

MINUTES

DAVIDSON COUNTY BOARD OF HEALTH

September 6, 2005

BOARD MEMBERS PRESENT

Dr. Ed Reedy
Mr. Don Truell, Commissioner
Dr. Mark Davis
Dr. Peter Rogaski
Mr. David Black
Mr. Brown Loflin
Mr. Corey Buggs

STAFF PRESENT

Ms. Jackie Frank
Mr. John Hendren
Mr. Darren Cecil

VISITORS PRESENT

Ms. Cindy Hammitt, Asst. Clerk of Court

Dr. Reedy, Co-chairman, established the presence of a quorum and called the Tuesday, September 6, 2005 Board of Health meeting to order and asked if there were any corrections to the May, 2005 minutes.

Dr. Reedy, Co-chairman welcomed everyone and asked if there were any amendments to the agenda.

CONSENT AGENDA

MOTION

Dr. Davis made the motion to approve the May 3, 2005 minutes. Mr. Loflin seconded and the May 3, 2005 minutes were approved.

Dr. Reedy, Co-chairman requested to make amendments to the agenda by moving #VI new business up to #V old business on the agenda.

MOTION

Dr. Davis made the motion to move up # VI new business on the agenda to #V under old business and approve the consent agenda. Mr. Black seconded and the motion was approved.

Ms. Cindy Hammitt, Assistant Clerk of Court administered the Oath of Office to new Board member Dr. Peter Rogaski, Optometrist.

ANNOUNCEMENTS

Mr. Long announced that Dr Chambless had accepted a position in Raleigh as "Division Director of Emergency Preparedness for NCDA" requiring him to spend most of his time in Raleigh. As a result, Dr Chambless will most likely submit his resignation as the Board of Health Chair. Mr. Long stated he would like the Board to assist in finding a good candidate to fill the veterinarian position upon Dr. Chambless's resignation

NEW BUSINESS

By Laws draft

Mr. Long stated the Board should have received their packet of information including a copy of the "By Laws Draft". Mr. Long stated that the BOH should have written By Laws because the BOH is a government entity with regulatory authority. Other BOHs have had problems because they did not follow proper procedures.

Mr. Loflin stated that the draft looked pretty close to what the Board had previously been operating under. Mr. Truell responded that the by laws were pretty close but more defined for example, if a Board member missed over three unexcused meetings in a row, the Board member can be removed and replaced with

another individual. Mr. Loflin asked how many members on the BOH committee were governmental (state) appointed people. Mr. Long replied that there weren't any governmental (state) appointments to this Board, that all members were commissioner appointed.

MOTION

Mr. Truell made the motion that we put the By Laws on the consent agenda to be voted on for the next meeting. Mr. Loflin seconded and the motion was approved.

Health Foundation Proposal

Mr. Long stated (in reference to the home health agency sale) that the commissioners will have the final say on the proceeds of the sale but asked if the Board wanted him to pursue a proposal to set up a non profit foundation for a health service organization. Mr. Long said it may be possible for the foundation to receive and use these funds for health projects.

Mr. Truell stated the foundation would be a good way to use the money from the sale of home health instead of putting it in the general fund.

Mr. Buggs questioned how much work would be involved with getting a foundation started. Mr. Long replied that some staff time would be involved because the foundation would be a different entity from the health department's budget. Mr. Long stated that the foundation could be a lasting legacy of the home health agency for Davidson County.

Dr. Reedy suggested keeping the commissioners informed and involved with the stipulations up front for justification of money going into this foundation fund.

The Board supported Mr. Long in proceeding with the leg work for the foundation if the commissioners decide to give any of the money back to the health department from the sale of the home health agency.

DCCC "Nurse on Campus"

Mr. Long stated that the Health Dept. and Davidson County Community College are proposing a collaboration where the health department will furnish a nurse on campus and DCCC will provide a furnished office and all needed support. The college and the health dept. will assist students in meeting many of their medical needs through referrals, education, and counseling. The nurse will be on campus two half days per week. Mr. Long asked the Board for consideration and approval in this collaboration.

Dr. Reedy questioned how many nurses would be available and where would they be taken from. Mr. Long replied that as part of the sale of the home health agency, additional staff time became available and the health department was putting them out to do more community health work. The health department wasn't adding staff or taking away staff from other duties for the project. Dr. Reedy also stated that most colleges have their own nurse but that DCCC doesn't have one and he thought this collaboration was a great idea.

MOTION

Dr. Davis made the motion to approve the on campus nursing contract between Davidson County Health Department and Davidson County Community College. Mr. Buggs seconded and motion was approved.

E H Refund

Mr. Long stated that there had been a refund request in Environmental Health that under the current Board policy he did not have the authority to authorize. Mr. Long asked Darren Cecil to explain the refund request. Darren Cecil reported that 3 applications were filed March 10, 2004. The evaluations were completed March 24, 2004 but as a result of conflicts with other county departments, the client was unable to use any permits issued by EH. The client recently asked for a refund of \$300.00 on his application fees, but the current fee

policy does not allow for a refund after a site visit is made. The application has expired and because of the Board's fee policy, the department cannot refund the money.

Dr. Reedy asked John what his opinion was on the refund. John replied that he would like for Environmental Health to refund the client's \$300.00.

MOTION

David Black made the motion to refund the \$300.00 to the client. Dr. Reedy seconded and motion was approved.

Dr. Reedy asked if we had heard anything on the flu vaccine. Mr. Long stated current information indicates that the flu vaccine will be available.

David Black stated that the state was furnishing vaccine for state employees.

HEALTH DIRECTOR'S REPORT

- Home Health- Had 11 bids ranging from \$100,000 to high of \$2.7 million. Amedisys Inc., the largest home health agency in the Southeast was the highest bid. Accu Med was the next highest bid.
- Leadership Training-Went through five day leadership training and from all indications staff enjoyed the experience. Staff is to set performance standards, and objectives for their programs for the fiscal year. Monthly meetings are set with every division manager to review their objectives.
- EH Performance Based Budget-Environmental Health is on a stand alone performance based budget. The County set up performance budgets to recognize efficiency. The performance based budget allows them to keep up to 8% of their budget from one year to the next enabling EH to fund special projects.
- Incubator Update-(A.) Community Health Assessment due every four years. Doing survey on PDA's with rapid needs assessment software CDC developed. About 10 or so people from other counties assisted with the totally random survey. (B.) Obesity campaign ads and bill boards are being seen around the county and other areas paid through the incubator.
- Meth Labs-Environmental Health must enforce rules on decontamination of meth houses.
- RS Board- Was appointed to the Board of Sanitarian Examiners, a Governor's appointment. The board oversees the licensing of Environmental Health Specialists in the state.
- The Health Director's Association-Appointed me to chair the Environmental Health Study Committee consisting of state officials, EH staff, health directors, and Institute of Government attorneys. Looking for a way to fix the septic permit back log problem across the state. This year our EH experienced 4-5 weeks back log and some counties were 8-10 and 12 weeks behind in permitting.
- SNS (Strategic National Stockpile plan)-Steve Scarce our BT coordinator has been working hard to get SNS plan finished by the end of September.
- Infant mortality- indicator of the health of the community report submitted to Board.
- Dental Clinic Staff-Two new dentists on the dental clinic staff, Dr. Clinard a retired dentist and Dr. Roma Cheek.
- Budget FY 05-Charts were distributed and discussed on end of FY 05.

Mr. Loflin asked if the money in the budget was enough to take care of the prenatal program because a few years ago, there was some controversy over the care of the pregnant Hispanics. Mr. Long replied that the prenatal program has some County funding and we get a block grant of money in from the state. The money is used in women and children's health with more being allocated into prenatal. Mr. Loflin said it was better to spend a dollar now than dollars down the road for good prenatal care.

Mr. Truell wanted to know what we are doing on the conservation of gas. Mr. Long responded by saying that we were being as conservative as possible and efficient.

OLD BUSINESS

Health Director's Evaluation

Mr. Long informed the Board that he will have been at the health department for a year October 1st and that it was time for an annual evaluation. Mr. Long suggested a service provided by the management trainer the department had used. This service sends an electronic survey by email that goes to recommended contacts. The evaluation will compare where the strengths and weaknesses lie and the cost will be \$300 once a year. Mr. Long suggested a committee be formed to get the evaluation completed. Dr. Rogaski, Dr. Davis, Mr. Buggs and Dr. Reedy volunteered to be on the committee with Dr. Davis being the main contact.

Dr. Reedy stated there seemed to be a problem for some of the Board to make the BOH 12:30 meeting and asked if they would prefer an evening meeting. It was decided that the decision would depend on if there was any problems with getting a quorum for the next 12:30 meeting.

FUTURE BOARD MEETING DATES

Next Board of Health will meet Tuesday, November 01, 2005 at 12:30 at the Davidson County Health Department.

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 September 6, 2005, Board of Health Minutes.

Dr. ED Reedy
Co-Chair