

**RUTHERFORD-POLK-MCDOWELL  
District Board of Health Meeting Minutes  
McDowell County Health Department  
Tuesday, January 12, 2016**

**Board of Health Members Present:**

<b>Rutherford County Representatives</b>	<b>McDowell County Representatives</b>	<b>Polk County Representatives</b>
David Odom Don Corry Craig Sargent	Matthew Crawford Dr. Ben Hall Judy Wilson Amy Moomaw Carol Wolfenbarger	Dr. Mike Davidson Dr. Rich Metcalf

**Board of Health Members Absent:**

Dr. Jerald DeLaGarza Sarah Bradley Greg Lovelace Dr. Phillip Whitworth	Jim Segars	Michael Gage Rick Covil One Vacancy
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**Health Department Staff/Guests/Counsel Present:**

**HD Staff:**

Jimmy Hines, Health Director  
Phillip Melton, Finance Officer  
Brooke Waycaster, Interim Clinic Director  
Susan Robinson, EH District Supervisor  
Josh Kennedy, Assistant Health Director  
Yanet Cisneros, Public Health Integrator  
Sharon Parker, Board Attorney

**GUESTS:**

Marjorie Vestal, Public Health Consultant  
Karen Caldwell, Regional Tobacco Prevention Consultant

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
<b>CALL TO ORDER:</b> Chairman Dave Odom, called the meeting to order at 6:45 pm	No Board action required	N/A
<b>PUBLIC COMMENT PERIOD:</b> There was no public present to make comment	No Board action required	N/A
<b>APPROVAL OF DISTRICT BOH MINUTES FOR:</b> November 12, 2015	Mr. Crawford made a motion to accept the minutes as presented. This motion was seconded by Dr. Hall, and passed.	Documents on file
<b>INFORMATION ITEMS</b>		
<p><b>Health Director's Report:</b></p> <ul style="list-style-type: none"> <li>• Mr. Hines introduced Yanet Cisneros as the new Health Integrator. She will be involved in many things including the Community Health Assessment. Josh Kennedy was introduced as the new Assistant Health Director. Mr. Hines announced that Brooke Waycaster, as the Clinical Program Manager. She has been acting in this position as Interim for several months.</li> <li>• On January 14, 2016, Mr. Hines and Josh Kennedy will be going to Winston Salem to meet with executives from Kate B Reynolds Trust regarding an invitation to re-apply for Dental funds to support the mobile dental unit in McDowell County.</li> <li>• Some changes may be coming to the Collins Dental Center [CDC] potentially in February. The CDC will begin seeing walk-in adult patients on a first come first serve basis on Tuesdays only for parents who are already bringing their children to CDC. Several reasons include available time, the no show rate continues to decline and we are picking up numbers in McDowell county. The CDC will accept third party insurance if the client files the claim themselves.</li> <li>• Update on the Medicaid Cost Settlement: For FY year 13-14 we were expecting \$841,000.00 and did get a check for \$626,000.00. In addition, we did receive a 10% payback for two years of approximately 200,000.00 that we were not expecting. The issue is still not settled but work continues on it. The final amount that we were able to deposit in the bank was \$873,000.00.</li> </ul>		

<ul style="list-style-type: none"> <li>• On January 28<sup>th</sup> 2016, Mr. Hines, Mr. Lovelace, Mr. Crawford, Mr. Gage, Mr. Odom and the three county managers will be meeting at the Health Department in Rutherford County to discuss local appropriations and where to go next.</li> <li>• The Maternal and Child Health programs were awarded \$60,000.00 (\$20,000.00 for each county) in state money for planning. A group of six people, representing each county went to a meeting to discuss the parameters of the money. The program would focus on birth rates, child mortality and children 0-5.</li> <li>• On February 11<sup>th</sup> 2016, the Health Department in all three counties will be closed from 8:00a.m. until 1:00 p.m. for a full scale preparedness exercise scheduled in Polk County at the Polk County High School. This exercise is required by the state for accreditation and state funding. It is essential for our staff to exercise procedures in the event of a life threatening emergency that would affect the public. In order for the exercise to be realistic the entire staff will be expected to participate. This information is provided to the board in case there are questions from the public about the health department being closed or the exercise in general.</li> </ul>		
<ul style="list-style-type: none"> <li>• Marjorie Vestal, Public Health Consultant, presented the 2015-2018 Community Health Assessments for Rutherford, Polk and McDowell counties.</li> </ul>	<p>The link to the on-line Health Assessment Documents will be emailed to all BOH members.</p>	<p>Documents on file</p>
<ul style="list-style-type: none"> <li>• Karen Caldwell, Regional Tobacco Control Consultant presented results from a tobacco audit project that she partnered with McDowell Health Coalition to conduct. The study involved visiting 23 convenience stores in McDowell County to see the status of tobacco sales in each one. 70% of youth visit a convenience store at least one time a week. The results found that all tobacco sales were at the point of sale, 6 near schools, and 9 near child care centers. Tobacco products were 3 feet from the floor placed beside the candy and gum. Study shows that raising the legal age to 21 to buy tobacco would lower the number of youth who smoke.</li> <li>• Mr. Hines recommended that the District Board of Health adopt a resolution that would allow local governments to make more stringent rules on tobacco purchases than the current statute, MC GS 14-313.</li> </ul>	<p>Don Corry made a motion for the Board to approve a resolution requesting the General Assembly to amend NC GS 14-313 to allow local governmental entities such as the District Board of Health to pass local rules and ordinances that could regulate the sale of tobacco products to persons under the age of 21 and to direct Board legal counsel to revise the draft resolution to allow for floor preemption. Amy Moomaw seconded the motion and the board approved the proposed Resolution unanimously. The revised Resolution will be circulated to the BOH to ensure that it comports to their vote of approval.</p>	<p>Documents on file</p>
<ul style="list-style-type: none"> <li>•</li> </ul>		

<ul style="list-style-type: none"> <li>• <b>Mr. Odom announced that Cathy Brooks had resigned from the District Board of Health. He took a moment to thank her for all the years of service.</b></li> </ul>		
<p><b>Financial Report</b></p> <ul style="list-style-type: none"> <li>• <b>Mr. Melton gave a report on the budget July-November.</b></li> <li>• <b>Mr. Melton gave a report on the Environmental Health budget July-November.</b></li> <li>• <b>Mr. Melton gave a report on the Collins Dental Center budget July-November.</b></li> <li>• <b>Mr. Melton gave a report on the Dental Mobile Unit.</b></li> </ul>		<b>Documents on file</b>
<p><b>ACTION ITEMS</b></p>		
<p><b>2014 audit review by Clifton Allen and Larson has been presented at the last BOH meeting and written copies distributed to the BOH. Mr. Melton asked for a vote to accept the 2014 audit review by Clifton Allen and Larson.</b></p> <p><b>Mr. Melton asked for a vote to accept Clifton Allen Larson as the auditors for a third year based upon the original bid documents.</b></p>	<p><b>Dr. Davidson made the motion to accept the 2014 audit report, which was seconded by Mr. Corry. It passed unanimously.</b></p> <p><b>Dr. Davidson made a motion to accept Clifton Allen and Larson as the auditors for a third year. It was seconded by Mr. Crawford and passed unanimously.</b></p>	<b>Documents on File</b>
<p><b>There was no Closed Session.</b></p> <p><b>ADJOURNMENT:</b></p>	<p><b>Mr. Corry made a motion to adjourn the meeting, which was seconded by Mr. Crawford and passed. The meeting adjourned at 8:20 p.m.</b></p>	<b>N/A</b>
<p><b>SIGNATURES:</b> _____  <b>David Odom, Chair</b></p> <p>_____  <b>James H. Hines, Jr., District Health Director</b></p>		