

**Fayette County Board of Health  
Meeting Minutes  
February 18, 2020**

**5:30 P.M.**

Board Members Present: Darrell Schaal, President, Vice President, Dawn McDaid, M. D., Julie Aderman, Brad Dunn, D. M. D., John Glennon, Pastor and Kris Luster

Others Present: Melissa Storck, Administrator, Heather Jackson, R. N., Lisa Ketchem, R. N., Elizabeth Washburn. R.N., Katelyn Ennen, Kasey Cauble, Marcia Barringer, Alison Sears, Connie Walton, Robin Wells, and Julie Opfer, Recorder

Absent: Sandra Albright, Beth Hoffmann, L.C.P.C., and Glen Skow, M.D.

**I. Call to Order**

The Fayette County Board of Health met on February 18, 2020 at the Fayette County Health Department.

Darrell Schaal moved to call the meeting to order at 5:33 P.M.

**II. Quorum**

A quorum of six members was present.

Prayer – John Glennon

**III. Minutes**

Dawn McDaid entered a motion to accept the minutes of the November 19, 2019 meeting. Brad Dunn seconded the motion. All were in favor; none opposed. Motion carried.

**New Business: Staff Reports**

**A. Those Wishing to Address the Board** – none present

**B. Administrative – Melissa Storck**

a. Organizational updates –

**i. Financial Report**

1. December 1, 2019 through February 13, 2020.
2. Income: \$462,079.76
3. Expenses: 465,155.70
4. Net Income - 3,075.94



**vi. Budget Policy**

**Make obsolete annual education day policy** (no longer in house day event and will be completed online)

**Time Accrual Policy-** Personal time 1 day per quarter to 4 days per year  
Sick: 1 day per month to = 12 days per year

Motion was entered by Dawn McDaid to approve these three policies.  
This was seconded by Kris Luster.  
All were in favor; none opposed. Motion passed.

**C. Grant Financials – Kiley Depew**

As of January 31, 2020, the total amount billed to grants is \$447,925.47 and total payments received is \$280,715.12.

**D. Direct Billing – Melissa Storck for Tina Hunter**

Public health 4<sup>th</sup> quarter billing report:

Billed amount:	\$ 169,233.12
Total Payments received	129,504.85
Total Insurance adjustments	<u>- 34,398.43</u>
Balance in 3 <sup>rd</sup> Quarter:	\$ 8,329.84

**E. Environmental Health – Jodi Smith**

Food establishment permitting season has begun. Permit fees add approximately \$20,000 to Environmental Budget.

The former food inspector resigned at the end of November. There is a need to hire an independent contractor to help with food inspections.

There were 10 septic plan approvals in January.

**a. Contract with Joyce Storck as Independent Food Safety Inspection Officer – Motion to approve.**

Dawn McDaid entered a motion to approve the Independent Food Contract with Joyce Storck. This motion was seconded by Kris Luster. All were in favor; motion approved.

**F. WIC and Public Health – Heather Jackson**

- Public Health (PH) is no longer in outbreak status for chlamydia or gonorrhea.
- PH has given 1495 flu shots so far this season.
- Next Genetic clinic will be March 25, 2020.
- There are two open lead cases.
- WIC EBT is set to begin August 31, 2020. The deadline for completion is October 2020.
- The WIC review was completed with 9 findings out of 109 items.
- FCM:  
There have been many home visits.  
The review went very well

Health works grant continues until June. The health department will continue with this program until the grant year is over.

**G. HFI & Doula – Lisa Ketchem**

**HFA Accreditation Process:**

The response to the Implementation and Accreditation Specialist with has been completed. HFA should be accredited by March.

Doula – Katelyn Ennen

The doulas are continuing to build group attendance at the required prenatal classes.

The curriculum has been redone and class time changed to evening.

**H. Home Care – Elizabeth Washburn**

**a. Home Health & Hospice QAPI Report – Motion to Approve**

A motion to approve Home Health & Hospice QAPI reports was made by Brad Dunn.

This motion was seconded by John Glennon. All were in favor; none opposed.

Motion carried.

**b. Home Health & Hospice Data**

	<b>Nov. 2019</b>	<b>Dec. 2019</b>	<b>Jan. 2020</b>
Home Health Monthly Profit	\$50,913.10	\$39,389.95	\$40,335.73
HH Profit for Medicare	111,565.07	150,955.02	191,330.75
Hospice Monthly Profit	4,013.46	516.90	-9,209.03
Hospice Profit for Medicare	22,809.71	23,326.61	14,117.58

**c. Program Update:**

Implemented the change from Netsmart, a server based EMR, to a cloud based EMR, Wellsky

Incorporated Physician Portal to allow for digital signatures

Promoted Lisa Sarchet, RN from staff nurse to Home Health Coordinator

Promoted Jenna Townsend, RN from staff nurse to Hospice Coordinator

Promoted Courtney Sarchet from Home Health and Hospice Aide to Homecare Office Coordinator

Lisa Sarchet obtained Certified Dementia Practitioner certification in December.

**d. Meeting with Sarah Bush Lincoln Non-disclosure contract agreement & discussion**

Patient referrals are down from previous months, Melissa reached out to Sarah Bush Lincoln Hospital board member, CEO, and Director. The meeting produced a non-disclosure contract agreement.

After discussion with FCHD board of health, it was decided not to move forward with this agreement.

**I: Motion to approve Staff Reports:**

Dawn McDaid entered a motion to approve staff reports. Julie Aderman seconded the motion.

All were in favor; none opposed. Motion carried.

**J. Closed Session – Motion to enter into executive session**

None needed.

**K. Adjournment**

Kris Luster entered a motion to adjourn at 8:30 p.m. Julie Aderman seconded the motion.

All were in favor; none opposed. Motion carried.

Next Regularly scheduled Board of Health Meeting will be May 19, 2020 at 5:30 in health department classroom.

Sandra Albright\_\_\_\_\_

Board of Health Secretary: Sandra Albright SA/jo