

MINUTES

DAVIDSON COUNTY BOARD OF HEALTH

January 10, 2012
12:30 p.m.

BOARD MEMBERS PRESENT

Dr. Mark Hamrick
Ms. Alice Gray
Commissioner Don Truell
Rev. Lamar Moore
Mr. Keith Raulston
Mr. Corey Buggs
Mr. Rod Kcuik
Dr. Cathy Riggan
Dr. Rick Gilliam
Dr. Michael Lanning
Ms. Becky Daley

STAFF PRESENT

Mary Lou Collett
Janie Ange
Jen Hames
Barbara Jones
Robbie Varner
Nancy Rosier

VISITORS PRESENT

WELCOME

Mr. Long called the meeting to order, established a quorum, and welcomed everyone. Mr. Long explained that the Board of Health Bylaws requires the election of a Chair and Vice-chair at the January meeting, leaving the Board without a Chair until a new Chair is elected.

ELECTION of CHAIR

Mr. Long opened the floor for nominations for the Board Chair for the calendar year 2012. Rev. Lamar Moore nominated Dr. Mark Hamrick. No other nominations were made.

MOTION

Dr. Cathy Riggan made the motion that the nominations be closed. Dr. Gilliam seconded. Motion passed

Mr. Long called for a vote on the nomination of Dr. Hamrick who was unanimously elected Board Chair for 2012. Dr. Hamrick assumed duties of the Chair and proceeded with the meeting.

ELECTION of VICE-CHAIR

Dr. Hamrick opened the floor for nominations for Board Vice-chair. Dr. Cathy Riggan nominated Alice Gray. No other nominations were made.

MOTION

Dr. Riggan made the motion that nominations be closed. Corey Buggs seconded. Motion to close nominations passed.

Dr. Hamrick called for a vote on the nomination of Ms. Gray who was elected unanimously as Board Vice-Chair for 2012.

MEETING AGENDA and CONSENT AGENDA

Dr. Hamrick asked for approval of the items on the agenda and consent agenda. Mr. Long stated that a change needed to be made to agenda item (d) adding "APHA Innovations Grant" that Jen Hames will present.

Dr. Hamrick asked if there were any other changes regarding the agenda for today's meeting. None were made and the Board approved the agenda and consent agenda with the noted change.

HEALTH DIRECTOR'S REPORT

- **Community Health Assessment-** The health department is tasked every four years with conducting a community health assessment (CHA). We have been granted a variance by the State to modify the cycle to three year intervals to sync it to the hospitals' CHA schedules. I have had several conversations with both Lexington and Thomasville Medical Centers about conducting a coordinated CHA. The recommendation I made to the hospitals was for the three agencies to engage the Institute of Public Health in Chapel Hill to assist with the project in order to get a good comprehensive CHA that will meet their needs as well as ours. Initially, I had asked the Institute for a "turn-key" project however the hospitals and I received sticker shock when the estimate came back at about \$100,000. Through a lot of discussion with the Institute, hospitals, and Jen, we cut out large portions of the activities on the Institute proposal which reduced the cost to \$50,000. Typically, the health department has done the CHA alone and it takes a lot of staff time and a lot of Jen's time. The idea of contracting with the Institute was to get high level of expertise, use their ability to put reports together, and generate a very nice clean product for the hospitals and health department. I explained to both hospitals that the health department would do what it could financially but most of what we could offer would be "in-kind" time. Thomasville Medical Center was under the impression they would pay half of the cost and Lexington was under the impression the cost would be divided into thirds. I'm bringing this issue to the Board for input on how to move forward and what the health department's commitment should be. The health department has received new Aid-to-County money that we did not anticipate or budget for which can be used to support the 10 essential services of the public health department, one of them being CHA. The Board discussed the issue at length.

MOTION

Dr. Riggan made a motion for the health department to pay 25% of the cost of the CHA plus the (8%) in-kind to make it up to one third of the projected cost. Dr. Rick Gilliam seconded and the motion was approved.

- **Innovations Grant Hospitals**
Recently I was on a conference call with Forsyth Hospital and Wake Forest Baptist about a Medicare Innovations Grant which is a huge grant. Medicare is putting money out there to create new ideas around delivery of health care services in large geographical regions with large populations to drive down Medicare costs. The application will be submitted at the end of January and has a six month window to get a proposal implemented and show measurable cost saving outcomes for Medicare. The proposal submitted is based on the idea of improving regional coordination of elder care. One of the things the health department does well is case management. If the hospitals are successful in receiving this grant the health department may have a role in it.
- **Dentist resignation**
Dr. Sindhura Citineni our dentist resigned effective January 3rd. Dr. Citineni has done an outstanding job for the dental clinic over the past year and she will be missed. She has however agreed to perform contract services, at least for a while, until we can get another dentist in place.
- **Transportation Connector Routes**
The Bulldog bus in Thomasville has been running for a while now and is working exceptionally well. Lexington is creating a bus route starting on January 17th. The transportation department is looking to make a connector between the Thomasville loop and the new Lexington loop that would run on an hourly route back and forth between the two cities. This would mean greater access to a lot of different things such as social services, the court system, the health department, etc. and will be an asset to the community.
- **Loss of CAP-DA Assessments**

For many years the health department has been doing the CAP-DA assessments for the Senior Services Department. CAP-DA has now been transitioned to the private sector and will actually be done by a former employee of Senior Services starting her own business. During the transition of CAP-DA, as part of the agreement with the County, the health department is to continue providing nursing in-home assessments for the balance of this fiscal year. After this time the new contractor plans to hire her own nurse. This transition will mean the loss of \$18,000 to \$20,000 in our budget for the new fiscal year that we had been receiving from the CAP-DA program.

- **Environmental Health Fee/Cost Sheet (Handouts provide)**

For a long time health directors across the State have struggled with funding environmental health which is a State mandated program. The handout provided is information on the costs of the inspecting permitted facilities that pay an annual State permit fee (includes restaurants, food stands, mobile food units, push carts, private school lunch rooms, and lodging facilities). The total estimated cost to the County is \$259,969, less the State funds we receive (\$16,759), equals net local expenditures of \$ 243,210.

The issue is a lot of health directors across the State have been pushing and wanting a local option to charge fees for restaurant inspections. Currently, under North Carolina law, County governments are specifically prohibited from charging fees for these inspections. This is presented for informational purposes as we prepare for the budget year.

- **Retirement Sherlon Miller**

Our long time deputy registrar Sherlon Miller retired after 25 years at the end of December. Sherlon's overall tenure with the health department was over 31 years. Her knowledge and experience will be missed. During the past year Sherlon trained Angie Laster who has now been assigned the deputy registrar duties.

- **Trailer Stolen**

The enclosed dual axel white trailer was stolen over the New Year's weekend from the back parking lot. The Lexington Police Department is working on it.

- **Flu Shots - Free**

We received a notice back before Christmas that the State has given us free flu vaccine and the health department is to give it out free. From the public health stand point it is great to give out free vaccine but the reality of it is that they gave us less than a week's notice about it. I voiced my concerns with the State about this. One issue is that we still had private vaccine that the health department had purchased. Luckily the amount of private vaccine we had on hand was not over the threshold that we could return to the vendor. Another issue is that we have been selling it over the past couple of months and now we are giving it for free which confuses our customers. Finally, if we would have had prior notice we could have planned a school campaign. At this point forward we don't have any private vaccine and we will be publicizing the free State flu vaccine for anyone that walks in at the health department. As I have mentioned to the Board before our niche, as far as flu vaccine to the general public, is fading. With so much being offered in pharmacies, Wal-Mart's, and just about everywhere the numbers flu shots we give in clinics has gone down dramatically. If it weren't for giving flu shots to school personnel and County employees we would have a lot of flu vaccine that we would be sitting on. I believe the target population will be children in the school systems that would not be getting the shots anywhere else.

- **Monthly Report**

The monthly report was put together to contain departmental material that we feel is relevant or important and if the Board feels that it is worthwhile we will continue to send it out.

OLD BUSINESS

- **Local Tobacco Regulations**

Dr. Mark Hamrick stated the Tobacco Control Rule Development Committee met last Friday. Attending were myself, Commissioner Truell, Alice Gray, stakeholders from the community, college, hospitals, physicians, County employees, school systems; a good cross section of committee members. The committee felt the most likely way to be successful was to propose a rule to prohibit tobacco use in all County buildings, County property, including parks and vehicles. Dr. Hamrick stated as representatives of the committee we propose that Mr. Long work on developing a rule to bring back to the Tobacco Control Rule Development Committee. The Board discussed the definition of county property and engineer Keith Raulston explained that most of the sidewalks surrounding county property are owned by the city. Mr. Long stated he would be investigating all of these issues and if the Board elects to pursue prohibiting tobacco use there is a process by where public hearings would need to be held.

MOTION

Dr. Hamrick brought the motion from the Tobacco Control Rule Development Committee that Mr. Long work with the committee to compose a rule to prohibit tobacco use in all County buildings, County property, including parks and vehicles. The Board voted and the motion was approved.

NEW BUSINESS

- **Appointment of Committees**

Dr. Hamrick called the Board member’s attention to the list of committees and current members mailed in the Board packet. Vacancies on the committees were filled by Dr. Michael Lanning on Budget and Becky Daley on General Services. Dr. Hamrick clarified the Sub Committees for 2012 as follows:

<u>Budget</u>	<u>By Laws</u>	<u>Evaluation</u>	<u>EH</u>	<u>General Services</u>
Dr. Michael Lanning	Dr. Cathy Riggan	Dr. Mark Hamrick	Ms. Alice Gray	Dr. Cathy Riggan
Com. Don Truell	Dr. Rick Gilliam	Mr. Corey Buggs	Dr. Mark Hamrick	Rev. Lamar Moore
Mr. Corey Buggs	Dr. Mark Hamrick	Dr. Rick Gilliam	Mr. Keith Raulston	Ms. Alice Gray
Dr. Mark Hamrick	Rev. Lamar Moore	Com. Don Truell	Mr. Rod Kcuik	Ms. Becky Daley

MOTION

Dr. Cathy Riggan made a motion to approve the Board member changes to the committees. Mr. Corey Buggs seconded and the motion was approved.

- **Review of Board Operating Procedures -**

Mr. Long brought the Board members’ attention to page 3 of the operating procedures and stated he had made some small change so the language read a little better. Changes were made to the following Sections:

- Under Article IV Meetings, Section 2: Agenda: Health department staff must ask for agenda time through the Health Director *or the Board Chair*.
- Section 3: Public Address to the Board: Members of the public may address the Board during a public comment period held *during* each regularly scheduled meeting. The public comment period will provide three (3) minutes per speaker for a total of fifteen (15) minutes. *The time provided for public comment may be modified* at the discretion of the Board.

MOTION

Dr. Cathy Riggan made a motion to accept the changes to the Board of Health Operating Procedure. Dr. Lanning seconded and the motion was approved.

- **Board of Health Meeting 2012 Calendar**

Dr. Hamrick asked for any other suggestions or changes on the Board of Health meeting dates for 2012. None were made.

MOTION

Reverend Lamar Moore made a motion to accept the Board of Health Meeting 2012 Calendar as proposed. Dr. Riggan seconded and the motion was approved.

- **APHA Innovative Policy Grant - Jen Hames**

Jen Hames stated the American Public Health Association is offering funding for innovative policy initiatives and she wants to apply for funding to contract with someone to work with the African-American churches and implementing Healthy Foods Polices. This would involve meeting with the appropriate person in the church, educate about healthy eating, advocate for the policy and evaluate the impact of the policy.

MOTION

Reverend Moore made a motion for the Board to allow Jen Hames to pursue the APHA Innovative Grant opportunity. Dr. Riggan seconded and the motion was approved.

- **Policy Revision – Program Eligibility – Barbara Jones**

Barbara Jones discussed the proposed revisions to the Program Eligibility – Personal Health, WIC Policy (Departmental Policy 100.46). Most of the revisions reflect federal changes to the WIC program manual regarding documents that WIC is allowed to accept in establishing program eligibility. The revision needing attention is “4.6 Proof of Income – d”. Currently personal health staff make copies of the documents clients must provide to prove they meet the income eligibility requirements for our clinical services. These copies are placed in the clients’ medical record. Through the QI process which the Clinical Team is participating in, it has been identified that this is a time consuming process. Our nursing director, Mary Lou Collette has checked and found there are no program requirements that these copies be made. All that is necessary is for staff to view the required eligibility documents and document verification that the client is eligible. This practice was apparently started years ago to show that we were not serving ineligible clients but we have never needed to use these documents for this purpose. Eliminating this step in our process would decrease staff time on unnecessary tasks and allow us to become more efficient, thus the recommendation for this revision.

MOTION

Reverend Moore made a motion to approve the Departmental Policy 100.46 revision. Mr. Keith Ralston seconded and the motion was approved.

- **Mid-Year Budget Review- Janie Ange**

Janie Ange stated in the Board packets are the November and October expenditures/revenues. The County has not closed out December yet so this will not be a total mid-year budget review.

- November expenditures- Expenditures for each program are usually around 41%. For the month of November the programs are under 41% because there have not been any major purchases or repairs, so the health department continues to run under our mark.
- November revenues- The health department continues to be on target, we have started billing BlueCross/BlueShield for services and that has helped greatly. Ms. Ange stated that we are right on our mark on collections at 39%-40% with the health department billing BlueCross/BlueShield insurance takes a little longer than people paying for services and we collect money that day. State revenues and Access to Care (PMC/CC4C) revenues have been coming in.
- For overall County dollars we have three programs; General Budget, Child Health, and Environmental Health. Through November we were at 34% spend of County dollars. We like to hold that as low as we can so funds are reverted back to the County. Mr. Long stated if we receive

State money or unanticipated revenues we try to offset the money we draw down from the County with those new funds.

Mr. Long stated we have not heard anything from the State at this point about next year's budget and probably will not know anything until the Legislature comes back for the short session. We give the mid-year report most importantly to keep the Board informed and as part of accreditation requirements.

- **Proposed Clinic Fee adjustments**

Mr. Long gave an overview of cost vs. charge chart. He stated that the whole purpose the proposed adjustments is the Medicaid cost settlement process which is very complicated and very convoluted. Mr. Long stated that at the end of the day we have to set our fees at least at Medicaid rate and our calculated cost for service. As far as the cost settlement process none of the clinical fees really matter individually. It is bottom number as shown in the spreadsheet that Medicaid will look at when figuring cost settlement. We are proposing to change the following fees:

<u>Service Type</u>	<u>Cost for Service</u>	<u>LHD Fee (charge)</u>
TB PPD	\$11.05	\$12.00
Handling Fee (INS)	\$9.64	\$11.00
Lice Treatment	\$31.69	\$32.00
PPD with State-Supplied Vaccine	\$11.05	\$12.00

Mr. Long stated clients are not charged for lice treatment but this is the process we have to do to get our cost settlement where it needs to be for Medicaid. Medicaid says you have to establish a fee at or above your cost of providing that service or either discount the cost and then it will go in the negative column. Mr. Long recommended establishing the change in fees so we can reduce the amount in the "Difference" column "J" to as close as we can to zero, otherwise we will not receive our maximum cost settlement from Medicaid.

MOTION

Rev. Moore made a motion to grant the recommendation to change the clinical fees. Dr. Riggan seconded and the motion was approved.

FUTURE BOARD MEETING DATES

The Board of Health will meet Tuesday, March 6, 2012 at 12:30.

MEETING ADJOURNED

Respectfully submitted,

L. Layton Long, REHS, MSA
Secretary to the Board

This is a true and accurate copy of the January 10, 2012, Board of Health Minutes.

Dr. Mark Hamrick, Chair