

MINUTES

DAVIDSON COUNTY BOARD OF HEALTH

Rescheduled September 14, 2007
12:30 p.m.

BOARD MEMBERS PRESENT

Dr. Cathy Riggan
Mr. Keith Raulston
Dr. Mark Davis
Commissioner Don Truell
Rev. Lamar Moore
Ms. Alice Gray
Dr. Mark Hamrick

STAFF PRESENT

Ms. Jackie Frank
Ms. Kim Frank
Ms. Barbara Jones
Ms. Jen Hames
Mr. John Hendren
Mr. Darren Cecil

VISITORS PRESENT

None

Dr. Davis opened the meeting, established a quorum and welcomed everyone and “thanked them” for changing their schedules around to be able to have the meeting on a Friday.

Dr. Davis stated that he needed to add item “I”- Flu and Pneumonia Vaccine Fees under new business to the agenda.

CONSENT AGENDA

Dr. Davis asked if there were any corrections to the July 10, 2007 minutes or other amendments to the agenda.

MOTION

Dr. Riggan made the motion to approve the amended agenda (including consent agenda). Rev. Moore seconded and the motion was approved.

HEALTH DIRECTOR REPORT

- **Children’s Special Health Care Needs**-Received a call from the Governor’s office to serve on the Commission for Children’s Special Health Care Needs. The Commission’s purpose is to monitor and evaluate the availability and the provisions of health services to special needs children particularly with Medicaid services. Endorsement from the Board to serve on this Commission is requested.

MOTION

Commissioner Truell made the motion for Mr. Long to accept the appointment to serve on the Commission for Children’s Special Health Care Needs. Dr. Riggan seconded and the motion was approved.

- **Healthy Carolinians**-(Davidson Health Alliance) received the Kate B. Reynolds grant (\$10,000 dollars for three years) previously approved by the Board. The Alliance will also receive \$12,048.00 from the office of Healthy Carolinians. The Alliance will have to submit a proposal by October 1st. Dr. Amy Suttle and Debbie Rice are working on that application with Jen Hames. The Health Alliance steering committee

authorized them to write the proposal prior on behalf of the Alliance. The money comes to the health department but cannot be spent without approval of the steering committee.

- **Castle bury Foods**-Received a very nice letter from Commissioner Steven Troxler on the health department's role in assisting with the recall of Castlebury food products. John and Darren and their environmental health staff did an outstanding job of going out to the stores and getting over a hundred cans pulled from the shelves. Jen Hames did a public service announcement with the reverse 911 to go over all the county phone lines.
- **Budget Report**-2006 end of the fiscal year report has been delayed until November since the final county numbers are not ready.
- **School Nurses**-Good news- we will be getting two more school nurses; one for Lexington and one for Davidson County funded by the legislature's school nurse initiative. The Thomasville school nurse/student ratio is at the recommended level, Lexington city schools are getting much closer, and the County is still a long way off from meeting the ratio.
- **Debt Set Off Program**- The Board had previously approved implementation of the debt set-off program for the department. As you know some of our programs are under Federal guidelines since we receive Federal funding. Federal regulators have sent verbally an interpretation that we cannot use the debt set-off for family planning patients. The Health Director's Association has been in contact with the regional Federal office to express opposition to this interpretation. At this point Federal regulators have issued a verbal opinion to which our Association has challenged. Our Association has requested that the interpretation be provided in writing on why the debt set-off program would be considered non-compliant with federal guidelines. Staff has been advised to proceed with the debt setoff program as approved by the Board. I thought the Board should be aware of this issue and would like any thoughts or input the Board may have on this matter. I should have additional information to bring back to the Board at the November meeting.
- **Environmental Health**-August 1st law changed to Risk Based Inspections instead of the previous mandated 4 inspections a year on restaurants. John Hendren provided a brief explanation of why the inspections requirements had changed.

Well Program

Darren Cecil stated the well program started September 1st and they had received fifteen applications of which half were well abandonment and half were new wells.

Computer Program

Darren stated that Environmental Health is in negotiations with the software vendor for the well software program. There are issues about payment that need to be resolved before the contract can be signed. This new program would be tied into the same program as the septic tank program, and building permits.

- **WIC program**- This past summer vouchers were given to clients to use at the farmer's markets to buy fresh vegetables and fruits from local farmers. This program appears to have worked out very well.
- **Flu Vaccine**-The department has received vaccine

- **Billing Program**-Inge Leonard, management support supervisor has received approximately \$10,000 from clients since the billing program was started. This is a pleasant surprise for something we didn't budget for and have never done before.
- **Strategic Planning**-Our strategic plan was reviewed by the Health Alliance and will be reviewed by the management team on a quarterly basis.
- **Planning Committee**- Have discussed with Commissioner Truell about being appointed to serve on a planning committee to represent the Board on increasing access to primary care in the county. Sandy Motley is chairing the committee. Ben Ross from Davidson Vision is working on the committee as well.

MOTION

Reverend Lamar Moore made the motion to appoint Commissioner Truell to represent the Board on the committee to address access to care for the uninsured. Keith Raulston seconded and motion was approved.

- **Focus Group**-Jen has met with the focus group created for minority outreach.

Jen stated that the African/American focus group was created about three weeks ago. The group was asked for suggestions on how to better reach the minority community in order to give flu vaccines and what barriers might be encountered. Ms. Hames stated that another group was created for the Hispanic community. There were about eight or nine attending both meetings with some of the same questions asked. The feedback from these two groups will be taken back to the marketing committee to develop a plan for increasing participation of African-American and Hispanics in our flu clinics.

- **County of Need for Rural Health**-Have had additional discussions with the Office of Rural Health. Mr. Long expressed his dissatisfaction with the progress and information being received from Rural Health to this point. Mr. Long stated that a meeting is scheduled this afternoon regarding the expansion of the dental clinic and how we will recruit a dentist. The "County of Need" designation could be a significant issue and we need answers.

OLD BUSINESS

None

NEW BUSINESS

Policy on Policies

Barbara Jones informed the Board this policy describes how we develop our policies. Ms. Jones stated that we are working to get all of our policies into electronic format and plan to have this completely accomplished by June of 2008. Ms. Jones called the Board's attention to 4.3 which states that the adoption of new policies or revisions to existing policies shall supersede any previously adopted policies or portions thereof addressing the same subject matter. Ms. Jones said in working on accreditation we have found some very old policies which are outdated. Ms. Jones stated that some policies required approval by the Board, others by the health director and others by division directors. Ms. Jones stated that 4.3 will prevent having to bring old outdated policies back to the Board for repeal as new policies are developed or old policies revised.

Accreditation

Ms. Jones gave an updated report that the accreditation process was coming along very well with today being our day to have all of our documentation together. Ms. Jones also said that we have to get everything compiled and in to the State by October 28th. *Mr. Long said it had been a lot of hard work but there had been positive things coming out of getting ready for accreditation such as clarifying our operational procedures and that we now have policies on everything. Mr. Long stated that we were going to come through it with shining colors because of Ms. Jones staying on top of everything and doing a really good job of it.*

Public Comment

Mr. Long explained that the Board did not have a policy for public comment and that he had drafted a policy consistent with the Commissioner's policy of three minute per speaker times. The draft policy provides for a maximum of ten speakers but give the chair the authority to expand these limitations. Mr. Long stated that Boards do occasionally have controversial issues where you can get a large crowd and this policy would assist if it should occur. Mr. Long stated that any written public comments would be summarized and then brought to the Board.

MOTION

Commissioner Truell made the motion to adopt the Public Comment Policy. Dr. Riggan seconded and the motion was approved.

State of the County

Jen Hames explained that about two years ago we did the Community Health Assessment that we do every four years and then share the information collected with the Board. Ms. Hames stated that during the years in between we do a State of the County report to look at what changes occurred from year to year. Ms. Hames informed the Board what she did was look at some of the key statistics we had for the County. These key statistics were shared with the Board.

Ms. Hames explained that the Winston Salem Journal had called and wanted to know why we had such high SID rates in our County compared to other counties in the state and wanted to know what we were doing to address the problem. Ms. Hames stated we do a lot of education with physicians, hospitals, and daycare providers encouraging not sleeping with your child in the bed especially for nursing mothers and not putting the child on their tummies to sleep.

Customer Service Report

Ms. Jones reported that the health department started the customer service process back in July of 2006 with satisfaction surveys dispensed to all customers receiving services during the months of July and August. Surveys were dispersed again to all customers during one week in December, 2006 and one week in June, 2007 resulting in 1637 survey responses. Responses were overwhelmingly positive in general, especially for staff's customer service skills. Ms. Jones stated individual staff were recognized at the Employee Appreciation Luncheon and were presented with a "Caught in the Act" certificate. Ms. Jones stated that there were significant opportunities for improvement identified by the comments or complaints on the surveys that resulted in quality improvement activities implemented or planned for future consideration.

Workforce Development Policy

Ms. Jones presented the workforce development policy that promotes staff development through recruitment, credentialing, and retention of qualified staff reflecting the linguistic and cultural diversity of the population within the County and through performance evaluations, job description reviews, training and continuing education activities.

MOTION

Rev. Lamar Moore made the motion to accept the Workforce Development Policy as presented. Ms. Alice Gray seconded and the motion was approved.

Onsite Wastewater Policy/Repeal

Darren Cecil explained that on August 31, 1991 and March 5, 1996 the Davidson County Board of Health adopted policies and/or directives designed to guide the on-site wastewater program. These issues have since been addressed in other ways and are in direct conflict with current practice in some instances. Therefore, the Environmental Health division is asking for the Board to repeal all references to the On-Site Wastewater Program on the above dates which will allow the current On-Site Wastewater Policy and Procedure to become the guidance.

MOTION

Ms. Gray made the motion to accept the On-Site Wastewater Policy/Repeal as presented. Mr. Raulston seconded and the motion was approved.

Gardasil (HPV vaccine) Policy

Ms. Frank reported that the state does supply HPV but only for individuals up to the age of 18 years. HPV is recommended up to 26 years of age which leaves a gap between 19 and 26. Ms. Frank stated that our staff would like to private purchase the Gardasil to be able to fill that gap as many girls/women may not be able to get the vaccine at a private physician's office. Ms. Frank stated that our purchase price would be \$136.00 per dose with the full series requiring three doses. Ms. Frank reported that this is rather an expensive vaccine and that we are seeking guidance from the Board on what price to offer. Ms. Frank also stated that we do not want to under cut local medical providers but also stated that we don't want the cost to prevent women/females from getting the vaccine. *Dr. Hamrick stated since we are targeting the uninsured we would not really be competing with the physician's offices. Dr. Hamrick recommended setting the price at \$150.00 plus the administration cost. Dr. Davis suggested the possibility of using some of our home health money to help with the cost but to use it on a sliding fee scale. Dr. Davis said the vaccine is cheap compared to the alternative of cervical cancer.* Ms. Frank stated that we would go ahead and order and see what the demand was for the vaccine and maybe by the November meeting we could bring back some data and know if we needed to make a proposal to ask for some of the home health funds for the vaccine.

Dr. Hamrick made the motion to charge \$150.00 plus the administrative fee for each Gardasil shot. Dr. Riggan seconded and the motion was approved.

Health Director's Evaluation

Dr. Davis stated that it was time to evaluate Mr. Long again and did we want to use the same company as we had used in the previous two years.

MOTION

Reverend Moore made the motion to use the same company and same committee to evaluate Mr. Long that we had used the past two years. Ms. Alice Gray seconded and the motion was approved.

Flu Vaccine

Ms. Frank reported that Medicare does not publish their reimbursement rate for flu and pneumonia for the year till the end of September or the first of October. Ms. Frank stated obviously we don't want to give flu vaccine earlier than October so we are really in a quandary every year setting our costs for flu vaccine. We have received 440 doses from one of our manufacturers. Ms. Frank stated the plan right now is to set up a clinic sometime between mid to late October. Ms. Frank explained that last year and the year before the Board had to have a called meeting to set flu and pneumonia vaccine prices. Ms. Frank stated that our cost this year for pneumonia vaccine will be \$25.30 a dose and flu vaccine will be between \$10.70 and \$11.00 per dose. Ms. Frank stated that last year we charged \$35.00 for pneumonia and \$20.00 for our flu vaccine which included the \$8.00 administrative cost. *Mr. Long recommended to the Board that some process be used to*

establish these prices rather than the Board meeting another day just for flu and pneumonia vaccine pricing. Dr. Hamrick asked if the Board could use the vaccine cost or the Medicare reimbursement rates whichever is higher plus the administrative fee. Mr. Long stated the only concern would be that the Medicare rate can be high enough that vaccine might become a little cost prohibitive and we try to keep flu vaccine as reasonable as possible but the suggestion seemed reasonable.

MOTION

Dr. Hamrick made the motion to set fees for flu and pneumonia vaccine based on the cost of the vaccine or the Medicare reimbursement rate, whichever is higher, plus an \$8.00 administration fee to be rounded to the nearest dollar. Commissioner Truell seconded and the motion was approved.

Ms. Gray was curious to whether employees here got a free flu vaccine. Mr. Long responded by saying that was a question to be answered but he hadn't heard yet whether Blue Cross/Blue Shield was going to offer the vaccine but they did last year to all county employees. Ms. Frank said the BCBS came in later last year, quite a bit later and offered the vaccine. Mr. Long stated that the health department went ahead last year and vaccinated our staff since we were going to be giving the vaccine to so many people and felt it was a good idea to go ahead and give it out. Ms. Frank stated that we would delay that decision this year to see if BCBS offered it to the County. *Keith Raulston commented that the State did supply them with a flu shot.*

OTHER

Mr. Long informed the Board that the accreditation site visit team will be here November 7th, 8th and 9th and they will need Board members to interview on Friday, November 9th. Mr. Long stated the interviews will be around forty-five minutes long and a sample of questions will be given to Board members participating.

PUBLIC COMMENT

None

FUTURE BOARD MEETING DATES

Next Board of Health will meet Tuesday, November 6th, 2006 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 September 14th 2007, Board of Health Minutes.

Dr. Mark Davis, Chair