

JESSAMINE COUNTY BOARD OF HEALTH MEETING MINUTES

February 28, 2023

The Jessamine County Board of Health met on Tuesday, February 28, 2023, at 7:00 A.M. in the Board Room of the Jessamine County Health Department.

**Members present** were Dr. William McCaw, DVM 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.

**JCHD Staff present** were: Randy Gooch, Executive Director; Ann Stevens, Clinic & Population Health Director; Carla Stinnett, Administrative Services Manager; Becky Adams, RN Hands Director; Lindsey Haggard, Hands Supervisor; Lisa Bolton, Environmental Services Director; Sidney Bisschop, Harm Reduction Director, Melinda Barkley, Marketing & Communications Director, and Becky Wallace, Administrative Specialist (taking the minutes).

Dr. McCaw called the meeting to order.

Dr. McCaw requested a motion for approval of December 13, 2022, minutes. Dr. Musick made the motion to approve December 13, 2022 minutes and Dr. Coburn seconded the motion.

Numbers voting for: 12 Against: 0

**Old Business:** No old business mentioned.

**Election of Officers:** As per 902 KAR 8:150 Board of Health Requirements. "The board shall elect a chairman from its membership on an annual basis." Randy also recommended a vice chair be elected to serve in the chair's absence. Motion was then made by Dr. Coburn to nominate Dr. McCaw as Chairman and seconded by Dr. Ogden. Motion was then made to nominate Dr. John Musick as Vice Chairman by Dr. Jennings and seconded by Christopher Horne. Dr. Coburn then nominated the JCHD Director position, currently being Randy Gooch, to serve as Secretary and was seconded by Suzanne Moberly.

Numbers voting for: 12 Against: 0

### **Building Project Status Update**

CMW is finalizing the Construction Design Technical Plans and will be submitting for permit as well as bid on Monday, March 6, 2023. Randy thinks they'll keep the bid submission period open for at least three weeks. If acceptable to the Board, the Building Committee and CMW will have the public Bid Opening at a time, date and location defined by the Bid advertisement. The Building Committee and CMW (architect) will have the public bid opening and review the bids on March 28, 2023 at 5:00 pm and make a recommendation for the bid award at a special meeting of the Board of Health on April 11, 2023 at 7:30AM to vote.

Additional information re: the building expansion Randy announced he has made a request with the Department for Public Health for funding to support the multipurpose room as well as the HANDS wing since they have indicated possible infrastructure renovation/expansion costs can be supported with some of their funding availability. The multipurpose room would support future pandemic/mass response and would hopefully qualify for the pandemic/preparedness related funding available. In light of this, we have requested the addition of a roof overhang a remaining controlled open/closed driveway to Walnut St to allow for drive-through immunization, testing or other types of mass services necessary. The project would need to be completed by June 30, 2024, to be funded. Randy hopes we can get some significant funding to assist with our project. We should know by the end of March.

### **Deed Transfer and Closure of Hagar Lane**

As mentioned in the packet, the Hagar Lane deed transfer as prepared by Attorney Bruce Smith will need to be signed by Dr. McCaw to finalize. Below are comments from Bruce Smith regarding the timeline and process:

*"Unless it unduly delays the Board's timetable, Darren will have the City vote on the Notice of Intent to Close February 13th at 5:00 pm – or at the latest, February 27th. It is anticipated that your Board will authorize Bill McCaw to sign the Consent to close at Your February 28th meeting. The City will then give two readings to the Closing Ordinance on March 13th and March 27th. Publication of the Ordinance should occur April 6th which concludes the process."*

Motion was made by Christopher Horne for Dr. McCaw to sign the deed for Hagar Lane and seconded by Judge David West.

Numbers voting for: 12      Against: 0

Randy referenced the packet (pgs. 18-19) with the following summary of JCHD financial reports.

#### **Health Department Financial Update**

As of January 31, 2023, our operations indicate a \$39,181 deficit compared to a \$98,709 surplus at the same time last year, a difference of \$(137,890). The major difference is a reduction of Federal funding related to the pandemic. Excluding the budgeted building project expenditures, current expenditures are 8% below YTD budget. The cash balance for the health department at January 31, 2023 is \$1,872,456 as well as Certificate of Deposits totaling \$520,758.

#### **Taxing District Financial Update**

As of January 31, 2023, the taxing district has a balance of \$3,762,881 with \$3,451,591 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. We have already collected 95% of our budgeted receipts for the year and on track to easily meet budget overall.

Randy discussed some Personnel changes and Program updates and encouraged the members if they had any questions about the programs to feel free to ask the Leadership Team in attendance.

#### **Other discussions**

Judge West: Informed the Board if passed, legislation affecting the Health Department tax revenue: Sheriff is wanting to begin collecting county taxes a month sooner beginning in October. Also, this is when city taxes are due. Also, elimination of storage tax on alcohol.

Measles in our county is the 3<sup>rd</sup> in the state of Kentucky. In tracing, this person attended the revival held at Asbury. Randy stated Asbury has been wonderful to work with us, as well as the DPH and the CDC. We are doing a vaccination clinic this afternoon at Asbury, and will also be holding one here on site very soon as well!

May 11<sup>th</sup> the National State of Emergency will be lifted! WIC is still being done over the phone. WIC and Hands are continuing virtual at this time but we expect some changes related to the state of emergency being lifted.

April 30<sup>th</sup> will be the end date for our Contract Tracer contracted to support COVID19.

#### **Closed Session for Personnel Matters**

Dr. McCaw requested a motion to enter closed session. Dr. Musick made the motion to go into closed session and Suzanne Moberly seconded the motion.

Numbers voting for: 12      Against: 0

Judge West exited the meeting during closed session.

After discussion of Personnel Matters, Dr. Coburn made a motion to enter back into Open Session and seconded by Christopher Horne.

Numbers voting for: 11      Against: 0

Motion made by Susanna Moberly and seconded by Johnny Bolton to form a Hiring Committee for the impending Public Health Director position made up of Dr. Bill McCaw, Dr. Jon Quillen, Dr. Darrell Jennings and Dr. Steve Davis, Medical Director.

Numbers voting for: 11      Against: 0



Jessamine County Health Department  
Protecting the public's health and environment.



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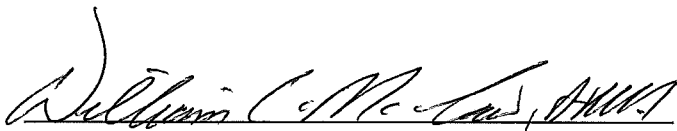
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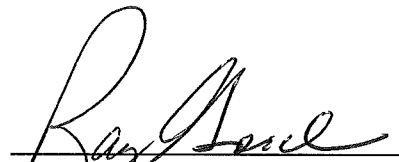
Motion made by Dr. Darrell Jennings and seconded by Johnny Bolton to allow the committee to advertise for the position before the next regularly scheduled meeting with the impending start date to be 8/1/2023.

Numbers voting for: 11      Against: 0

Motion to adjourn by Johnny Bolton and second by Susanna Moberly.

Numbers voting for: 11      Against: 0

  
Chairperson

  
Secretary

The next regularly scheduled Board of Health Meeting is Tuesday, April 25, at 7:00 AM in the Jessamine County Health Department Board Room.