District Health Department & Home Health Agency
Serving Harrison, Nicholas, Scott & Bourbon County Home Health

MINUTES

WEDCO BOARD OF HEALTH MEETING

Monday, March 9th 2020

WEDCO District Health Department
Harrison County Health Center Community Room

Cynthiana, Kentucky

6:00 P.M.

Dr. Bennett, Chairman
Judge Barnett, Vice Chairman

302 Oddville Avenue, Cynthiana, Kentucky
Mail to: P.O. Box 218, Cynthiana 41031 859-234-8750 Toll Free: 866-75WEDCO 859-234-0054 fax
www.wedcohealth.org

Members Present:
Harrison County
Alex Barnett, Judge Executive
Dr. Derek Clarke
Brett Hines, OD

Nicholas County
Judge Steve Hamilton

Scott County
Sherry Taylor, RN
Tim Thompson

Members Absent:
Harrison County
Dr. John Bennet

Nicholas County:
Becky Reid

Scott County:
Jared Hollon, Judge Designee

Staff and Guests Present: Dr. Crystal Miller, Rachel Kendall, Michael Ohler, Sherrie Tibbs, Terrice May, Savannah Tucker, Debbie Whitson, Gary Brunker, William Thomas, Adam Lawrence, Dave Carney.

With a roll call showing a quorum present, Judge Barnett called the meeting to order at 6:00 p.m.

Dr. Miller asked the board for a motion to approve the consent agenda which included minutes from Wednesday, November 6th, 2019.

MOTION #1
Motion was made by Dr. Hines to approve the consent agenda which included minutes from Monday, November 19th, 2018. Tim Thompson seconded the motion.

Roll Call

Dr. Derek Clarke – Abstain
Judge Barnett – Yes
Sherry Taylor, RN – Abstain
Tim Thompson – Yes
Dr. Hines – Yes
Judge Hamilton - Yes

Sherry Taylor and Dr. Clarke abstained because they were not present at the previous meeting.

No further discussion. Motion passed without opposition.

Judge Barnett and Crystal Miller began the meeting by introducing Judge Hamilton and instructing those present to briefly introduce themselves to Judge Barnett.

The next order of business was to review the consent agenda for WEDCO's Home Health Program. There was no action needed for this item.

Sherrie Tibbs, Clinic Nurse Administrator for WEDCO, presented the next item on the agenda: an overview of the steps her program would be taking to prepare for COVID-19. She reviewed adjustments made in the clinic including signage instructing those who may be symptomatic to inform nursing staff, additions to patient pre-appointment questionnaires to screen for symptoms.

She went on to discuss the positive impact the move to the Harrison County Health Center has had in her program. She then informed the board of the clinic's transition to no longer providing women's cancer screening services or family planning services. She explained FQHC's (Federally Qualified Health Centers) will now provide those services, though the transition period has been challenging. She also informed the board that WEDCO's clinics are still seeing a small number of Hepatitis A cases and that there is still 764 (Hepatitis A Funding) available for use. The clinics have been continuously training new nurses, of the three that were hired over the last year, WEDCO was able to retain two, both of which have nearly completed all trainings necessary to work independently.

The next order of business was the financial board report, presented by Rachel Kendall, WEDCO's Administrative Services Manager. She informed the board that the move of the District Office up to the Harrison County Health Center has been successful and expressed her desire to invite the District Board up to tour the building and see the renovations. Rachel went on to say she would be working to update WEDCO's security system over the next year due to most of the technology currently being used being outdated or obsolete. There were funds earmarked in previous budgets for projects like this.

She informed the board that her staff have also expressed an increase in productivity and moral. She thanked the board for supporting the move.

She went on to report to the board regarding a previous issue with bank reconciliations brought to light during last year's audit. Rachel explained that the work load on the staff member whose responsibility that is very heavy, though Rachel has been working with her to fine tune processes.

Rachel then let the board know that she had received the financial projection for the first six months of the fiscal year and confirmed that WEDCO is on track to have a $500,000 surplus. This is less than WEDCO has had in the previous year, however much was spent on capital expenditure items and investing in WEDCO's buildings.

Rachel then reported on financials through December, expressing satisfaction with the current financial status through the first six months of the fiscal year. Financials are as follows:

Total Assets: $17 million
Receipts over Expenditures: surplus of $1.4 million
Receipts: $5.6 million (57.38% of budgeted revenue)
Expenditures: $4.2 million (48.79% of budgeted expenditures)
Checking Account: $6.5 million

Rachel explained WEDCO has kept more in the checking account than is typically kept in order to have fast access to funds, but some may be invested in the future.

She reported the CDs reported in the board report are through February.

Dr. Clark questioned Rachel on plans to build a storage facility, Rachel explained Gene Thomas had been working on planning for the construction of a storage facility but was pulled off that project to work on COVID-19 Response. Rachel explained her plans to collect bids and possibly have them at the next board meeting.

There was no action needed.

The next order of business was the Community Health Promotions board report, presented by Terrice May, WEDCO's Public Health Services Manager. She informed the board of the success of a recent Opioid Education Seminar at the Georgetown Public Library hosted by the Caring for Our Community Coalition. She reported many community partners in attendance, including Tim Thompson and Sherry Taylor. She reported the feedback from community members to be very positive. She went on to explain her plans to continue planning events like this. Dr. Miller expressed her satisfaction with the event.

There was no action needed.

The next order of business was the Environmental board report, presented by Michael Ohler, WEDCO's Environmental Team Lead. He informed the board of the successful Registered Sanitarian certifications of WEDCO's newest Environmentalists, Kate Walters and Kayla Kiser. He went on to update the board on changes made to the Food Code in July of 2019 and how they have impacted the Environmental Program. The new scoring rubric lessens the points able to be deducted in response to a critical violation, making it more difficult to shut an establishment down due to critical violations. He reiterated the importance of the recent policy requiring food handler certifications for food service workers because of these new regulations.

He went on to update the board on the financial status of the Environmental program. Michael explained that at this point 60 % of the budget should have been used. He reported they were slightly over budget in program code 500 (Food Program) due to the training of new staff. He pointed out however they were under budget 20% in 901 (Administration Time) and 540 (Public Facilities). He explained those expenditures would increase later in the year as pools and other establishments open.

He went on to point out on-site service numbers and opened up for questions on those. There were no questions.

He then informed the board of plans for the future, including a more interactive and user friendly website and an increase in fees for some programs.

No action needed, no further questions.

The next order of business was the Director's Report. Dr. Miller informed the board of Beautiful Minds data that confirmed the need for suicide prevention services. She informed the board that this program has successfully stopped three potential suicides in Harrison County. $150,000 was spread out between WEDCO's counties.

Syringe exchange programs were doing well, Dr. Miller expressed a need to expand these services into Nicholas County. She also informed the board of a new risk reduction specialist placed at WEDCO through a grant funded position through the University of Kentucky. This will increase the capacity to do more harm reduction work in WEDCO's district.

She also informed the Board of two House bills (129 and 171) that will provide a better understanding of the commitment long term to Kentucky Retirement System. She reported that she would have more information about that in the future and commended the board plans made years ago that have financially prepared WEDCO for these potentially high contribution rates.

She then switched the topic to COVID-19, commending Governor Beshear on his leadership and transparency during this time. She then gave the board the timeline of how that weekend had progressed: Friday, March 6th at 5 p.m. – First case was reported to Dr. Miller to be a Harrison County Resident. Dr. Miller, Judge Barnett, and Mayor James Smith met at the Harrison County Health Center and called a Community Partners meeting for 9 a.m. Saturday morning. They also made contact with Harrison Memorial Hospital who, by 9 a.m. Saturday morning had already put 48 people on isolation for 14 days.

Saturday March 7th, 2020 – WEDCO made contact with Walmart's Corporate office, the workplace of the positive patient.

Sunday March 8th, 2020 – WEDCO made contact with Harrison County Walmart, whose store manager was very cooperative and worked with WEDCO to determine which of her staff needed to be isolated. WEDCO began contact investigations. WEDCO was notified of a second positive patient on Sunday as well. It was quickly determined that these patients were linked.

She also informed the board that the first two cases were linked with the third confirmed case.

Dr. Miller informed the board Cynthiana Walmart had shared their sales were down 30 % and up 30% at the Paris Walmart. She recognized the impact this could have on small and local businesses. She informed the board she had asked her staff to continue to share on social media their support for local businesses and restaurants.

Judge Barnett then informed the board that through the cooperation of the Cynthiana Democrat and Post Master, informational newspapers would be delivered to each citizen in Harrison County.

Dr. Miller informed the board the state only has access to 200 COVID-19 test kits, which is why she has been very selective about who gets tested. Commissioner Stack gave Dr. Miller delegated authority to authorize testing in conjunction with Harrison Memorial Hospital. Additionally, she informed the board that private labs were working to be able to increase the testing capacity, but their current turnaround time for results was much longer than the state lab.

Tim Thompson questioned the ability of the state to secure more tests, Dr. Miller explained that Commissioner Stack had been very aggressive in securing testing and ensure the state lab could process tests and that she was confident he would do everything in his power to secure more tests if possible.

Dr. Clarke then commented on his experience in his practice. He informed the board of the public's want be tested due to having mild symptoms that may not qualify them for testing, even though they may be infected. Dr. Clarke then commented on the importance of testing capacity based in his knowledge of how the pandemic was playing out in other states and in internationally.

Dr. Miller then told the board of her understanding that the state leadership had committed to provide whatever resources deemed necessary if at all possible.

Tim Thompson asked what the population of Harrison County was and if there was knowledge of travel of the confirmed cases. Judge Barnett and Dr. Miller answered that there are approximately 18,000 people in Harrison County and there is knowledge of travel to other counties by the positive cases. This is why timely contact investigations are very important.

Dr. Clarke informed the board that he had cancelled all elective procedures and recommended that surgical masks not be set out where they are easily accessible because he had been made aware of cases in which the public was taking entire boxes. He recommended that if masks were to be given out, it would be wise to keep them behind a desk. Dr. Miller explained that Gene Thomas was managing the supply of PPE and distributing them appropriately.

Dr. Miller shared her plans to continue contact investigations into that evening and updated the board on the current status of those investigation. She shared her and Commissioner Stack's commitment to protecting the privacy of these patients. She also explained that there is not currently knowledge of how patient one contracted COVID-19, but it is likely that it is community spread.

Dr. Clarke shared that his understanding at the time was the virus can live on surfaces for up to 12 hours and can be projected approximately 10 feet when a patient coughs.

Dr. Miller then shared some of the practices WEDCO's employees have made and also informed the board of Harrison County Schools Superintendent's decision to use NTI days in anticipation of low attendance.

Judge Hamilton informed Dr. Miller of a local nursing home that was considering closing to visitors. Dr. Miller expressed her support of this decision. Dr. Miller offered to write a letter in support of that decision and deliver it to him next week.

Judge Hamilton also asked about the need to sanitize high touch areas in Nicholas County Schools, Dr. Miller confirmed that these areas need to be sanitized often even though children seemed to be contracting the virus at a lower rate than adults.

With no further business to discuss, Judge Barnett asked for a motion to adjourn.

MOTION 2

A motion was made by Dr. Clarke to adjourn. It was seconded by Judge Hamilton.

Roll Call

Dr. Derek Clarke – Yes
Judge Barnett – Yes
Sherry Taylor, RN – Yes
Tim Thompson – Yes
Dr. Hines – Yes
Judge Hamilton - Yes

No further discussion. Motion was passed without opposition.

Meeting adjourned.

Dr. John M. Bennett, Chairman

6-17-2020
Date

Dr. Miller

Dr. Crystal Miller, Secretary

4/17/2020

Date