

**LOCAL HEALTH PERSONNEL EMPLOYMENT COUNCIL
MEETING MINUTES
February 15, 2012**

Council Members Present:

Wes Swarner
Roger Smiley
James Hale
Dr. Ellis

Others Present:

Ron Horseman, Local Health Personnel
Debbie Garrison, Local Health Personnel
Diane Compton, Local Health Personnel
Matt Hunt, Barren River District HD, via Barren River connection
Laura Hammons, Christian County HD, via Christian County connection
Edwina Byford, Hopkins County HD, via Hopkins County connection
Stephanie Hays, Calloway County HD, via Calloway County connection
Pam Godby, Lake Cumberland District HD, via Lake Cumberland connection
Wilma Munsey, Lake Cumberland District HD, via Lake Cumberland connection
Linda Brock, Lake Cumberland District HD, via Lake Cumberland connection
Patrick Flanagan, Lincoln Trail District HD, via Lincoln Trail connection
Miranda Frye, Lincoln Trail District HD, via Lincoln Trail connection
Candice Selph, Three Rivers District HD, via Three Rivers connection
Rhea Wilburn, Three Rivers District HD, via Three Rivers connection
Kimberly Kellerman, Madison County HD, via Madison County connection
Noel Coplen, Graves County HD, via Graves County connection

Wes Swarner, Co-Chairman, called the meeting to order at approximately 1:00 P.M.

Old Business

Dr. Ellis moved that the minutes of the meeting held on November 2, 2011 be approved as submitted. James Hale seconded the motion and the motion carried.

Debbie Garrison, Local Health Personnel presented the following information on current appeals:

Actions on Appeals received from the Administrative Hearing Branch

Recommended Orders:

AHB 11-829

Employee appealed dismissal action taken by the health department based on discrimination of religion, political and age. Hearing was to be held on January 24, 2012. Received a Recommended Order to Dismiss with prejudice.

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Appellant stated that the parties resolved the matter and withdrew the appeal.

Scheduled Hearings

AHB 11-592 & 12-123

Employee appealed dismissal action taken by the health department based on a personnel action taken against the employee. Hearing date will be November 17, 2011 at 9:00 a.m. Hearing was Continued until January 11 and 12, 2012 which was then held by a telephone prehearing conference. Hearing date is scheduled for March 26th at 9:00 a.m.

Appeals in Process:

AHB DPH 10-256

Employee appealed dismissal action taken by the Health Department. Original hearing date was scheduled for July 19, 2010. However due to illness in family, a request for Motion to reschedule hearing has been submitted by the employee's attorney. Motion to sustain appeal was submitted on October 14, 2010 by employee's attorney. Received a scheduling order stating that Health Department's Response shall be filed on or before November 25, 2010. No further information at this time.

AHB 11-637 & 810

Employee appealed dismissal from agency based on Discrimination. Hearing was scheduled for September 23, 2010 at 9:30 a.m. with a reschedule date for February 2, 2011. Final order was received and approved on February 17, 2012 that the employee suspension and termination be reversed.

New Business

Updates from Ron Horseman regarding Local Health Personnel

Ron updated the Council on the classification updates. The IT classification changes have went live as of January 13, 2012. The classification series has been changed and we have added one new IT classification. Reallocations and reclassification changes to the new series are being

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processed at this time. At this time we are not reviewing any other classification. We are not looking for new ones to update at this time.

Diane Compton gave an update on insurance as follow:

DPH is charged an administrative fee for each local health department employee. That fee was \$6.00 per employee but has now been raised to \$6.36 per employee. LHP is responsible for reconciling this bill. Please make sure when removing or entering a termination on the KHRIS system for insurance to check your PA20 screen to make sure the action you entered has been accepted in the system. We currently reviewed the months of August through December 2011. The billing continues to show employees that should have been taken off the insurance bill. In September 2011 through December 2011 we have 47 people showing on the bill that should have been removed. We are currently working on January and February 2012. Ron Horseman stated to please make sure to keep the insurance information correct as Debbie Garrison and Diane Compton spent more than three days reconciling the bill.

Ron Horseman then gave an AFM update on the MCO. The agencies are very close to receiving payments. This is a daily process but we are very close to getting this rolling. As a sign of the times and due to budget cuts, we are seeing increased furloughs and layoffs since January 1, 2012. Those continue to come in daily.

QUARTERLY REPORT OF ACTIONS

As requested at the last council meeting Ron then informed the Council on Local Health Personnel year to date actions that were processed from October 1, to December 31, 2011. There 23 appointments, 2 reinstatements, 3 promotions, 3 Demotions, 1 suspension, 7 resignations, 1 retirement, 15 salary adjustments, 1 Maternity Leave, 6 name changes, 341 annual increments, 26 probationary increments, 30 address changes, 3 reclassifications, 3 expiration of time limited appointments, 2 other actions, 12 return from leave actions, 2 corrective actions, 1 transfer out actions, 63 merit payments, 4 in-range adjustments, 1 reallocation, 3 status changes, 4 transfer within agency, 8 FMLA without pay, 9 return from FMLA, 7 medical leave with pay, 57 annual employee evaluations for 096 evaluation, 1 voluntary furlough, 1 return from furlough, 1 reclassification with probation and 1 discretionary raise. This makes a total number of 646 actions processed during this quarter. The total applications processed during this time frame were 630. The number of applications received has decreased since the last meeting. Total number of employees at this time is 3,342.

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Ron then asked if there were any questions from the field. Dr. Ellis asked due to budget cuts have we heard anything regarding retirement from the legislation that could impact the health departments. Ron stated at this time we have not been made aware of anything on the surface that would impact the agencies. Wes Swarner stated that most of the bills at this have stalled. Redistricting and Casinos seem to be the priority. Anything else, there's not a lot of movement.

Ron then asked if they had any suggestions for items that needed to be discussed in our next meeting. There being none, he turned the meeting back over to Wes Swarner. The next meeting date will be May 9, 2012 at 1:00 p.m.

At 1:20 PM, James Hale made a motion to adjourn and Roger Smiley seconded the motion and the motion carried.