

LOCAL HEALTH PERSONNEL EMPLOYMENT COUNCIL
MEETING MINUTES
June 10, 2009

Council Members Present:

Wes Swarner
James Hale
Roger Smiley
Jennifer Woods
Joe E. Ellis, O.D., via Marshall County connection

Others Present:

Ron Horseman, Local Health Operations
Debbie Garrison, Local Health Personnel
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
Matt Hunt, Barren River District HD, via Barren River connection
Deana Childers, Madison County HD, via Madison County connection
Elizabeth Smithson, Purchase District HD, via Purchase District connection
Tammy Hayes, Christian County HD, via Christian County connection
Mark Pyle, Christian County HD, via Christian County connection
Carolyn Stewart, Three Rivers District HD, via Three Rivers District connection
Michelle Wilburn, Three Rivers District HD, via Three Rivers District connection
Amy Young, Three Rivers District HD, via Three Rivers District connection
Carolyn Sue Fugate, Clark County HD, via Clark County connection
Laura Croom, Pennyriple District HD, via Pennyriple connection
James Tolley, Pennyriple District HD, via Pennyriple connection
Gayle J. Patterson, Woodford County HD, via Woodford County connection
Melissa Royce, Woodford County HD, via Woodford County connection
Frances Foster, Bullitt, County HD, Bullitt County connection
Marcie Flechler, Bullitt County HD, Bullitt County connection
Angela Mosley, Ashland-Boyd County HD, via Boyd County connection
Rhonda Wooten, Ashland-Boyd County HD, via Boyd County connection
Pamela Morgan, Cumberland Valley District HD, via Cumberland Valley connection
Sherry Hall, Cumberland Valley District HD, via Cumberland Valley connection
Kathy Fields, Cumberland Valley District HD, via Cumberland Valley connection

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Wes Swarner, Chairman, called the meeting to order at approximately 1:06 PM.

Old Business

Dr. Ellis moved that the minutes of the meeting held on March 4, 2009 be approved as submitted. Roger Smiley seconded the motion and the motion carried.

Actions on Appeals received from the Administrative Hearing Branch

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

Recommended Orders:

Case #AHB DPH 08-1241

Appealed dismissal action based on discrimination. Hearing was held on for Monday, March 23, 2009 at 9:30 a.m. Final Order was received upholding the decision of the health department. James Hale moved that the final order be accepted and Roger Smiley seconded that motion and the motion carried. The final order was signed by co-chairs.

Case #AHB DPH 08-043

Appealed suspension action. Hearing was held on February 26, 2009. Exceptions were filed by the agency. However the Hearing Officer's final order to reverse the agencies suspension action was upheld by hearings. Roger Smiley moved that the final order be accepted and James Hale seconded that motion and the motion carried. The final order was signed by co-chairs.

Scheduled Hearings

There are no scheduled hearings at this time.

Appeals in Process:

No case number available but have received an appeal from an applicant appealing Personnel's decision to omit him from the Public Health Services Coordinator position from an agency due

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to a felony charge as per regulation 902 KAR 8:070. No hearing date has been scheduled at this time.

New Business

Updates from Ron Horseman regarding Local Health Personnel

Ron gave an update on classification changes. The new Environmental series has been approved by all concerned and there will be an e-mail going out this week with the new classifications. There is just a little more to do on the Nutrition series, but those classifications will follow shortly.

Also the Public Health Services series classification will be changing, however, they will remain in the same series. We are just adding some new classifications for the First Steps, and HANDS programs to follow more in line with the program regulations in meeting with their required minimums. BT classifications will follow soon. Also the next classifications we will be working on will be the support series as well as the KHDA personnel committee has asked us to look into revising the Local Health Department Director series.

The Compensation Plan has been changed to reflect the new Department of Labor minimum wages. There were three different options presented to KHDA. The three different options were as follows:

Option 1 – All tenured employees would be raised 5% above the new minimum if they were below the new minimum when it took affect. Probationary employees would go to the new minimum if they were below.

Option 2 – Raising all grades by 8.5%.

Option 3 – Raising all grade minimums by 8.5% and giving a 5% adjustment based on the new minimum to all tenured employees and bring all probationary employees to the new minimum.

KHDA voted that Option 1 be brought before the Council to make a motion on. That option would be that Grades 5-8 would be raised 5% above the new minimum if they were below the new minimum wage and probationary employees would be brought to the new minimum. This would take affect on June 29, 2009. Jennifer Woods made a motion to approve Option 1 of the compensation plan proposal and Roger Smiley seconded the motion and the motion carried.

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Ron thanked Erin Cirre for all her hard work on the facts and figures in computing the new compensation plan totals.

Also a few other items that Local Health Personnel have been working on are, we have received a lot of questions regarding school staff drawing unemployment while on a regularly scheduled break from the schools. We have sent a memo out with guidelines addressing this issue. We would suggest that if you need any further information regarding seasonal breaks to please contact your local Unemployment or the Frankfort Unemployment Office.

Our Management training has been rescheduled for July 22nd and 23rd. If there is another disaster that occurs to cancel the live version again, we will still be holding the training, it is just we will tape it and place it on TRAIN for you to view whenever you would like. We are so sorry that this has been cancelled on you twice. Hopefully July will be presented on time.

Our office has also sent out a memo to the agencies regarding Partial Year School Health employees and insurance. The insurance will stay the same. As long as they work one day a month, they will maintain their insurance benefits.

Again, as a sign of the times, we ask that you please take a look at your layoff plans and see if you currently have one in force or if your plan may need to be updated to address the new regulations we have in effect. Our office at this time is working on a draft layoff plan that you can take and complete to address your agencies needs. As soon as this is ready, we will e-mail it out to the personnel/director staff.

Also a couple of years ago, a stance was taken that we would contact all applicants regarding missing information on applications. We have found that is making us take a longer time to process applications as well as complete the certifications for you. As of the date of that memo, if there is any missing information that would be left off the application that is needed, our office will automatically reject the application. We would request that in order to make sure to cut down on the number of rejected applications, please review the check list we have attached to that memo and look over each application when accepting the application in your agency.

Ron asked if there were any further questions and there were none. He also asks the health departments that if they have any topics to discuss for the next Council meeting to please let us know.

The next meeting date will be September 16, 2009 at 1:00 p.m..

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At 1:23, Wes Swarner made a motion to adjourn and Jennifer Woods, seconded the motion, and the motion carried.