

MINUTES

DAVIDSON COUNTY BOARD OF HEALTH

**May 06, 2008
12:30 p.m.**

BOARD MEMBERS PRESENT

Mr. Keith Raulston
Dr. Peter Rogaski
Commissioner Don Truell
Ms. Alice Gray
Dr. Mark Hamrick
Dr. Mark Davis

STAFF PRESENT

Ms. Janie Ange
Ms. Kim Frank
Ms. Barbara Jones
Ms. Mary Lou Collett
Ms. Cindy Harris

VISITORS PRESENT

WELCOME, INTRODUCTIONS AND ANNOUNCEMENTS

Dr. Davis opened the meeting, established a quorum and welcomed everyone

MEETING AGENDA and CONSENT AGENDA APPROVAL

Dr. Davis asked if there were any corrections or additions to the agenda or minutes from the last meeting.

Mr. Long stated that he wanted to make one comment about the monthly reports; that he and Kim had looked at the monthly reports and it appears that some of the numbers are not accurate. Mr. Long said they will go back and look at them again and when the Board receives the monthly report, it may have a different look.

MOTION

Commissioner Truell made the motion to approve the meeting agenda and Consent Agenda. Keith Raulston seconded and the motion was approved.

HEALTH DIRECTOR'S REPORT

- **PHTIN Site**-The Board was taken on a short field trip to the health education room to show them the new PHTIN site. Mr. Long and Lisa Clark, IT person for the health department explained how the system would work and save on travel expenses for staff
- **BOH Training**-Division of Public Health is contracting with ECU this year to do about twenty BOH trainings throughout the State. Mr. Long contacted the health directors in Rowan and Davie Counties to see if there was an interest for a joint training. Both counties expressed interest and were to ask their Boards at their next meetings and get back with an answer by the end of May. *Mr. Truell asked if we could have the training here.* Mr. Long response was yes, but also some had shown an interest in having it at Childress Winery but it will be up to the Board to make the decision. The training would probably be held in the evening. Board agreed to authorize Mr. Long to contact the other directors for their Board's decision on a joint training, place and date/time
- **Deb Set-Off**-The department was correct on the decision regarding our actions with the Debt Set-Off program. The section chief of Women's and Children's Health in Raleigh sent a letter on a recent court decision okaying the practice. The Debt Set-Off Program has collected \$19,523.00 in bad debts.
- **Mary Jacobs**-Have asked Mary Jacobs to come back under contract for three or four days a week and train her successor, Gwen Yates and also fill in gaps with the school nurse program while replacements are recruited.

- **Food & Lodging Fees-** All fees must be approved by the Board but we will be implementing a new fee that is an exception; temporary food establishments (TFE) fees. From a legal standpoint, the state has always had the authority to collect fees for TFE's but it has never been applied like it has for restaurants. The State is now telling us that the local health department needs to collect the TFE fees. This fee is statutorily set at \$50.00. *Dr. Rogaski, Commissioner Truell and Alice Gray had questions/examples of the different kind of food vendors and what kind of permit would the examples that they mentioned need-Hopefully, all vendors have been informed that they will be charged a fee and will get their permit prior to an event. If a vendor has not paid the fee in advance, environmental health staff will issue the permit and then we will bill the vendor.*
- **Environmental Health-**John Hendren and Darren Cecil have brought me a proposal to use performance based budget funds to increase their technological advances for septic permitting and other activities. They have been working with a company (LDO) for a very long time on other technological applications. They are proposing to spend about \$17,000 of performance money to develop software that will allow staff to take electronic devices out in the field to record soil evaluation data and issue permits through digital process. Ultimately this should make permits available to realtors and builders through the web site. This project would use County dollars only.
- **FYI Women's Luncheon-**Girls to grandmothers' luncheon will be presented at the Second Reformed Church, on Church St., Saturday, May 17th from 10:00 A.M till 1:00 P.M. Will be discussing women's health issues on several different topics-several guests speakers have been invited-lunch provided
- **Yellow Fever Vaccination Site-**Forsyth County quit giving vaccinations for Yellow Fever and Guilford charges a high fee for theirs. Staff will be looking into getting approval to provide Yellow Fever vaccinations. Dr. Garrison would have to agree to this as well before it comes back to the BOH for approval
- **Measles-**Notice going out to all medical providers in the community making them aware of the issue of measles resurfacing.
- **Asthma Flag Program-**Lexington and Thomasville City Schools started participating in program May 1st - Flags are intended to make teachers and parents aware of current air quality. Several of our staff are in the Asthma Coalition. Davidson County schools opted out of the program.
- **Billboards about Smoke Free-**Signs are located on Salem St. in Thomasville, Old 52 North, 64 East close to Randy's Restaurant, Business 85 near DCCC and Hwy. 8 near the Children's Home.
- **Environmental Health Court Action-**We are pursuing correction of a failing septic system in court as the problem has continued for months. Darren Cecil and John Hendren are working with County Attorney Robert Hedrick. A judge ordered people to vacate their house until it was repaired but the neighbors continue to call and say the people are still living at the residence. This places them in contempt of court which means they could be arrested. We have had no success at contact, no response from the notices we have sent, and failure to appear at their appointed court date.
- **Recruit for New Dentist-** Dr. Alford opened a practice in Salisbury and we are trying to recruit another dentist to replace her.
- **Employee Appreciation Lunch/picnic-**Staff had a very good lunch at Finch Park. All of management team cooked food for staff and served them. Staff really seemed to enjoy the picnic and we gave out 48 "Caught in the Act" certificates to staff that had received good comments from clients or other staff for going above and beyond to help someone.

OLD BUSINESS

None

NEW BUSINESS

Open Access Scheduling Presentation

Mr. Long stated a team was created to implement a new method of scheduling clients and the team has done an outstanding job of working through this process. Staff nurse Mary Lou Collett gave a presentation to the Board on Open Access Scheduling. She stated that the intent is to offer patients an appointment within 24 hours when

they call. If we are unable to offer an appointment within 24 hours they will be given the next available appointment (under the existing scheduling method) or they can call the next morning for open access that day. Open Access is intended to reduce “no show” rates and streamline clinics. Mrs. Collett said staff will begin using Open Access with Family Planning and Immunizations on Monday, May 12th. *Ms. Frank commented one of the mottos of Open Access is “doing today’s work today”. Management support has been pulling family planning records, getting them ready days ahead, and then 50% or more of patients don’t show. The records then have to be taken apart and filed back and then patients call back wanting another appointment.* Mrs. Collette stated this program should save on postage for reminder cards as well. *Mr. Long stated the firm that came in and looked at the clinics made the suggestion of Open Access Scheduling.*

Home Health Proceeds Revision Request

Ms. Frank, representing Glenyce Fulton’s community health team, stated that they had asked the BOH some time back for funds of \$4,500.00 to be used for their diabetic client’s screening kit that included monitor, strips and lancets. Ms. Frank said Mr. Long and Janie had decided at that time it would work better budgetary wise if we would have part of the funds in this year’s budget and part in next year’s budget. Ms. Frank stated the Community Health Team is requesting clarification on the original approval; of the \$4,500.00 the Board approved, that \$300.00 be spent in fiscal year ending June 30, 2008 and the remaining \$4,200.00 be available in fiscal year 2009.

MOTION

Keith Raulston made the motion for the \$300.00 to go into this year’s budget and \$4,200.00 into next year’s budget. Dr. Mark Hamrick seconded and the motion was approved

Tobacco Policy

Mr. Long stated Barbara Jones asked that we revisit the Tobacco use policy for the Department. Mr. Long stated that North Carolina law allows the Board to establish a 50 feet setback from the building for Tobacco use but the original “smoking committee” assigned to review this issue recommended 25 feet for various reasons. Mr. Long stated that in terms of the greatest public health advantage, his recommendation was to go 50 ft allowed by law. Mr. Long stated that the Board may accept his recommendation or leave the policy as it currently exists. After an extended discussion, Dr. Hamrick made a motion to re-affirm the existing policy (not accept the recommendation). There was no second to Dr. Hamrick’s motion. Commissioner Truell made a motion to accept Mr. Long’s recommendation. There was not a motion to second the motion by Commissioner Truell. As neither motion was seconded, no action was taken by the Board leaving the 25 ft. setback from the building in place for smoking.

MOTION

No action was taken on smoking policy

PUBLIC COMMENT

None

FUTURE BOARD MEETING DATES

Next Board of Health will meet Tuesday, July 8th, 2008 at 12:30

MEETING ADJOURNED

Respectfully submitted,

L. Layton Long, R.S., M.S.A.

Secretary to the Board

This is a true and accurate copy of the May 6th, Board of Health Minutes.

Dr. Mark Davis, Chair