

## Floyd County Board of Health Meeting Minutes

March 12, 2024

**In attendance in person:** Danny Branson, Blake Burchett, Seth Hyden, Thursa Sloan, Charla Burgett, Seth Hyden, Neva Francis, Allen James, Terry Wright, Martha Ellis, and Bethany Pigman

**In attendance virtually:** Robbie Williams

**Absent with notification:** Kate Shutts

The Board of Health (BOH) Meeting was called to order at 6:00 PM. A quorum was recognized, and the meeting preceded.

Martha introduced Charla Burgett, Pharmacist as a new board of health member.

### Old Business

#### **Meeting Minutes**

Martha Ellis asked for a motion to approve the BOH meeting minutes dated 12-12-23. A motion was made by Thursa Sloan to approve the minutes as written. Neva Francis seconded the motion with all in favor. Motion carried.

#### **Project Updates**

Martha submitted facility updates on the following:

- Lactation Room- Brandon Sloan has been working on getting specs so that bids can be taken. Martha informed the board that since there are so many health departments working on construction projects it has been hard to get someone to follow through.
- Vaccine Room- Martha informed the board that the room is finished, other than moving refrigerators over from the harm reduction side.
- Clerical Room- Martha informed the board that the clerical rooms were completed. She reminded the board that dual screens were needed for the EMR.
- Flooring 3<sup>rd</sup> Floor- Martha informed the group that the 3<sup>rd</sup> floor flooring done by Mays Carpet will be placed soon. The total price for the flooring was \$33,000.00.
- Security System -Martha informed the board that Secure All would be completing the project soon. The Covid -19 funds were used for this project. Secure All was chosen due to the cost analysis that Brandon Sloan had completed showing that upfront costs were higher but costs over time were much cheaper than the competitor.
- ADA Doors- Martha informed the board that one ADA door has been fixed at the entrance of the building. She stated that the other door should be completed soon.

In addition to the facility projects, Martha shared the list of other projects that staff would be working on soon.

- Community Health Assessment (CHA) Meeting with community partners will be held March 21, 2024, at the Jenny Wiley Lodge.
- Community Health Improvement Plan- Plans to complete this after the CHA is finalized.
- Strategic Planning
- EMR- Training to start September 2024.
- Workday-BARS to go live July 1<sup>st</sup>, 2024.

- OSHA Review- Brian Holbrook finished 10-hour course for OSHA certification. A request will be made to KY Safe to do a walk through to ensure that facilities and healthcare portion of health department are OSHA compliant.

In addition, Martha stated that she will be working on updating policies and job descriptions.

**New Business**

**Financial Update**

Martha presented the following financial update to the BOH:

**Year to Date: 23-2024 FISCAL YEAR**

	<b>Operating Fund</b>
Estimate Opening Balance July 1	<b>8,453,268.19</b>
Budgeted Receipts (all sources)	XXXXXX
Public Health Tax Received (real and personal property taxes)	579,947.42
Motor Vehicle P.H. Tax Received	97,807.69
Delinquent Tax Received	51,620.78
Other Receipts – Specify  UMC, Omit Tangible, Franchise, Gas	  84,177.95
Interest Income	5,021.58
<b>Total Funds Available</b>	<b>9,271,843.61</b>
Audit of Taxing District Funds	2500.00
Dept of Local Government	500.00
Bank/Check Charges	7.00
<b>Total Expenditures</b>	<b>3007.00</b>
<b>Balance Remaining</b>	<b>9,268,836.61</b>

**Taxing District CDs**

<b>CD #8085</b>	<b>170,673.38</b>
<b>CD #3664</b>	<b>542,946.87</b>
<b>CD #4113</b>	<b>661,772.16</b>
<b>CD #6616</b>	<b>477,598.47</b>
<b>CD # 5493</b>	<b>134,169.81</b>
<b>CD #5127</b>	<b>849,732.03</b>
<b>CD #3749</b>	<b>542,930.88</b>
<b>CD #1608 (Citizens)</b>	<b>250,503.47</b>
<b>CD #8462 (Citizens)</b>	<b>364,276.84</b>

**Floyd County Health Department Financials**

<b>Bank Account (as of 3/11/24)</b>	<b>1,775,347.73</b>
<b>CD # 3368</b>	<b>266,476.15</b>
<b>CD # 6200</b>	<b>462,852.89</b>

**Floyd County Health Department Budget as of January 31, 2024**

<b>Receipts Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>
<b>4,587,992.68</b>	<b>2,591,447.78</b>	<b>1,588,561.95</b>
<b>Expenses Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>
<b>3,944,790.00</b>	<b>2,297,957.73</b>	<b>1,866,121.88</b>

**Personnel Handbook**

Martha presented the revised Personnel Handbook for approval. Allen James made a motion to approve the handbook as presented. Thursa Sloan seconded the motion with all in favor. Motion carried.

**Legislative Update**

Martha provided the board with a legislative update on the following house bills:

HB10 related to the HANDS program to require HANDS program provide information to lactation consultation, breastfeeding, and safe sleep practices for babies and that participants will participate face to face methods or teleservices delivery methods.

HB150 related to creating a new section of KRS to exempt motor vehicles, recreational vehicles, trailers and semitrailers from state and local ad valorem taxes.

HB252 related to creating a new section of KRS to prohibit a health care provider from performing a pelvic, rectal, or prostate exam without an informed consent.

**Program Update**

Martha informed the board that the Diabetic Shoe Clinic was postponed by UK Homeplace clinic. She also stated that the Harm Reduction/Homeless Wellness Day was scheduled for March 6, 2024. Martha informed that there will be three more wellness days by June 2024. In addition, she stated that the health department collaborated with God’s Pantry to start the Healthcare Pantry Program for any client/participant that stated they had food insecurity.

**Personnel Update**

At 6:51pm a motion to adjourn was made by Allen James. Terry Wright seconded the motion with all in favor. Motion carried.

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Seth Hyden, Chairperson      Date

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Martha Ellis, Secretary of BOH      Date