

**RUTHERFORD-POLK-MCDOWELL**  
**Joint District Board of Health and Home Health Advisory Board**  
**Meeting Minutes**  
**McDowell County Health Department**  
**January 10, 2012**

**Board of Health/HHAB Members Present:**

<b>Rutherford County Representatives</b>	<b>McDowell County Representatives</b>	<b>Polk County Representatives</b>
<b>Don Corry</b> <b>Hobart Rogers</b> <b>Dr. Thomas Jaski</b>	<b>Briana Shelton</b> <b>Josh Dobson</b> <b>Jim Segars</b> <b>Norman Guthrie</b> <b>Carol Tribble</b>	<b>Ted Owens</b> <b>Iain Fitch, Chair</b> <b>Rick Covil</b>

**Board of Health/HHAB Members Absent:**

<b>Susan Crowe</b> <b>Sandra McGriff</b> <b>Kim Lowery</b> <b>David Odom</b>	<b>Rev. Mark Forbes</b>	<b>Mike Davidson</b> <b>Cathy Brooks</b>
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**Health Department Staff/Guests Present:**

**Guest:**

**Sharon Parker, Board Attorney**  
**Gary Johnson, CPA**

**HD Staff:**

**James H Hines, Jr., Health Director**  
**Phillip Melton, CFO**  
**Helen White, RN Supervisor**  
**Susan Robinson, Environmental Health**  
**Brenda Green, Administrative Services Assistant**  
**Jennifer Jarrett, Assistant Finance Officer**

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
<p><b>CALL TO ORDER</b> Dr. Iain Fitch called the joint BOH and HHAB meeting to order at 7:00 pm</p>	<p>No Board action required</p>	<p>N/A</p>
<p><b>PUBLIC COMMENT PERIOD:</b> There was no public present to make comment</p>	<p>No Board action required</p>	<p>N/A</p>
<p><b>APPROVAL OF DISTRICT Board Of Health [BOH] and Home Health Advisory Board [HHAB] MINUTES FOR: November 8, 2011</b></p>	<p>Ted Owens made a motion to approve the BOH and HHAB minutes for Nov. 8, 2011 as presented, seconded by Don Corry. The motion was unanimously approved.</p>	<p>Documents on file</p>
<p><b>AUDIT REPORT:</b> Gary Johnson CPA, Norman, Johnson, and Co., PA did a presentation on the audit for year ending June 30, 2011. The Board members had been previously mailed the complete audit report and a summarized audit letter before the meeting. Mr. Johnson went over the report and letters and highlighted the most important items. The Board members asked many questions and Mr. Johnson explained and clarified many issues. Board members and Mr. Hines then meet with the Auditor without other staff present and then the Board met with the Auditor without Mr. Hines present so the Board could confirm that there were no management issues that needed to be discussed privately, that the Auditor had received all the information needed, and that the audit process went smoothly.</p>	<p>Action taken after Closed Session.</p>	<p>Documents on file.</p>
<p><b>INFORMATION ITEM</b></p>		<p>N/A</p>
<p><b>HEALTH DIRECTOR'S REPORT:</b> Jimmy Hines reported on the following items: 1. The State has decided to look at the 10 Regional Health Districts [RHD] in NC, which are made up by health departments and to allocate \$400,000.00 per year x 5 years per district. Our RHD has 11 counties that include RPM. An RFP is being submitted to the state with input from local health departments in the region. Buncombe County was chosen as the Leader for this RHD. The eleven counties will be divided into two groups of four and one group of three counties with one full time person hired for each group to provide more services to communities to develop more issues/programs around tobacco use, physical activity, access to care issues, etc. 2. A Kate B Reynolds Charitable Trust Fund Program Officer gave the go ahead to submit an application pending their funding for an Obesity Prevention Coordinator to work in Rutherford County. 3. Mr. Hines met with a group from McDowell County and staff from Kate B Reynolds to discuss the Kate B. funding format that they call "place based philanthropy". Instead of funding a project, they will allocate more dollars into five year funding mechanisms to give local</p>	<p>Information only</p>	<p>N/A</p>

<p>communities the money to prioritize their needs based on how they want to improve the health. McDowell County is very high on their list but they are also meeting with Rutherford County. Unfortunately, both counties can not be chosen.</p>		
<p><b>HH CON ACQUISITION BY CARESOUTH:</b>  Mr. Hines and Phillip Melton met with the officials of CareSouth and signed the APA (Asset Purchase Agreement). Purchase price was \$1,000,000.00 with \$900,000.00 having been transferred by December 31, 2011 and \$100,000.00 transferred into a restricted fund and will be released later when everything has cleared. CareSouth made employment offers to eleven of the fifteen employees whose jobs were affected by the sale. Four employees were given RIF notices. Timing was short but unavoidable. Those four employees were paid for an additional 30 days. Mr. Hines stated he was very optimistic that CareSouth would provide for the needs of the community and be able to actually spend more for indigent care than the District could. CareSouth is also leasing space from us in the Rutherford, Polk and McDowell County during January. Future leased space is being discussed permanently for McDowell Co. only. We have completed our part of an 855-form (CHOW) change of ownership document that CareSouth will send to Medicare for approval. McDowell Home Health has two lease vehicles and CareSouth is in process of assuming the lease on those vehicles. CareSouth and McDowell Home Health will work together for the next few months to make sure all revenues coming in are applied to the right agency based on date of service.</p>	<p><b>Information only</b></p>	<p><b>Document on file.</b></p>
<p><b>CDC FINANCIAL REPORT:</b>  Phillip Melton, CFO summarized the Collins Dental Center financial report the Board members had been previously sent.</p>	<p><b>Information only</b></p>	<p><b>Document on file.</b></p>
<p><b>EH FINANCIAL REPORT:</b>  Phillip Melton, CFO summarized the Environmental Health financial report the Board members had been previously sent.</p> <p>Mr. Guthrie left the meeting.</p>	<p><b>Information only</b></p>	<p><b>Document on file.</b></p>
<p><b>CLOSED SESSION for discussion of information that is privileged, confidential or not a public record under NC General Statute 143-318.11 (a)(1) and to discuss the personnel evaluation of the District Health Director, Mr. Hines, pursuant to NC General Statute 143-318.11(a)(6).</b></p>	<p><b>Ted Owens moved to go into closed session for discussion of information that is privileged, confidential or not a public record under NC General Statute 143-318.11 (a)(1) and to discuss the personnel evaluation of the District Health Director pursuant to NC General Statute 143-318.11(a)(6), which was seconded by Carol Tribble and was unanimously approved.</b></p>	<p><b>Documents on File.</b></p>



