

Pikeville Clinic

119 River Drive
Pikeville, KY 41501

Phone: 606-437-5500
Fax: 606-437-0873

www.pikecountyhealth.com



Belfry Clinic

25320 U.S. Highway 119 N.,
Suite 101
P.O. Box 854
Belfry, KY 41514

Phone: 606-353-7210
Fax: 606-353-6818

Pike County Board of Health Minutes

March 9, 2021

MEMBERS PRESENT:

Diana Thacker, Fiscal Court Representative
Stephanie Wallace, RPh
Mary Ann Belcher, OD
Mark Reed, MD
Reggie Hickman, Judge Executive Proxy
Traci Thornsby, APRN, FNP-C
James Justice, DMD

OTHERS PRESENT:

Tammy Riley, Public Health Director
Jim Cecil, Dir. of Administrative Services
Jackie Cole, Dir. Of Env. Services
Suzanne Coleman, Senior Support Services
Nicole Ziege, Appalachian NewsExpress

MEMBERS NOT PRESENT:

Joey Collins, DVM, Chairman
Laura Paula Jones, DO
Debra Huffman, Lay Person
Paul Maynard, MD

“Leading our Community in Prevention”

Call to Order

Diana Thacker called the meeting to order at 6:04 pm. It was noted that a quorum was present.

Adoption of Agenda

A motion was made to accept the agenda by Traci Thornsbury and a second was made by Dr. Mark Reed. The motion carried unanimously.

Approval of December 8, 2020 Minutes

A motion was made by Dr. Mary Ann Belcher to accept the minutes of the December 8, 2020, meeting. A second was made by Reggie Hickman. The motion carried unanimously.

Financial Update

Taxing District Expense/Account Balances

Jim Cecil, Director of Administrative Services, gave the financial update. Board members were given a copy of the Public Health Taxing District account balances and a listing of the expenditures paid since the December board meeting. Mr. Cecil requested a motion to approve the single expenditure which totaled \$1,000 and was for payment to Roy Hunter, CPA, for the yearly audit of the taxing district for FY19-20.

A motion was made by Reggie Hickman to approve the expenditure and a second was made by Dr. Mary Ann Belcher. The motion carried unanimously.

Mr. Cecil made the Board aware that the Certificate of Deposit with Pinnacle Bank would be maturing in May and would automatically renew on a 5-year term unless the Board made changes in the terms. Interest rates have continued to fall and quotes were provided for terms ranging from 3 months up to 60 months. Due to the concern that inflation could be a factor that would result in increased rates, Mr. Cecil recommended the term be changed to no longer than 12 months.

A motion was made by Dr. Mary Ann Belcher to change the terms on the Certificate of Deposit upon maturity to a 12-month term. A second was made by Dr. James Justice. The motion carried unanimously.

FY20-21 Revenue and Expense Reports

Mr. Cecil also provided a financial update for the Pike County Health Department. As we continue to deal with the pandemic response and the vaccination distribution, projecting year-end totals remain difficult due to the uncertainty going forward until there is a return to normal operations.

Included is a comparison of month-end totals for February 2021 and 2020.

Overall, and excluding local tax dollars, our receipts have increased by \$327,682, which represents an 18% increase. When reviewing the revenues, there is an increase in state receipts, mainly due reimbursement for the Hands computers purchase, partial reimbursement for the Harm Reduction van and close out funds. There has also been a net increase of \$522,957, in federal receipts that includes \$618,000, of Cares Act funds that have offset decreases in other areas. This includes the decrease in some federal programs and service fees that are generated under normal operations.

Again, another positive note is that we have not needed to transfer any local tax receipts to this point. At this time in the last fiscal year, we had transferred \$600,000. We did anticipate a transfer in December, due to an anomaly in the calendar that created a third payroll, and a check was written for \$300,000. Fortunately, additional unexpected receipts were received and the transfer was not needed. We are still holding the check until the funds are needed, keeping in mind that by statute we will have to transfer around \$600,000, by June 30th. We will continue to monitor the financial status closely and provide a recommendation for any budget amendments for total transfer for the year at the June meeting.

On the expenditure side and when excluding the one-time capital expenditure for the harm reduction vehicle, our overall expenditures decreased by \$52,115, or 2.1% in comparison to the prior year. When reviewing the specific expenditure categories, similar to the comparison in the December meeting, there is an increase in salary and benefits as a result of the employee lump sum payments and vacation payout for an employee that retired a few months ago.

Almost all of the other operating expenditures have experienced decreases, with several being significant. The one category with an increase is in office administration as a result of additional funding from WIC and Hands to replace and upgrade computers and tablets. Combined, this additional \$35,000, accounts for the increase. In fact, when subtracting these one-time purchases, there is actually a decrease in the year to year comparison. We have also received reimbursement for both purchases that is included in the revenues. For Hands, the revenue is included in the state restricted receipts and for WIC in the federal restricted receipts.

The capital expenditure is for the final completion, conversion, and delivery of the new Harm Reduction van. We have also received reimbursement and this is divided between some state and federal receipts. These one-time expenditures are budget neutral as receipts have been received that equal the total expenditures.

Overall, when considering all factors, the Pike County Health Department and Public Health Taxing District are in the most solid financial position possible. The balances in the bank accounts are at the highest levels that can be remembered and this provides enough resources to deal with any financial obligations in the short term. Time to plan going into the future should allow changes to be implemented if necessary to insure long term viability.

Kentucky Retirement/ FY21-22 Budget

We are waiting for the conclusion of the current legislative session and the information to be provided by the Department for Public Health to begin the budget process for FY21-22. Very limited information has been received and the details concerning the pension contribution rates and the effect it will have financially are still unknown.

The result of the legislative session and the FY21-22 Budget will be presented at the June Board of Health meeting.

Old Business

COVID-19 Update

Mrs. Riley provided a PowerPoint update on the Covid-19 numbers including global, national, statewide, and county-wide perspectives along with the benchmarks for Pike County. She also shared the new CDC Quarantine Guidelines for persons that have been vaccinated.

New Business

Food Handler and Food Manager Classes

Jackie Cole, Director of Environmental Services, presented information about the availability of the online Food Handler and Food Manager Classes. The course was created by the Lake Cumberland District Health Department (LCDHD) and is currently offered on-line. The fee for this option is \$80 for the Food Managers class and \$25 for the Food Handlers class. Upon registration for the class, the fees are collected by the LCDHD. A portion of the fee is retained by LCDHD to cover expenses and the remainder is sent to the specific health department in the county in which the attendee works.

Due to the pandemic, the classes have not been taught in-house since last year. The in-house fee set by the Board is \$25 for the Food Managers and \$15 for Food Handlers. These fees would remain at the current level.

A motion was made by Dr. Mary Ann Belcher to add the availability of the on-line class with the fee set at \$80 for the Food Managers class and \$25 for the Food Handlers class. A second was made by Dr. James Justice. The motion carried unanimously.

Adjourn

A motion was made by Dr. Mary Ann Belcher to adjourn and second was made by Mr. Reggie Hickman. The motion carried unanimously.

The meeting adjourned at 6:56 pm. The next scheduled meeting is set for June 8, 2021, at 6:00 pm.

Respectfully Submitted:



Tammy Riley
Public Health Director II
Secretary to Board



Joey Collins, DVM
Chairman of the Board