

## Floyd County Board of Health Meeting Minutes

June 11, 2024

**In attendance in person:** Danny Branson, Seth Hyden, Thursa Sloan, Charla Burgett, Seth Hyden, Meredith Reed, Terry Wright, Mark Greene, Martha Ellis, and Bethany Pigman

**In attendance virtually:** Robbie Williams

**Absent with notification:** Kate Shutts and Blake Burchett

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

Martha introduced Meredith Reed, Optometrist, as a new board of health member.

Martha also informed the board that Neva Francis, RN, has moved to Lexington and has resigned as a board member. Martha expressed gratitude for Neva as she has served nearly 10 years.

### **Old Business**

#### **Meeting Minutes**

Martha Ellis asked for a motion to approve the BOH meeting minutes dated 03-12-24. A motion was made by Terry Wright to approve the minutes as written. Mark Greene seconded the motion with all in favor. Motion carried.

#### **Project Updates**

Martha submitted facility updates on the following:

- Cleaning up the building
- Completing flooring on the 3<sup>rd</sup> floor foyer
- Stripping and waxing 2<sup>nd</sup> floor beginning June 21<sup>st</sup>
- Lactation room to be started approximately three weeks

### **New Business**

#### **Taxing District Budget and Tax Rate**

Martha presented the following FY25 Taxing District Budget for review and approval:

FLOYD COUNTY  
PUBLIC HEALTH TAXING DISTRICT BUDGET  
FOR THE 2024-25 FISCAL YEAR

	(Savings Accounts) Operating Fund	(CD'S) Capital Fund	
ESTIMATE OPENING BALANCE JULY 1	\$ 9,513,344	\$ 3,410,657	
<b>BUDGETED RECEIPTS (ALL SOURCES)</b>			
PUBLIC HEALTH TAX RECEIVED			
(REAL & PERSONAL PROPERTY TAXES)	\$664,596		
MOTOR VEHICLE P.H. TAX RECEIVED	\$132,589		
DELINQUENT TAX RECEIVED	\$58,093		
OTHER RECEIPTS - SPECIFY			
UMC, Franchise, Gas, Omitted Tangible	\$198,932		
INTEREST INCOME	\$ 8,845	\$47,865	\$ 1,110,920
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 10,576,399</b>	<b>\$ 3,458,522</b>	
<b>BUDGETED EXPENDITURES</b>			
APPROPRIATIONS TO HEALTH DEPT.	\$1,004,003		
BUILDING MAINTENANCE & REPAIRS	\$ -		
LAND, BUILDING, & IMPROVEMENTS	\$ 150,000		
VEHICLE PURCHASE	\$ -		
AUDIT OF TAXING DISTRICT FUNDS	\$ 2,000		
EQUIPMENT AND PURCHASES	\$ -		
SPGE YEARLY REGISTRATION FEE	\$ 500		
BANK/CHECK CHARGES	\$ 50		
OTHER CONTRACTED SERVICES	\$ -		
BOARD MEMBERS MEETING EXPENSES	\$ -		
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,156,553</b>	<b>\$ -</b>	
<b>BALANCE REMAINING</b>	<b>\$ 9,419,846</b>	<b>\$ 3,458,522</b>	

Thursa Sloan made a motion to approve the FY25 Taxing District budget as presented. Terry Wright seconded the motion with all in favor. Motion carried.

In addition to the budget, Martha suggested that the tax rate continue at a rate of 6 center per \$100,000. Thursa made a motion to approve the tax rate of 6 center per \$100,000. Terry Wright seconded the motion with all in favor. Motion carried.

## Health Department Budget / Annual Increment/ Lump

Martha presented the following FY25 Health Department budget for approval:

<b>C036 - Floyd County HD</b>	
<b>BUDGET YEAR 2025</b>	
<b><u>REVENUES</u></b>	
State Receipts	\$ 1,083,347
Federal Receipts	\$ 758,300
Local	\$ 1,007,003
School Board Contracts	\$ 37,365
Program Administration Contracts	\$ -
Medicare	\$ -
Medicaid	\$ 870,711
Program Income Carry Over	\$ 12,000
Self-Pay	\$ 60,300
Insurance	\$ 31,000
Other Health Departments	\$ -
Other	\$ 19,147
Interest	\$ -
Department Carry Over	\$ -
<b>Total Revenue</b>	<b>\$ 3,879,173</b>
<b><u>EXPENSES</u></b>	
Full Time Employees Salaries and Leave	\$ 1,489,996
Personal Service Contract and Part-time Employee Salaries	\$ 113,019
Fringe Benefits	\$ 1,210,993
Staffing Agency Services	\$ -
Independent Contracts	\$ 100,590
Travel Expenditures	\$ 9,950
Space Occupancy Expenditures	\$ 252,000
Office Operating Expenditures	\$ 68,375
State Central Support Charges/Taxes	\$ -
Medical Supply Expenditures	\$ 59,550
Automotive Expenditures	\$ 36,000
Other Operating Expenditures	\$ 227,307
Capital Expenditures	\$ 150,000
<b>Total Expenses</b>	<b>\$ 3,717,780</b>
<b>Net Surplus/(Deficit)</b>	<b>\$ 161,393</b>

Martha did explain to the board that she had received an email after the budget had been submitted to the state that we would not receive allocation for the HEART program. She informed the board at no fault of the health department or the HEART Coordinator that the program was still not up and running. It was decided in collaboration with DPH that all efforts have been exhausted. Martha explained that the hours for the HEART Coordinator would move the HANDS.

In addition, Martha informed the board that \$234,602 of local tax was needed to make school health whole. She presented comparisons for enrollment and services since 2017. Martha also noted that she asked the board of education for 75,000 to help cover, but they were only able to provide 1500.00 more dollars to the contract. She informed that this will be revisited in September when the board of education is expected to get more funding. Martha did explain that it is not sustainable to continue if numbers continue to decline. She also explained that since the budget for FY26 will be in Workday, that it is undetermined on how local tax and public health transformation dollars will be spread. Martha informed the board that a meeting would be held before school started to explain expectations in hopes that more revenue can be provided by services.

Martha also stated that expenses were cut, and if any large issues arise that would need board approval, that those would be brought back to the board respectively.

Mark Greene made a motion to approve the budget as presented knowing that the HEART allocation would be rescinded. Thursa seconded the motion with all in favor. Motion carried.

In addition to the review of the budget, Martha proposed a 3% annual increment for all merit employees. In addition, a 2% lump for any employee with a proficient and commendable or highly commendable evaluation. Danny Branson made a motion to approve the recommendation. Charla Burgett seconded the motion with all in favor. Motion carried.

Martha informed the board that according to original budget that \$838,064 which included the required 1.8% of \$339,668 would be moved if needed. Terry Wright made the motion to approve, seconded by Mark Greene. Motion carried.

### **Community Health Assessment (CHA)**

Martha presented a short synopsis of the CHA regarding areas of importance such as issues with diabetes, teen pregnancy, malignancy, and overdose. She informed that this was particularly important since those areas are part of the core and local health priorities that the health department continues to work.

The full document was sent via email for review.

### **Exempt/Non-Exempt and Compensatory Time**

Martha discussed the Fair Labor Standards Act and its provision on exempt employees and non-exempt. Martha informed the board of the optional benefit for non-exempt employees to earn compensatory time. She provided the board with a copy of the guidance document dated

05-22-24 provided by DPH. Martha recommended that only exempt employees earn compensatory time. Terry Wright made the motion to approve that exempt employees only earn compensatory time. Mark Greene seconded the motion with all in favor. Motion carried.

**Delegate**

Martha asked the board to approve Bethany Pigman as delegate for the director. This would allow Bethany to approve time off requests, entered time, purchases etc., in the Workday system. She explained to the Board Chair, Seth Hyden, that otherwise he would need access to complete in Workday.

**Legal**

Martha informed the board that one of the HANDS employees received a civil summons for a motor vehicle accident that occurred in June 2023. She informed that Kristen Kruger with KKHB Attorneys will represent KACo in the lawsuit.

**Program Update**

Martha previously discussed the HEART program and School Nursing.

**Personnel Updates**

Martha informed the board that Monica Jervis, Director of Nursing resigned her position on April 1, 2024. She stated that Brittany Weddington was interviewed and hired. Brittany's start date was June 10, 2024.

Martha informed the board that a HANDS Home Visitor, Alma Meade, was dismissed during the first month of hire. The employee had been late several times and was not catching on to the program. A new employee, Haley Johson, was hired to replace her and is doing a great job thus far.

With no other business to discuss, Terry Wright made a motion to adjourn the meeting. Mark Greene seconded the motion with all in favor. The meeting was adjourned at 7:05pm.

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Seth Hyden, Chairperson      Date

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Martha Ellis, Secretary of BOH      Date