

JESSAMINE BOARD OF HEALTH MEETING MINUTES

December 13, 2022

The Jessamine County Board of Health met on Tuesday, December 13, 2022, at 7:00 A.M. in the Community Room of the Jessamine County Health Department.

Members present were Dr. John Musick, OD; Dr. C. Darrell Jennings, MD; Suzanne Ogden, DO; Mr. Johnny Bolton, JD; Mr. Justin Ray, Magistrate; Dr. Amanda Eschelbach; Dr. Jon Quillen; Ms. Susanna Moberly, APRN, RN; Dr. Thomas Coburn, MD; Christopher Horne, Engineer; and David West, Judge Exec.

Members absent were Dr. William McCaw, DVM.

Susanna Moberly, APRN, RN left the meeting at 7:30 AM.

JCHD Staff present were: Randy Gooch, Executive Director; Ann Stevens, Clinic & Population Health Director; Carla Stinnett, Administrative Services Manager; Becky Adams, RN Hands Director; Lisa Bolton, Environmental Services Director; Sidney Bisschop, Harm Reduction Director; Melinda Barkley, Marketing & Communications Director; Paige Blackburn, Support Services; Kim Simpson, Support Services; Ashley Atkins, Harm Reduction; Shauna Traylor, Harm Reduction; Hannah Ard, Harm Reduction; Rebecca Smith, UK Harm Reduction; Dora Johnson, LPN, Clinic; Jodie Campbell, RN, Clinic; Ronnie Ghosh, Epidemiologist; Seydou Doumbouya, QI/Performance Management Coordinator; Kayla Clark, Hands FSW; Jo Morgan, Account Clerk and Becky Wallace, Administrative Specialist (taking the minutes).

Due to Dr. McCaw's absence, Dr. Musick called the meeting to order.

Dr. Musick asked for a motion to accept the October 25, 2022, minutes. Motion to accept was made by Dr. Jennings and seconded by Mr. Eschelbach.

Numbers voting for: 11 Against: 0

Old Business: Closed session which is the last item on the agenda for this meeting.

New Business:

FY 2022 Health Department and Taxing District Audits

Audit of the Jessamine County Health Department and Jessamine County Public Health Taxing District for Fiscal Year End 6/30/2022 completed by RFH, PLLC. Both audits render the opinion of our financial statements presenting fairly all assets, liabilities and fund balance arising from cash transactions for the respective fiscal year based upon reporting requirements of the Administrative Reference which is an Unmodified Opinion on Regulatory Basis of Accounting as explained on Page 2 of both audits. Because we exceeded Federal awards over the amount of \$750,000 in the health department, there was an additional audit requirement for a Single audit of Federal programs. There were no findings and no audit adjustments recommended. One compliance issue noted is our excess unrestricted reserve funds accumulated in the amount of \$580,949 for the health department. Randy must submit a written plan for the use of these funds for which he recommends we utilize them for the building renovation/expansion. Randy then recommended the Board accept the audits as presented and approve the use of excess funds for the building project.

Motion to accept audits for both Jessamine County Health Department and Taxing District and to utilize the excess unrestricted reserve funds for the building expansion was made by Dr. Coburn and seconded by Suzanne Moberly.

Numbers voting for: 11 Against: 0

Bank Signature Authorization

Adjustments for authorized signatures for both Stockyard Banks and Farmers Bank. Jon Vorbeck will be finishing his contract with JCHD in December due to his increased professorship responsibilities with ECU and other independent consulting interest. Randy recommended adding Ann Stevens and removing Jonathan Vorbeck from the Stockyards Bank and Trust account. This would leave approved signatories as Bill McCaw, David West, Ann Stevens and Randy Gooch. Motion was made by Judge David West for these changes at Stockyards Bank and Trust and seconded by Suzanne Moberly.

Numbers voting for: 11 Against: 0

Randy also recommended adding David West and Ann Stevens to the Farmers Bank Taxing District Account as authorized signatories. This would leave approved signatories as Bill McCaw, David West, Ann Stevens and Randy Gooch on both accounts. Pat LaFountain and Mike Montgomery were previous signatories on this account. Motion was made by Johnny Bolton and seconded by Dr. Coburn.

Numbers voting for: 11 Against: 0

Building Project Status Update

Randy shared this update with the Board Members and staff. CMW is currently working on the Construction Design Technical Plans. The Geotechnical Survey has been completed by CETCO, PLLC. Preliminary classification is Site Class B which Randy said he understands is very good. Also, the land survey has been completed by ENDRIS engineering and was included in their packet. The land survey brought to our attention a couple of issues needing resolution. As noted by the inset of the red lines coming from Walnut St. into our North Drive, this is owned by the City of Nicholasville. Therefore, we will have to find resolution with the City to get this property deeded before construction can commence. Randy stated he will be working with Bob Amato to begin this process. A motion was made by Judge David West to work with the City of Nicholasville to secure this land be deeded to JCHD before construction begins. The motion was seconded by Johnny Bolton.

Numbers voting for: 11 Against: 0

Another item is related to a lateral sewer line that runs across Walnut St. into the JCHD parking lot. Randy stated he received information from Bob Amato, Nicholasville City Manager that the lateral line was an active line. Therefore, the main line on Walnut St. could not be discontinued as had been planned in the approved Option B. Motion was then made by Dr. Jennings to approve Option A as recommended by CMW instead of the Option B. Motion was seconded by Suzanne Ogden.

Numbers voting for: 11 Against: 0

Employee Service Recognition/Employee of the Year Award

Randy made mention of all those nominated for 2022. And, then announced the 2022 Employee of the Year Award to Ms. Shauna Traylor.

Health Department Financial Update

As of November 30, 2022, our operations indicate a \$166,386 deficit compared to a \$80,000 surplus at the same time last year, a difference of \$(246,386). The major difference is taxing district contributions in the amount of \$300,000 has not been made yet for the second quarter. The cash balance for the health department at November 30, 2022 is \$1,761,915 as well as Certificate of Deposits totaling \$520,758.

Taxing District Financial Update

As of November 30, 2022, the taxing district has a balance of \$3,623,428 with \$3,312,138 being held in Farmer's Bank, \$61,290 as a CD in Citizen's Commerce Bank, \$50,000 in a JP Morgan Market Linked CD and a \$200,000 CD in Citizen's Commerce Bank.

Randy then asked if anyone had any questions for any of the programs since a lot of those folks were in attendance. He also went over Personnel items as well.

Dr. Musick then mentioned the last item on the Agenda for the Board to go into Closed Session to continue discussion of Personnel matters from the previous meeting in October. Motion to go into Closed Session for discussion of Personnel matters was made by Judge David West @ 7:35AM and seconded by Dr. Coburn.

Numbers voting for: 10* Against: 0

*At this point Susanna Moberly had already exited the meeting @ 7:30AM.

Motion was made by Johnny Bolton for the Board to return to Open Session @ 8:00 AM and seconded by Judge David West.

Once back into open session, a motion was made by Dr. Coburn and seconded by Dr. Jennings to award Randy Gooch, Director a lump sum merit payment for FY 22-23 up to the amount allowed by 902 KAR 008:060 merit regulations as discussed in closed session based upon his outstanding service during the Covid crisis.

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Numbers voting for: 10 Against: 0

Dr. Musick then ask for a motion to adjourn. Motion was made by Johnny Bolton to adjourn and seconded by Dr. Eschelbach.

Numbers voting for: 10 Against: 0


Chairperson


Secretary

The next regularly scheduled Board of Health Meeting is Tuesday, February 28, 2023 at 7:00 AM in the Jessamine County Health Department Community Room.