – Yes
Jan Sharpe – Yes	

No further discussion. Motion passed without opposition.

With no further old business to discuss, the meeting moved forward to new business.

Mr. James Carl Gray, Financial Advisor at Kentucky Bank, presented a summary of WEDCO's investment accounts. Mr. Gray stated we currently have 38 CD's in our investment account plus the money market. All CD's are kept at \$250,000 or less so that all CD's are FDIC insured. Of the 38, 27 are structured CD's, and 11 are traditional fixed rate CD's. Mr. Gray is trying to fit these into our maturity schedule so that we always have money coming due. Of the 27, they are all five, six or seven-year CD's. They are longer maturities and offer more for the client, every one of these is within the expected pricing, and 16 of these are even above expected the expected pricing. In 2019 we have \$650,000 coming due. In 2020 we have \$650,000, in 2021 \$1,189,000, in 2022 \$1,127,000, in 2023 \$841,000 and 2024 \$563,000 coming due.

Mr. Gray presented a plaque to the WEDCO District Board of Health on behalf of the family of William E. Davis. This plaque was originally presented to Mr. Davis in March of 1983 by the WEDCO District Board of Health to honor him for twenty-five years of outstanding service and being instrumental in forming the district.

MOTION #3

Motion was made by Judge Barnett to move to a closed session for the purpose of personnel. Jared Hollon seconded the motion.

Roll Call:

Judge Barnett – Yes	Dr. Bennett – Yes
Dr. Clarke – Yes	Dr. Hines – Yes
Jared Hollon – Yes	Judge Pryor – Yes
Jan Sharpe – Yes	

MOTION #4

Motion was made by Jan Sharpe to return to open session. The motion was seconded by Judge Barnett.

Roll Call:

Judge Barnett – Yes

Dr. Clarke – Yes

Jared Hollon – Yes

Jan Sharpe – Yes

Dr. Bennett – Yes

Dr. Hines – Yes

Judge Pryor – Yes

Rachel Kendall, Administrative Services Manager presented the financial report. The first portion of the report was an update for current FY 17. WEDCO's current assets equal \$14,200,000. Receipts over expenditures show a surplus of \$1.2M. Mrs. Kendall shared with the board that as of April 30, 2018, the operational checking account currently receives a rate of 0.50% on an average daily balance of \$3,337,127.54. This meets the State's recommended three months of operating expenses. Mrs. Kendall included investments and CD's within her report for the board to review.

Mrs. Kendall explained that the proposed FY19 budget was sent to the State for review on May 31, 2018 and as of this board meeting, she has not heard back from them. FY 18 allocations from the State were about \$200,000 more than the previous year.

Mrs. Kendall reported that the biggest increases in expenditures for the upcoming FY19 is the mandated retirement contribution of 49.47% and the need to move to an electronic medical records system for home health. It was reported that the Home Health department has taken a huge financial hit due to many factors, such as CMS guidelines changing making it difficult to receive referrals as well as billing constraints. Home Health services were down and revenue was also decreased this past fiscal year. Our Director of Nursing, Mrs. Lorrene Rawlins, is working hard on staffing her vacant positions and having her supervisory staff market our services heavily. This fiscal year WEDCO had to use \$857,000 of restricted Home Health funds to balance the Home Health budget for the year.

The Kentucky Employees Retirement System (KERS) Employer Contribution rates for LHD's will remain at 49.47% in FY19. However, for FY20 the KERS rate is projected to increase to 84%. With the increase in retirement contribution and impending budget cuts, the budget is being presented without a merit increase for employees for FY19. However, the FY19 budget does include a 1.5% lump sum payment to staff who achieve a performance rating at the Proficient and Commendable level, and a 3% lump sum payment to staff who achieve a performance rating at the Highly Commendable level.

MOTION #5

Motion was made by Judge Pryor to approve the budget with no meritorious increase for employees in FY19. The motion was seconded by Jan Sharpe.

Roll Call:

Judge Barnett – Yes
Dr. Clarke – Yes
Jared Hollon – Yes
Jan Sharpe – Yes

Dr. Bennett – Yes
Dr. Hines – Yes
Judge Pryor – Yes

MOTION #6

Motion was made by Dr. Clark to approve the budget for FY19 with a 1.5% lump sum payment to staff who achieve a performance rating at the Proficient and Commendable level, and a 3% lump sum payment to staff who achieve a performance rating at the Highly Commendable level. The motion was seconded by Dr. Bennett.

Roll Call:

Judge Barnett – Yes
Dr. Clarke – Yes
Jared Hollon – Yes
Jan Sharpe – Yes

Dr. Bennett – Yes
Dr. Hines – Yes
Judge Pryor – Yes

Mrs. Kendall summarized that revenues were \$591,510 less than budgeted for FY18, this was due to a decrease in services in Home Health. Expenditures were \$554,000 less than budgeted in FY18. Mrs. Kendall stated that Dr. Miller would be speaking about putting a hold on the Tuition Assistance Program for FY19 and that WEDCO would be making a contribution of \$150,000 to The Beautiful Minds Program in the schools. It was reported that employee fringe benefit costs are up \$90,000 from FY18 to FY19.

Lastly, the Directors Report by Dr. Crystal Miller was presented. Dr. Miller advised the board that in August WEDCO would have a site visit regarding accreditation and that a few of the board members will be interviewed.

It was reported that the Needle Exchange Program is going well. WEDCO received a grant and will use these monies to start a coalition in Harrison county and to extend it out to Nicholas and Scott counties.

Dr. Miller reported that WEDCO received \$700,000 in FY19 to help with retirement costs but it is uncertain that we will receive that again in FY20. Due to the uncertainty with the legislature Dr. Miller proposes to put the Tuition Assistance Program on hold for new applicants, but to continue to assist those that are already enrolled.

MOTION #7

Motion was made by Jan Sharpe to put the Tuition Assistance Program on hold for any new applicants. This motion was seconded by Jared Hollon.

Roll Call:

Judge Barnett – Yes

Dr. Bennett – Yes

Dr. Clarke – Yes
Jared Hollon – Yes
Jan Sharpe – Yes

Dr. Hines – Yes
Judge Pryor – Yes

The next meeting date is scheduled for September 17, 2018.

MOTION #8

Motion was made by Jan Sharpe to adjourn. This motion was seconded by Dr. Clark.

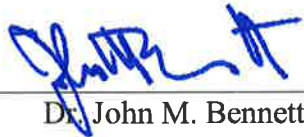
Roll Call:

Judge Barnett – Yes
Dr. Clarke – Yes
Jared Hollon – Yes
Jan Sharpe – Yes

Dr. Bennett – Yes
Dr. Hines – Yes
Judge Pryor – Yes

No further discussion. Motion passed without opposition

Meeting adjourned.



Dr. John M. Bennett, Chairman



Date



Dr. Crystal Miller, Secretary



Date