



# MEETING MINUTES

**Board of Health Meeting**  
**650 Newtown Pike**  
**October 14, 2024**  
**5:45 p.m.**

<b>ATTENDANCE</b>	<p><b>BOARD MEMBERS PRESENT:</b> Commissioner Kacy Allen-Bryant, Dr. Lee Dossett, Dr. Hartley Feld, Dr. Gregory Hood, Mr. Majd Jabbour, Dr. Rodney Jackson, Dr. Christine Ko, Dr. Leah Mason, Councilmember Jennifer Reynolds, Dr. Elizabeth Riley, and Dr. Basel Touchan.</p> <p><b>OTHERS PRESENT:</b> Dr. Steve Davis, legal counsel, LFCHD Staff.</p>
<b>TOPIC</b>	<b>DISCUSSION</b>
Call to Order	<ul style="list-style-type: none"> <li>Mr. Jabbour called the meeting to order at 5:52 p.m.</li> </ul>
Roll Call	<ul style="list-style-type: none"> <li>Ms. Foley called the roll. Dr. Gomez was excused. Attendance was as recorded above.</li> <li>Dr. Mason made a motion that the Board of Health move into and conduct a closed session pursuant to KRS 61.810(1)(f) to discuss the appointment of an individual to the position of interim chief administrator. The discussion will not concern general personnel matters, but will discuss the candidacy of an individual. Nonmembers Jason Ams and Kimberly O'Donnell will be in limited attendance to provide legal advice for the board's consideration. Commissioner Allen-Bryant seconded the motion. The motion passed unanimously. The board entered closed session at 5:54 p.m. and returned to open session at 6:12 p.m.</li> <li>Dr. Jackson made a motion to appoint Dr. Steve Davis interim commissioner for the Lexington-Fayette County Health Department and to appoint a member of the executive committee to negotiate a contract for the interim position. Commissioner Allen-Bryant seconded the motion. The motion passed unanimously.</li> </ul>
Request for Approval: September 9, 2024 Minutes	<ul style="list-style-type: none"> <li>The September 9, 2024 Board of Health (BOH) meeting minutes were considered. Commissioner Allen-Bryant made a motion to approve the minutes. Dr. Mason seconded the motion. The motion passed unanimously.</li> </ul>
School Health Program Presentation	<ul style="list-style-type: none"> <li>Yolanda Loveless, LFCHD School Health Manager, presented on the school health program. She introduced the school health team, which reports to Jill Keys, Clinical Services Officer, and includes three team leaders and sixty nurses.</li> <li>The program provides full-time school health services in Fayette County Public Schools (FCPS), including 31 elementary schools (19 with preschools), 11 middle schools, eight high schools (two with academies and one with a preschool), eight academic and alternative programs, and the Fayette County Preschool Center</li> <li>Services provides to students, school staff, and administrators include acute and chronic illness assessment and monitoring, emergency response, staff</li> </ul>

	<p>medical consults, prevention and surveillance, educational services, and field trip support. Medication audits are completed monthly.</p> <ul style="list-style-type: none"> <li>• During the 2023-2024 school year, nurses documented 66,139 health office visits. Following the visits, 59,230 students returned to class, 6,857 were sent home, and 52 were transport for care via EMS. Injuries and illness accounted for most visits, with 153 visits conducted for medical emergencies.</li> <li>• During the 2023-2024 school year, chronic illness management efforts included diabetes and nutrition, seizure, asthma, and other medication management, catheters, and behavioral management, in addition to an array of pediatric chronic medical conditions.</li> <li>• The vast majority of student health office visits were for medication needs. Other visits were for diabetic concerns, stomach aches, injuries, headache, sore throats, vomiting, pain, nausea, and nose bleed.</li> <li>• Dental fluoride varnish applications were offering in 26 elementary schools for students through the fifth grade. 1,230 students received the treatments in the past school year.</li> <li>• 1,687 medical consults for staff were conducted, 445 bus drivers and monitors were trained on emergency medication administration, and 1,377 staff were trained on medication administration, EPI pen, diabetic management, vagus nerve stimulation, and gastric tubes.</li> <li>• Educational services include developing school emergency plans, and providing oral health and immunization information. Nurses also attend and consult for Individual Education Plan (IEP) meetings and serve on school-based committees.</li> <li>• Future program goals include securing the next FCPS school health contract, adding three nurse senior positions, expanding training, implementing an Electronic Health Record (EHR), explore telehealth, and increasing vaccination compliance for grade 11.</li> </ul>
<p>A Day in the Life of...A School Nurse</p>	<ul style="list-style-type: none"> <li>• Tonisha Byrd, LFCHD School Health Nurse presented on “a day in the life” of a school nurse. She joined LFCHD in March 2024. She became a Registered Nurse (RN) in 2016, and became a school nurse to help make in clinical impact in academia. She described an average day: <ul style="list-style-type: none"> <li>○ Works begins at 7:00 a.m., before students arrive, focused on email, review of the <i>Infinite Campus</i> calendar, review of the Medical Administration Record (MAR), and briefing school staff.</li> <li>○ In the morning, she checks attendance of students with scheduled treatments, provides medication administration, vision screens, and diabetic management, as well as acute visits. She also follows up with parents and guardians via email and prepares for field trips, as needed.</li> <li>○ In the afternoon, medication and diabetic administration continues, as well as performing catheter treatments and responding to acute visits. School staff visits, responding to emergencies, reviewing First Aid stock, and documenting services continues.</li> </ul> </li> <li>• She shared her favorite story as a school nurse: “A student who sustained a head injury was panicky and visibly terrified. After receiving immediate first aid, he calmed down. When his mom arrived, he was in my office. Surrounded by his mom and four younger siblings, and although he was initially terrified, he was now happy and described it as a ‘good experience’. It was nice to put my clinical expertise into action.”</li> </ul>

	<ul style="list-style-type: none"> <li>• She said that school nurses’ duties are far broader than what people may imagine and noted that the work school nurses do in schools is the foundation of good public health policy in our community. School nurses care about “helping Lexington be well”, which is the LFCHD and program mission.</li> </ul>
<p>Commissioner of Health Report</p>	<ul style="list-style-type: none"> <li>• Dr. Davis thanked the board for asking him to come onboard. He shared some details of his background and experience in public health. He is currently serving as medical director for around 20 counties in the state, including Fayette County. He looks forward to working with the team and he thanked the board for the opportunity.</li> </ul>
<p>Committee Reports</p>	<ul style="list-style-type: none"> <li>• Executive: No report.</li> <li>• Finance: Brad Hayes presented the FY24 audit report. There are three letters in the report which detail the unmodified audit opinion with no significant deficiencies noted. As of June 30, there were cash and cash equivalents of around \$22M dollars. Total current assets were around \$43M dollars with current liabilities of around \$1.6M dollars, not including the pension liability. The change in net position was around \$9.7M dollars.</li> <li>• Cara Kay reported for August a year-to-date deficit of \$2.75M compared to a budgeted deficit of \$2.47M. Year-to-date revenues were 38% of plan, while operating expenses were 73% of plan. Current cash and investment account balances of \$40.37M were up from \$37.02M this time last year. \$22.87 million of unrestricted cash had been invested in treasuries and CDs. The finance committee had a retreat earlier this month and approved 250K to implement salary survey. Building renovations and implementation of an Electronic Health Records are ongoing and we are working on a contract with Xerox to scan paper records.</li> <li>• Marketing and Branding: Kevin Hall reported we administered 357 shots at the low-cost rabies clinic and almost 400 shots at the annual free flu shot event. We saw a spike in non-fatal overdoses with 24 cases in a three-day period. We conducted mosquito spraying, as well. A vaccine outreach campaign started in October.</li> <li>• Nominating and Bylaws: No report.</li> <li>• Policy and Protocol: Dr. Mason noted the medication plan has been reviewed by legal and our medical director as well as by the executive and policy committees. Dr. Mason made a motion to adopt the policy. Dr. Dossett seconded the motion. The motion passed unanimously.</li> <li>• Program Outcomes and Evaluation: No Report.</li> <li>• Ad Hoc Search: Mr. Jabbour reported the committee is conducting interviews.</li> </ul>
<p>Public Comment</p>	<ul style="list-style-type: none"> <li>• Mr. Jabbour opened the floor for public comments. None were received.</li> <li>• Dr. Mason made a motion for the Board of Health to enter into and conduct a closed session pursuant to KRS 61.810(f)(1) to discuss the potential discipline or dismissal of an individual employee. The discussion will not concern general personnel matters, but will discuss the potential discipline or dismissal of an individual. Nonmembers Jason Ams and Kimberly O’Donnell will be in limited attendance to provide legal advice for the board’s consideration and non-member Dr. Steve Davis will be in limited attendance to provide information to the board. Commissioner Allen-Bryant seconded the motion. The board entered closed session at 7:12 p.m. and exited closed session at 7:48 p.m. No action was taken.</li> </ul>

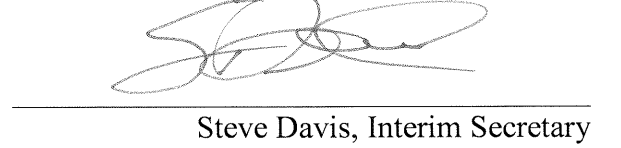
Adjournment

- Mr. Jabbour requested a motion to adjourn. Dr. Mason made a motion to adjourn. Dr. Jackson seconded the motion. The motion passed unanimously. The meeting adjourned at 7:50 p.m.



---

Majd Jabbour, Chairperson



---

Steve Davis, Interim Secretary