

RUTHERFORD-POLK-MCDOWELL
District Board of Health OPEN SESSION Meeting Minutes
Rutherford County Health Department
Tuesday September 20, 2016

Board of Health Members Present:

Rutherford County Representatives	McDowell County Representatives	Polk County Representatives
Dr. Phillip Whitworth Don Corry Sarah Bradley	Matthew Crawford Dr. Ben Hall Carol Wolfenbarger Jim Segars	Rick Covil Dr. Mike Davidson Penny Padgett Ray Gasperson

Board of Health Members Absent:

Greg Lovelace Dr. Jerald DeLaGarza David Odom Craig Sargent	Judy Wilson Amy Moomaw	Dr. Rich Metcalf
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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
Susan Robinson, EH Supervisor, Food, Lodging and Facilities
Sharon Parker, Board Attorney
Dr. Susan Olcott, Dental Director

GUESTS:

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
CALL TO ORDER: Vice Chairman Ben Hall, 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
<ul style="list-style-type: none"> • Dr. Hall read the resignation letter from Polk County Commissioner Michael Gage. • Phillip Melton, CFO administered the swearing in of new board members Polk County Commissioner Ray Gasperson and Dr. Penny Padgett. • Introduction of Dr. Susan Olcott, Dental Director 	No Board action required	Documents on file
APPROVAL OF DISTRICT BOH MINUTES FOR: July 12, 2016	Mike Davidson made a motion to accept the minutes with the correction of adding Craig Sargent to the search committee list on page 4. This motion to approve as amended was seconded by Matthew Crawford and passed.	Documents on file
INFORMATION ITEMS		
<p>Health Director's Report:</p> <ul style="list-style-type: none"> • Mr. Hines updated the board on the communication process between the Governor, the Division of Public Health and the Division Secretary on the Coal Ash issue. We are connected to it because we did have one well at the time that was part of the configuration around the Duke plant in Cliffside. The State Health Director released a statement that stated that the water was fine to drink. There have been some disagreements about that statement and miscommunication about what was actually released. The fallout for Public Health that followed is the resignation of Megan Davies, State Epidemiologist. A big fear is that the public may distrust public health due to this issue and its fallout. Mr. Hines and Susan Robinson will be traveling to Greensboro for a meeting about this issue in the future. • Mr. Hines reported that on October 26, 2016 there will be a meeting in Rutherford County with himself, all three county managers, Mr. Melton and Mr. Kennedy. The meeting is planned to create a strategy on future funding options. The meeting will stress the fact that we 		

<p>are underfunded and explore way to enhance revenue and create efficiencies. This year Mr. Hines will focus on the demographics of the counties, show what each county pays for public health services, and some of the costs to that county if they were a standalone county department rather than a district. In addition, Mr. Hines will be looking at ways the counties can support public health other than direct monetary appropriations.</p> <ul style="list-style-type: none"> • Mr. Hines gave an update on the Medicaid Cost Settlement. As of this meeting, the health district anticipates receiving the cost settlement from 2014-2015 of approximately \$750,000.00. In addition, it looks positive that the district may receive a one-time reimbursement of \$334,000.00. Mr. Hines commended the billing department for their 98.53% billing rate, which were instrumental in getting our correct reimbursement from Medicaid. • Mr. Hines shared with the board the newly released RPM Health District brochure. This effort was spear headed by Yanet Cisneros and has been distributed to all communities. 		
<p>Report from the Assistant Health Director:</p> <p>Electronic Medical Records [EMR] System:</p> <p>Staff Super users and Management Support Staff have almost completed the first phase (Practice Management) of training for the Electronic Medical Records [EMR] System. We are scheduled to “Go Live” October 6th. Phase two of the training (Clinic) is currently slated for late October.</p> <p>We were recently notified that HIS will be canceling its contract with their EMR developer after long delays with the HIS vendor and missed deadlines by the vendor. In addition, because of the issues associated with the vendor, a number of the remaining HIS health departments/districts have decided to enter into contracts with alternative providers. These issues have resulted in HIS’s contract termination with their vendor. Those departments/districts who paid into the HIS system will receive funding in the amount of \$20,000 to offset the cost of switching. RPM HD is included in that group and we should be receiving \$20K per county, for a total \$60,000. There is not an exact timeline for disbursement from DPH as this time. According to the last report, we anticipate a January 2017 timeframe. Funding would be utilized to offset any cost associated with scanning records and EMR operational needs.</p> <p>Duke Endowment Grant Application:</p> <p>RPM HD did not receive the Duke Endowment grant on behalf of the Rutherford Health Council. McDowell County Health Coalition also applied and was not selected as a</p>		

recipient. Polk County's PF3 Health Coalition has been selected to move forward in the review stage of applicants. PF3 received a site visit earlier this month with Duke personnel. If selected, they would be notified in November 2016.

Worksite Wellness:

We had recently started conversations with local county leaders and organizations on developing a worksite wellness initiative in Rutherford County, similar to the program in McDowell, and explored funding by the Appalachian Regional Commission [ARC] but have determined that ARC will not be the best fit as a funder. We are looking at other options for the community, including the Kate B. Reynolds (KBR) Trust. We have a meeting with new program officer Jason Baisden for KBR and he is scheduled to meet with RPM HD in October, after which we are hosting his tour of the county with fellow community leaders. Neighboring counties (Burke and McDowell) have been selected by KBR to be a part of KBR's "Healthy Places" initiative. Since Jason is new to KBR we wanted to make sure he was aware of the existing work in Rutherford County should Rutherford become a consideration for "Healthy Places" in the future.

SET V Initiative (Rutherford, Polk, McDowell, and Cleveland Counties):

RPM has been assisting with a regional collaboration called SET V funded by the USDA. SET V is a regional initiative to develop a strategic platform for local agencies and organizations. The platform can then be utilized for further funding options from the USDA, and other funders/initiatives. As part of the development of the platform, health and social determinants/education have been identified as two of the major foundational goals. The district has been asked to help facilitate those discussions.

Operational Updates – Finance/HR/IT

The district has on boarded several new systems in the past 5 months, email and EMR to name a few. In addition, we recently reviewed the status and cost associated with our accounting software (ADS) which includes the hosting of the data. We have also been investigating the full potential of our HR software company (ADP). During this time, the district has also been testing a new process for point-of-sale (POS) via Square, which has the capability to connect directly to several accounting programs on the market. Because there is significant overlap between operations (HR, Accounting, POS) and all three eventually link back to the accounting system, the departments will be meeting in the next several weeks to review options to increase synergy between the system. The end goal would be to reduce duplication of work and automate data entry actions. Further, we hope this result in faster reporting on metrics for the district. Lastly, an added benefit we anticipate is that it will provide supervisors more

<p>time to focus on Quality Improvement and less time managing some of the clerical aspects of their positions that could be automated.</p>		
<p>ACTION ITEMS</p>		
<p>Rule for Post Exposure Management of Dogs and Cats Recommended by the NC Division of Public Health</p> <p>Mr. Hines asked that the Rutherford Polk McDowell District Board of Health begin the process to adopt a Local Health Rule for all of Rutherford, Polk and McDowell counties in North Carolina to be effective January 1, 2016 that would incorporate the recommendations and guidelines for rabies post exposure management of dogs and cats specified by the National Association of State Public Health Veterinarians in the 2016 edition of the Compendium of Animal Rabies Prevention and Control and so the provisions of the Compendium would become the required control measures pursuant to N.C. Gen. Stat 130A-197. The proposed Rule would be effective beginning January 1, 2017, which would allow for appropriate notice and education to occur. The text of the proposed rule would be as follows:</p> <p>This rule for rabies post exposure management of dogs and cats implements and particularizes the authority given to the local health director in G.S. 130A-197 to effectively and efficiently protect the public’s health utilizing the most current science. Accordingly, the Rutherford Polk McDowell Board of Health adopts the recommendations and guidelines for rabies post exposure management of dogs and cats specified by the National Association of State Public Health Veterinarians in the 2016 edition of the Compendium of Animal Rabies Prevention and Control (Part I.B.5: Post exposure Management). These provisions of the Compendium shall be the required control measures pursuant to G.S. 130A-197 and shall become effective January 1, 2017.</p>	<p>Mathew Crawford that the board adopt, effective January 1, 2017, the following Rule for Post Exposure Management for Rabies:</p> <p>This rule for rabies post exposure management of dogs and cats implements and particularizes the authority given to the local health director in G.S. 130A-197 to effectively and efficiently protect the public’s health utilizing the most current science. Accordingly, the Rutherford Polk McDowell Board of Health adopts the recommendations and guidelines for rabies post exposure management of dogs and cats specified by the National Association of State Public Health Veterinarians in the 2016 edition of the Compendium of Animal Rabies Prevention and Control (Part I.B.5: Post exposure Management). These provisions of the Compendium shall be the required control measures pursuant to G.S. 130A-197 and shall become effective January 1, 2017.</p> <p>This motion was seconded by Carol Wofenbarger. It passed unanimously.</p>	<p>Documents on File</p>

<p>WIC Resolution: Kelly Crawford, Personnel Director explained a Resolution to Affirm the details of the merger between Saluda Medical WIC program into the and the Rutherford-Polk-McDowell District Health Department WIC program. The copy of the resolution is attached. The intent of the Resolution is to provide documentation of the sick leave balance that was transferred in addition to their date of hire with Saluda Medical that would be used to calculate their vacation accrual.</p> <p>There was not a closed session.</p>	<p>Don Corry made a motion to accept and approve the Resolution as presented, which was seconded by Dr. Davidson. It passed unanimously.</p>	
<p>ADJOURNMENT:</p>	<p>Don Corry made a motion to adjourn, which was seconded by Mr. Crawford. The motion was unanimously approved.</p>	
<p>SIGNATURES: _____ David Odom, Chair</p> <p>_____ James H. Hines, Jr., District Health Director</p>		

