

**RUTHERFORD-POLK-MCDOWELL
District Board of Health Meeting Minutes
Polk County Health Department
Tuesday, May 10, 2016**

Board of Health Members Present:

Rutherford County Representatives	McDowell County Representatives	Polk County Representatives
David Odom Craig Sargent Dr. Jerald DeLaGarza Dr. Phillip Whitworth Sarah Bradley Don Corry	Matthew Crawford Dr. Ben Hall Carol Wolfenbarger Jim Segars Judy Wilson	Rick Covil Dr. Mike Davidson

Board of Health Members Absent:

Greg Lovelace	Amy Moomaw	Michael Gage Dr. Rich Metcalf One Vacancy
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Health Department Staff/Guests/Counsel Present:

HD Staff:

Jimmy Hines, Health Director
Josh Kennedy, Assistant Health Director
Phillip Melton, Finance Officer
Kelly Crawford, Human Resources
Karen Powell, Human Services Planner
Brooke Waycaster, District Clinical Manager
Susan Robinson, EH Supervisor, Food, Lodging and Facilities
Steve Chambers, EH Supervisor On Site Water Protection
Sharon Parker, Board Attorney

GUESTS:

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
CALL TO ORDER: Chairman Dave Odom, called the meeting to order at 6:45 pm	No Board action required	N/A
PUBLIC COMMENT PERIOD: There was no public present to make comment	No Board action required	N/A
APPROVAL OF DISTRICT BOH MINUTES FOR: March 8, 2016	Mr. Crawford made a motion to accept the minutes as presented. This motion was seconded by Dr. Whitworth, and passed.	Documents on file
INFORMATION ITEMS		
<ul style="list-style-type: none"> • Mr. Hines introduced Steve Chambers, the RPM Health District Soil Scientist. Steve has been with the District for many years and has accepted the role of supervisor over the on-site water protection program effective April 1st, 2016. 		
<p>Health Director's Report:</p> <p>Mr. Hines reported that the Kate B. Reynolds Charitable Trust has awarded \$ 175,000 to the Mobile Dental Unit to operate in McDowell County. Additional in kind money will bring the grant total to \$192,500.00.</p> <ul style="list-style-type: none"> • Mr. Hines reported that Blue Ridge Community Health Services out of Hendersonville was awarded a grant of \$680,00.00 to expand their dental program in Spindale. This would take them from 3 chairs to 9 chairs. • Mr. Hines informed the BOH that the Governor's Budget recommended 17 million dollars in non-reoccurring money to go to local health departments to transition from the loss they have had to endure from the Medicaid Cost settlement issues. It is the hope that the money will be divided by counties and not by districts. • Mr. Hines reported that the CDC and the National Veterinarian's Association have put out a rabies compendium which updates how they believe rabies control and exposure should be handled. The present laws that we have for health departments in North Carolina differ from the compendium and these differences are being studied. • Mr. Hines reported on House Bill 779, which is a gag order for local health departments to prevent them from issuing drinking advisories to private well systems. • Mr. Hines reported on House Bill 794, which is a 		

<p>needle exchange programs for known drug users.</p> <ul style="list-style-type: none"> • Mr. Hines reported on the passing of the House Bill, which allows health departments and their counties to strengthen smoking laws. It was Mr. Hines' understanding that under this new Bill, the Board of Health can recommend an ordinance and then each Board of County Commissioners and each town and municipality would be included as well and have to vote to approve the ordinance. The state was very pleased that our BOH supported a change in the Preemption law. A change by the General Assembly could lead to a change in the purchasing age for tobacco products. 		
<p>Electronic Medical Record [EMR] Report</p> <ul style="list-style-type: none"> • Josh Kennedy, Assistant Health Director, reported that a committee had been created over the past few months to review different EMR systems. The group visited the Appalachian and Toe River Districts. One District used Patagonia and one used CureMD. CureMD was unanimously selected as the system for the RPM District. At this time, we have received a grant for \$10,000 to help pay for the system. We should be able to begin using the system by August. The order for installation will be 1] check in, 2] billing and 3] clinic. There will be training for the staff prior to going live with the system. 		
<p>Update on the Health Director Performance Review</p> <ul style="list-style-type: none"> • David Odom, Mr. Hines and Sharon Parker reported that an online tool had been created through Survey Monkey. The BOH members, County Managers and 15 community members will receive the survey. 		
<p>Financial Report</p> <ul style="list-style-type: none"> • Mr. Melton reported on the budget that covers about 75% of the 15-16 budget year. At this time, we are above revenue due to payment of the Medicaid cost settlement and an increase in patient fees. We are still waiting on full payment of the Medicaid cost settlement. It is typical to get the cost settlement in the following fiscal year. At this time, we are close to break even on expenses and income due to the cost settlement. • Mr. Melton gave an updated report on the EH budget through March 31, 2016. EH has had a pretty good year. County dollars have helped make up deficits in EH but fee inconsistencies still require local dollars to make up differences. • Mr. Melton reviewed the financials from the Collins 		<p>Documents on file</p>

<p>Dental Center. March has been the best month so far for the Collins Dental Center. We are currently at a break-even point.</p>		
<p>Presentation of the RPM District Budget 2016/2017</p> <ul style="list-style-type: none"> Mr. Hines presented a slide show of the current status and future of public health that focused on budgets and how they may need to evolve in the future. Mr. Hines continued to stress the importance of county appropriations. He shared information on other counties in North Carolina. The RPM Health District is in the bottom three for appropriations. County appropriations are Rutherford \$441,000, McDowell \$245,000 and Polk \$178,000, for a total of about \$830, 000. As new money in the 16-17 budget year, Mr. Hines has only requested a shared demographic allocation for an additional Environmental Health Position in hope of reducing back logs in all counties. In the future, Mr. Hines will sit down with county managers and others to develop a plan on how to create healthier communities. Josh Kennedy explained that all of the staff, including a new Education Committee, are very aware that it is important to be present in the community. There will be outreach projects involving tobacco prevention that will get the community involved in public health. 		
<p>ACTION ITEMS</p>		
<ul style="list-style-type: none"> Mr. Melton presented state budget amendments regarding Ebola funding, the McDowell County budget cut, Food and Lodging, Environmental Health and some other adjustments to other line items. Mr. Melton presented the 2016/2017 budget. Highlights included: The Medicaid cost settlement, the Electronic Medical Records mandates, Equalizing each county's Fee Schedules for Environmental Health, the Mobile Dental Unit, Environmental Health new technology, and small increases in retiree and employee insurance. It was pointed out that there were no salary increases for employees included again this year. Mr. Hines will continue working with county managers to try to reduce the need for additional expenditures from the fund balance. Mr. Odom recommended Dr. Ben Hall to serve as the Vice-Chairman of the BOH and Ms. Carol Wolfenbarger to Cathy Brooks as an Executive Committee member. 	<p>Dr. Davidson made the motion to accept the budget amendments as discussed, which was seconded by Mr. Corry. It passed unanimously.</p> <p>Mr. Corry made a motion to accept the 2016/2017 budget as presented, which was seconded by Ms. Wolfenbarger. It passed unanimously.</p> <p>Mr. Covil made a motion to elect Dr. Ben Hall as Vice-Chairman of the BOH and Ms. Carol Wolfenbarger the new Executive Committee member to replace</p>	<p>Documents on File</p> <p>Documents on file</p>

<ul style="list-style-type: none"> The proposed 2016/2017 meeting schedule was reviewed and it was suggested to change the November 8, 2016 meeting, which is election day, to November 15, 2016 	<p>Cathy Brook. This motion was seconded by Mr. Crawford. It passed unanimously.</p> <p>Mr. Corry made a motion to accept the 2016/2017 meeting schedule but to change the November 8, 2016 meeting, which is election day, to November 15, 2016. The motion was seconded by Dr. Davidson. It passed unanimously.</p>	
<p>A Motion was made by Dr. Davidson at 8:15 pm 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 NC General Statute 130A-42; to consult with the Board Attorney regarding legal matters pursuant to NC General Statute 143-318.11(a)(3); and consideration of personnel matters that involve an officer or employee of this Board under NC General Statute 143-318.11(a)(6).</p> <p>The Board went into Closed Session and all staff except Mr. Hines and Ms. Parker, Board Legal Counsel, left the meeting</p>	<p>A Motion was made by Dr. Davidson at 8:15 pm 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 NC General Statute 130A-42; to consult with the Board Attorney regarding legal matters pursuant to NC General Statute 143-318.11(a)(3); and consideration of personnel matters that involve an officer or employee of this Board under NC General Statute 143-318.11(a)(6). The motion was seconded by Mr. Crawford and passed without dissent.</p>	<p>Minutes for closed sessions are maintained at the law office of Sharon Parker 26 West Court Street, Marion, NC 28752, 828-652-2441</p>
<p>Back in Open Session:</p> <p>Election of a Search Committee for the selection of a new District Health Director: Mr. Odom recommended the election of Dr. Mike Davidson as Chair of a Search Committee for the selection of a new District Health Director, as occasioned by the retirement announcement of Mr. Hines, with delegation to the Executive Committee of the power to appoint the other members of the Search Committee as long as each county is represented and the committee is diversified.</p>	<p>Mr. Corry moved to elect Dr. Mike Davidson as Chair of a Search Committee for the selection of a new District Health Director and to delegate to the Executive Committee the power to appoint the other members of the Search Committee as long as each county is represented and the Search Committee is diversified. This motion was seconded by Mr.</p>	

ADJOURNMENT:	Crawford and passed with no dissent. At 9:00 pm, Mr. Crawford made a motion to adjourn, which was seconded by Mr. Corry. The motion was unanimously approved.	
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SIGNATURES: _____
David Odom, Chair

James H. Hines, Jr., District Health Director