



NKYHEALTH

NORTHERN KENTUCKY HEALTH DEPARTMENT



GRANT COUNTY LOCAL BOARD OF HEALTH MEETING

William Ford Threlkeld, II, MD, Chair

Friday, April 29, 2022, 7:30 AM

MINUTES

MEMBERS PRESENT

Wm. Ford Threlkeld, II, MD, Chair
Troy Ashcraft, MD
Sandy Delaney, RN
Jodi Ederer, RN
Amanda Naranjo, PharmD
Phyllis Reed, APRN
Adam Rich, DMD
John Twehues, DVM
Sandra Utter, MD

MEMBERS ABSENT

Corey Kightlinger
Chuck Dills, Judge Executive
Patty Poor

STAFF/GUESTS PRESENT

George A. Moore, II, Co-Interim District Director of Health and Director of Administration and Accounting
Steve Divine, Co-Interim District Director of Health and Director of Environmental Health & Safety
Scott Baxley, Accounting Manager
Rose Croley, Staff Assistant
Pamela Millay, Director of Clinical Services
Stephanie Allgeyer, CPA - VonLehman Advisory & CPA Firm
Misty Middleton, Superintendent, Williamstown Independent Schools
Matt Morgan, Superintendent, Grant County Schools
Tim Sizemore, Chair FFLAG

WELCOME/CALL TO ORDER

Chair Dr. Wm. Ford Threlkeld, II, noted a quorum was present, welcomed everyone and called the meeting to order at 7:30 AM.

APPROVAL OF APRIL 29, 2022 GCLBOH PROPOSED AGENDA

Chair Dr. Wm. Ford Threlkeld, II, presented the Proposed Agenda for approval. **MOTION:** Dr. Twehues moved to accept the Proposed Agenda as presented. Ms. Delaney seconded. Motion carried unanimously.

APPROVAL OF MAY 21, 2021 PROPOSED MINUTES

Chair Dr. Wm. Ford Threlkeld, II, presented the Proposed Minutes for approval. **MOTION:** Ms. Delaney moved to accept the Proposed Minutes as presented. Ms. Reed seconded. Motion carried unanimously.

FY 2021 AUDIT REPORT

Mr. Moore introduced Stephanie Allgeyer, CPA from VonLehman Advisory & CPA Firm who presented the FY 2021 Audit Report as prepared by VonLehman noting it was an unqualified opinion on the basis of cash and no material internal control weaknesses were found. Discussion ensued.

MOTION: Ms. Delaney moved to accept the FY 2021 Audit Report as presented. Ms. Ederer seconded. Motion carried unanimously.

SPECIAL PROJECTS

- a. **Grant County Fitness Challenge – FFLAG FY 2022 Report/FY 2023 Request** – Mr. Sizemore, summarized the yearly accomplishments and detailed current and future projects. He thanked the Board for their support and requested funding for FY 2022 of \$13,500 to support ongoing initiatives. Discussion ensued.
- b. **Grant County School-Based Health Center FY 2021 Report/FY 2023 Request** – Mr. Morgan thanked the Board for their support and generosity. He provided a summary of last year's activities and accomplishments and asked for continued funding support of the same amount as last year. Discussion ensued.
- c. **Williamstown School-Based Health Center FY 2022 Report/FY 2023 Request** – Ms. Middleton provided a report and shared their accomplishments from the past year. She thanked the Board for their generosity and asked for their continued support of funding the same amount as last year. Discussion ensued.

DIRECTOR'S REPORT

Mr. Divine referred to his written report and shared updated information on the Health Department's ongoing response efforts to the COVID-19 pandemic. He reported the District Director of Health Search Committee will meet on Monday, May 2 to decide on re-advertising the position and he gave updates on the Divisions' program activities with the significant challenges of recruitment and retention of current staff. Discussion ensued. **MOTION:** Dr. Twehues moved to accept the Director's report as presented. Dr. Utter seconded. Motion carried unanimously.

FINANCIAL REPORT/CASH POSITION STATEMENT

Mr. Moore presented the Cash Position Statement as of March 31, 2022 as prepared by Mr. Kightlinger, Treasurer. Discussion ensued. **MOTION:** Ms. Reed moved to accept the Cash Position Statement as presented. Ms. Delaney seconded. Motion carried unanimously.

SET TAX RATE AND APPROPRIATION TO THE DISTRICT HEALTH DEPARTMENT BUDGET

Mr. Moore presented the draft FY 2023 budget based on a public health tax rate of 2.7 cents per \$100 of assessed value, and a 1.9 cents allocation rate. He explained the compensating rate per KRS 65A.110 calculated is 2.7 cents per \$100 of assessed property valuations. Discussion ensued.

- a. **Approve Tax Rate Recommendation – MOTION:** Ms. Delaney moved to recommend to the Grant County Fiscal Court that the public health tax rate for FY 2023 be set at 2.70 cents per \$100 of assessed property valuations. Ms. Ederer seconded. Motion carried unanimously.
- b. **Set Appropriation to the District – MOTION:** Ms. Delaney moved to approve the annual appropriation to the District for FY 2023 at 1.90 cents per \$100 of property valuations. Ms. Ederer seconded. Motion carried unanimously.
- c. **Set Allocations for Special Project(s) – MOTION:** Ms. Reed moved to approve for FY 2023 the FFLAG program at \$13,500, the Grant County School program at \$80,000 and the Williamstown School program at \$26,000. Dr. Utter seconded. Motion carried unanimously.
ACTION STEP: Mr. Moore will let recipients know the funding decisions and request more detailed information next year.

AUDITOR PROPOSALS

Mr. Moore presented two auditor proposals (VonLehman and RFH) and summarized each evaluation, noting VonLehman was the least expensive option for the local board of health. Discussion ensued. **MOTION:** Ms. Delaney moved to keep VonLehman CPA & Advisory Firm as the Local Board of Health's auditor. Dr. Twehues seconded. Motion carried unanimously.

AUDIT CONTRACT

MOTION: Dr. Twehues moved to authorize Chair Dr. Wm. Ford Threlkeld, II, to sign the FY 2023 Audit Contract. Dr. Rich seconded. Motion carried unanimously.

OTHER

There was no other business to bring before the Grant County Local Board of Health.

ADJOURN

MOTION: Dr. Twehues moved to adjourn the meeting. Dr. Rich seconded. Motion carried unanimously. Meeting adjourned at 8:45 AM.

Respectfully submitted,



Wm. Ford Threlkeld, II, MD, Chair
Grant County Local Board of Health



George A. Moore, II, Secretary
Grant County Local Board of Health