

KNOX COUNTY ADVISORY BOARD OF HEALTH MEETING MINUTES
May 19, 2021 5:30 PM
Knox County Health Department

Present:

Martha Buchanan, MD, Secretary
Jack E. Gotcher, Jr., DDS, Chair
Maria Hurt, DNP
Mayor Glenn Jacobs
Ani Roma, Citizen Representative
James Shamiyeh, MD; UTMCK
Marcy Souza, DVM

Absent:

Lisa Wagoner, RN; representing Superintendent Bob Thomas, Knox County Schools
Dianna Drake, PharmD

Others Attending:

KCHD: Katharine Killen, Kevin Parton, Chrissy Gilmore, Melinda Goodman (recorder)
Knox County: David Sanders, Esq. representing Knox County Law Department

I. CALL TO ORDER

Chairman Dr. Jack Gotcher called the meeting to order at 5:30 PM

II. ESTABLISHMENT OF QUORUM

Dr. Jack Gotcher requested Ms. Goodman take roll call to confirm establishment of the quorum. All but two Board members were in attendance. Quorum was met.

III. APPROVAL OF MINUTES FROM MAY 19, 2021 MEETING

Dr. Marcy Souza moved to approve the minutes, seconded by Dr. James Shamiyeh. The motion passed, via roll call vote, 7-0.

IV. SET THE AGENDA

Motion made by Dr. Souza and seconded by Dr. Shamiyeh to set the agenda. Dr. Buchanan motioned to have Mr. David Sanders, with Knox County Law Department, address the Board as the first item. This would generally occur in "Discussion of Board Meetings" and will move up on the agenda to occur before "KCHD-FY 2022 Operating Budget". This was seconded by Dr. Souza and adopted unanimously by all present.

V. LAW DEPARTMENT AT ADVISORY BOARD OF HEALTH MEETINGS

Mr. Sanders informed the Board that it is no longer necessary for a Knox County Law Department representative to attend every meeting now that they are no longer making policy or rules. Mr. Sanders will be available to the Board on an invited basis.

VI. KNOX COUNTY HEALTH DEPARTMENT FISCAL YEAR 2022 OPERATING BUDGET PRESENTATION BY KEVIN PARTON

Kevin Parton, Chief Administrative Officer, for the Knox County Health Department, provided review of the Fiscal Year 2022 Operating Budget with explanation and comparison of 2020, 2021 and 2022, highlighting where KCHD has increases, decreases, or remains flat. We are currently planning to be down in budget in most categories due to Covid response. Please see attachment.

A. Questions

1. Dr. Shamiyeh posed the question of how the budget operates: expenses, revenue and then the county subsidizes the rest? Kevin Parton indicated that was correct. Mayor Jacobs explained that the health department receives a lot of grants and requested Kevin to explain. We currently have approximately 35-50 grants fill the difference and pay for additional staff. Our grant budget is currently about the amount of our County expense budget.
2. Dr. Shamiyeh asked about the 2022 revenue which shows a drop in revenue. Is that because of an increase in revenue previously due to Covid testing? He is thinking 2022 should normalize. Kevin explained that it should, based on the assumption that we go back to 100% of services inside the year. We are currently not operating at 100% of all our services. Kevin assumes we will still be lower in medical billings.
3. Dr. Shamiyeh mentioned the Community Health Assessment was completed and although we have not been able to go through it in detail, he asked Dr. Buchanan if there is anything that we should tackle as a community that the budget does not address?
Dr. Buchanan agrees with the budget. It allows us to address the things such as substance abuse and some mental health items through our grants and local budget. We have had the flexibility in our budget to move people around as needed. The Mayor is requesting for us to focus more on mental health now and his office supports that, so we are having conversation around that. We are trying to get out of Covid operations and back into regular operations. We anticipate the revenue drop because we feel by July and August is when we will be more in line with regular operations.
Kevin mentioned the Community Health Assessment and on page 17 of the Disease Surveillance Budget there is line item for contracting work to position ourselves out in the community and develop an interim document for distribution. We may not get there by the end of the fiscal year, so that is why we see the increase in 2022.
4. Dr. Souza posed the question regarding Indigent Care. The budget was cut several years ago, then there was discussion of an assessment, then Covid-19 hit. Do we anticipate an increase or is it needed?
Dr. Buchanan mentioned that other parties agree with the current rates. We are grateful for their partnerships. Patients are continuing to be seen and hospitals and Cherokee are willing to do this work. We will continue to work with our partners to look at this program in different ways.
5. Dr. Gotcher asked the business question: Do we have to approve the budget?
Dr. Buchanan explained that the current county ordinance changed that, and we simply must provide advice and review it. There is no requirement to vote.
Dr. Gotcher stated that if there is no other discussion, the Board's review of the budget fulfills the advisement.

VII. KNOX COUNTY HEALTH DEPARTMENT BENCHMARK PRESENTATION BY DR. BUCHANAN

Vaccine Update:

Dr. Buchanan reviewed the vaccine data on KCHD's website and stated that they are seeing a decrease in demand. To date there 377,801 vaccinations reported on Knox County residents and over 180,000 who have completed the series. Additionally, our team has administered over 50,000 doses of vaccine. 44% of our community has had at least one dose of vaccine. We are continuing to vaccinate and work with our partners on creative ways to get it out there to folks in need.

Current COVID-19 Data:

All the data can be found on the KCHD website at covid.knoxcountyttn.gov/case-count

Benchmark 1: Sustained reduction or stability in new cases for 14 days / GREEN

Benchmark 2: Community-wide sustained and increased diagnostic testing with consistent or decreased test result reporting turnaround time / YELLOW

Benchmark 3: Sustained or increased public health capability / YELLOW

Benchmark 4: Health care system capabilities remain within current and forecasted surge capacity / GREEN

Benchmark 5: Sustained or decreased COVID-19 related death rate for identified positive or probable cases / GREEN

VIII. QUESTIONS FOR EDUCATIONAL INSTITUTIONS (presentation sent previously)

University of Tennessee Knoxville/Knox County Schools (KCS); (presentation sent previously, Ms. Wagoner was not able to attend)

Dr. Spencer Gregg, with University of Tennessee Knoxville, did not have an update to provide for the Board of Health and was not in attendance.

IX. UNIVERSITY OF TENNESSEE MEDICAL CENTER AT KNOXVILLE DATA UPDATE BY DR. SHAMIYEH

Dr. Shamiyeh presented data from the University of Tennessee Medical Center and regional data on COVID vaccinations and hospitalizations, (see attached PowerPoint).

X. BOARD COVID-19 RECOMMENDATIONS

Dr. Buchanan left this item on the agenda in case any board members had any recommendations on anything we should be doing or changes.

We have changed our guidance on the 5 Core Actions to reflect the CDC Guidelines on fully vaccinated people. Three of the actions should always be done:

- 1) Stay home if you are sick
- 2) Clean things regularly
- 3) Wash your hands regardless of vaccination status
- 4) Masking is only needed in certain situations and people should follow the CDC website guidelines
- 5) Social distancing is not needed. We are making internal changes with our staff to stay current with CDC guidelines.

Dr. Gotcher asked the Board members if they had any questions. There were no questions posed.

XI. ADOPTION OF RULES

Dr. Buchanan provided the rules to the Board. Voting was left in the rules to allow it when necessary.

Dr. Marcy J. Souza asked if we would continue to meet at the City County Building.

Dr. Buchanan will verify with Mr. David Sanders; however, she understood if the Board is advising, the meeting must be public.

Motion made by Dr. Buchanan and seconded by Dr. Shamiyeh to adopt the Advisory Board of Health Rules. The motion passed, via roll call vote, 7-0.

XII. DISCUSSION OF BOARD MEETINGS

Discussion of meeting frequency was introduced. The Board is agreeable to change to quarterly meetings but would prefer monthly data. The proposed meeting schedule is March, June, September and December.

Motion made by Mayor Jacobs to begin a quarterly meeting schedule starting with the June meeting. This was seconded by Dr. Hurt and adopted unanimously by all present.

XIII. OTHER BUSINESS

The Board had no other business to discuss.

XIV. ADJOURNMENT

There being no other business, the meeting adjourned at 6:30 PM. The next ABOH meeting will be held on Wednesday, Jun 16th at 5:30 PM in the Small Assembly Room at the City County Building.

Respectfully submitted,



Martha Buchanan, MD, Senior Director and Public Health Officer
Knox County Health Department
Secretary, Knox County Advisory Board of Health

List of Attachments:

- Knox County Health Department - FY 2022 Budget presented by Kevin Parton, Chief Administrative Officer
- Knox County Health Department - Benchmarks presented by Dr. Martha Buchanan
- University of Tennessee Medical Center Knoxville - Data Update presented by Dr. James Shamiyeh
- Educational Institutions - Knox County Schools material provided by Ms. Lisa Wagoner
- Knox County Board of Health Rules Presented by Dr. Martha Buchanan