

MINUTES

DAVIDSON COUNTY BOARD OF HEALTH

September 07, 2010
12:30 p.m.

BOARD MEMBERS PRESENT

Mr. Keith Raulston
Rev. Lamar Moore
Commissioner Don Truell
Ms. Alice Gray
Dr. Peter Rogaski
Dr. Mark Hamrick
Dr. Mark Davis
Ms. Kim Smith

STAFF PRESENT

Ms. Kim Frank
Ms. Jackie Frank
Ms. Tonya Tysinger
Jen Hames
Cindy Harris
Barbara Jones

VISITORS PRESENT

Ashley McKeever

WELCOME

Dr. Davis called the meeting to order, established a quorum and welcomed everyone.

Jen Hames introduced Ashley McKeever an Appalachian University student who is finishing her health promotion degree and is interning with Jen this fall.

AGENDA

Dr. Davis stated the next meeting date in the minutes from the last Board of Health meeting was incorrect; the date in the minutes was for the next meeting to be Tuesday, November 2nd. The corrected date was Tuesday, September 7th.

Mr. Long stated there were a lot of policies included in the packet and on the consent agenda asked if there were any of the following policies that needed to be pulled out and discussed: **(1.) Medical Revisions:** 100.1- Policy & Procedure Development, 100.13 - Strategic Plan, 100.14 - Workforce Development, 100.23 - Public Comment, 100.64 - Medical Records **(2) Review Only (no proposed revisions)** 100.10 - Tobacco Free, 100.42 - Retention/Purging of Records, 100.46 - Program Eligibility Personal Health/WIC, 100.78 - Visit Verification Notes, 100.79 - Identity Theft Program.

MOTION

Dr. Rogaski made the motion to approve the meeting agenda, consent agenda, policies and the minutes as amended. Keith Raulston seconded and the motion was approved.

HEALTH DIRECTOR'S REPORT

- **Accreditation-** The health department is back on schedule for a visit in 2012. To be in compliance there will be policies and procedural things the Board will have to take action on. We will have to go back three years to make sure we have everything covered. The smoking policy issue might come up again.
- **Environmental Health-** In November John Hendren will probably come to the Board with proposed rules to deal with 501(c3) non-profit food vendors. Some vendors are abusing the law exemption and literally working every festival in every community throughout spring, summer, and fall. Draft rules are being developed with the assistant County attorney for the Board to consider. The State is actually looking at the very same issue and trying to figure out what to do with vendors abusing the exemption.

- **Medicaid Cost Settlement Process-** A recent change in the process will have a major impact on the cost settlement funds we receive. Under the new process Medicaid cost settlements will be calculated for and settled against each individual health department rather than on the statewide average as done in the past. The Division of Public Health provided a preliminary view of what it might look like and some counties were big winners others lost. Based on this information it appears that Davidson County can expect significant losses in cost settlement.
- **Division of Environmental Health and the Division of Public Health-** Study going on between these two divisions. The Secretaries of both DHHS and DENR are looking at potential merger of the divisions. Darren Cecil is on the committee looking at this issue.
- **2010 Mass Rabies Exposure Awards-** There is a Communicable Disease conference held each year and the health department received several Best Practice In Community Partnerships Awards as a result of how we handled the large rabies exposures that occurred with the group of students from a local church.
- **Accreditation-** I have signed up to be an accreditation site visitor as I thought it might help the health department in understanding the requirements for our own accreditation. If any Board members are interested in being a site visitor it pays a \$1000.00 for three days.
- **End of Fiscal Year Report-** Not ready but will have the report in November. We are still waiting for final numbers from County finance.
- **WIC-** Remodeling is going on as we speak with contractors putting the carpet down. It looks very nice and is child friendly.
- **CAP-C Reductions-** CAP-C a community alternative program for children has a reduction of Medicaid reimbursement which will be a reduction of .82 cents for every 15 minute unit and the number of units will be limited.
- **FQHC Process (Federally Qualified Health Center)-** I spoke to Steve Shultz from Lexington Memorial Hospital right before the meeting today regarding LMH's role in this partnership. I believe the process is moving forward and the application is going to be submitted. There will be a meeting tomorrow between the hospitals and the County. The Board of Health will need to take this project up as well since the home health agency interest funds would have to be used. The Board of Health will need to be called to a special meeting to decide if the home health funds are going to be used to support the FQHC application.
- **ECU Dental School Progress-** I spoke to Dr. Rittling at DCCC and they have met with the architects and ECU and are working out the DOT issues. *Commissioner Truell asked if this site had been selected (by ECU). Mr. Long stated ECU doesn't want to say anything for certain until land is acquired, finalized, and papers signed because they don't want a public announcement error. Dr. Rogaski wanted to know when the dental students started. Dr. Davis replied the fall of 2011.*
- **Shortage of Management Support Staff-** We have staff out for various types of surgery, and other health related problems. At the dental clinic, our two key people (dental assistant and office person) have been out for a long period of time. We are bringing in staff from staffing agencies and using lapse salary to cover the costs.
- **PHTIN-** A meeting notice was sent out to the Board about a teleconference on meaningful use criteria and health care reform. The presentation will take place in the health education room following the Board's meeting if any member wants to attend.

- **Media-** I had discussed with Dr. Davis the question on whether we should be sending the Board of Health meeting announcements directly to the local news media. We already meet the legal requirements of the law by posting the agenda on the web and at the Clerk's office. We will find out if we need to go a step further for accreditation standards on media notification.

OLD BUSINESS

HIS

Mr. Long stated that he had asked Tonya Tysinger our HIS administrator to be at the meeting to answer any questions the Board might have on HIS. Mr. Long stated that the department had seen some improvement in the speed of the system but this had not fixed all of the problems and that we were still a month behind on entering encounter forms. Joel, County IT Director worked through some issues locally to get more speed and Karen Tomzak, the Director of Information Resource Management, sent one of her staff down to spend two days looking at our processes and the functioning of the system. Mr. Long said at the Board's direction he followed up with a private software vendor that we had looked at three years ago and the vendor is supposed to have a revised quote by today. Mr. Long said the price would go down some but the old quote for full functionality of an electronic medical record was about \$239,000 dollars then. Mr. Long said if it would make us more efficient down the road, it might make sense to purchase a private software solution especially with the still significant reservations on HIS functioning as it should in a timely manner. Mr. Long said he was participating on a committee with Karen Tomzak, Division of Public Health representatives, and others looking alternatives for reaching meaningful use with the HIS system. Mr. Long stated that he would discuss the HIS issue further at the Board meeting in November and possible recommendations on purchasing a system. Mr. Long said some of the cost settlement money could possibly be used for such a purchase.

NEW BUSINESS

Communicable Disease Report-Jen Hames

Jen Hames stated that every year the EPI team tracts the communicable diseases and looks at what has changed from one year to another. Ms. Hames handed out a Communicable Disease Report for 2009 to the Board and did a brief summary of changes compared to 2008 which included the atypical incidents, trends, public health enforcement actions and communicable disease control measures. Ms. Hames stated that she was a bit behind because of all the data she had to enter and calendar year 2010 was almost over and the report will be due again.

Health Director's Evaluation & Job Description

Mr. Long stated the health director's job description was in the Board's packet and that for accreditation requirements the Board needed to review for any revisions/changes to his job duties and would need the Board's approval. Mr. Long said the evaluation committee has been set up with the following Board members: Dr. Mark Davis, Mr. Corey Buggs, Commissioner Don Truell and Dr. Peter Rogaski who will head the committee.

MOTION

Dr. Peter Rogaski made the motion to approve the job description and to use the same process and committee to evaluate Mr. Long's job performance. Keith Raulston seconded and the motion was approved.

NACCHO Obesity Grant-Jen Hames

Ms. Hames stated back in May of this year that she had applied for an obesity grant under the National Association of County and City Health Officials to address obesity. We are one of the five counties that were funded nationally. Mr. Long and I had our training this past July in Nashville and now we are looking at development of policies with community involvement to address healthy eating and physical activity. We had our first planning committee meeting last week with school personnel, Cooperative Extension, the Planning department, and Recreation department to put new obesity program in place. Ms. Hames stated this is going to be a new program

under the health department and needs to be officially endorsed or accepted by the Board of Health to meet accreditation. *Dr. Rogaski asked how much the grant was for.* Jen responded and said that in the first year we get zero and the second year we get \$7,000.00. Ms. Hames stated that even though it is not much money, this grant will help put us in a much better position to apply for other grants. Ms. Hames said that there was a wonderful opportunity this past fall to apply for a grant but we didn't have this committee and policies already established and weren't in the position to get that grant.

MOTION

Reverend Lamar Moore made the motion to endorse the new program and Alice Gray seconded and the motion was approved.

Bad Debt Write Off

Mr. Long stated that we didn't have the report because we couldn't get the figures out of HIS and that he would have to bring this information to the Board at a later date.

State Nurse Funding Initiative – New School Nurse Position

Mr. Long stated he had mentioned to the Board at a previous meeting that we did get a ¾ school nurse position funded by the State at \$39,000. Mr. Long stated that he had talked to Rick Kriesky, Superintendent of the Lexington City School System, and Mr. Kriesky has committed in writing to pay the additional funds needed to make the position fully benefited. Mr. Long stated he needed approval from the Board to accept the position and the funding which would then go on the Commissioner's agenda to receive the funding.

MOTION

Alice Gray made the motion to accept the new school nurse position and the additional funds from Lexington City Schools. Rev. Lamar Moore seconded and the motion was approved.

Mr. Long said that he had sent an MOA to the three school systems regarding the continuing funding needs of the school nurses. Lexington and Thomasville systems had signed that they would commit to fund those positions and cover the balance. Davidson County Schools had not signed the MOA but did send a check for the full amount needed to cover the two nurses for this fiscal year.

Community Health Assessment Action Plan Recommendation – Jen Hames

Ms. Hames presented an overview of the Community Health Assessment which is required every 4 years. She explained to the Board that the assessment is a combination statistical review and community and stakeholder input. She stated that a survey was done in December of 2009 and extended into January 2010 which resulted in 781 completed surveys. Ms. Hames also stated that 32 stakeholders were interviewed as well. Ms. Hames stated that the department's strategic planning priorities were linked to the results of the Community Health Assessment. The Community Health Assessment Action Plan and the strategic plan took a big look at obesity and how to address this growing problem. She stated that obesity will also be addressed through policies developed through our obesity grant.

MOTION

Commissioner Truell made the motion to accept the Community Action Plan as presented. Reverend Moore seconded and the motion was approved.

Varner Building

Mr. Long said he forgot to mention this in his report but the Varner Building sale is proceeding and that the County had got an engineer to help assist with the redesign of the clinic space here in Lexington. He said that it

looked like we are going to have 90 to 120 days to move out of Thomasville but would go back to Thomasville soon as the decisions are made on a new facility there.

Non-VFC Immunizations Payment & Fees Policies –Layton Long & Kim Frank

Mr. Long stated the Board should have received a memo included in the packet on the immunization changes the State had implemented as a result of budgetary cut backs. North Carolina was one of 13 states that had a universal vaccination program which paid for all children's vaccinations. Now, North Carolina like most states will be eliminating this program and we are hoping that we won't see the immunizations decline as a result. Mr. Long stated the expense of purchasing these vaccines had not been included in the budget and he needed guidance from the Board on handling this issue. He stated that the questions at this point are listed in the memo provided to the Board.

Ms. Frank said she had talked to both pediatric practices and they had indicated that they would private purchase vaccine for now. She said these practices would continue to vaccinate children and try to work with parents as far as letting them make payments. Ms. Frank stated that the State did provide some transitional funding to carry providers through this year but these are one time funds and that once gone the health department would need to privately purchase several different vaccines. She stated that in the past the Board has given guidance to set our vaccine fee to the nearest dollar from the purchase price and then add an administration fee. Ms. Frank said she had created a list of vaccines and prices which was included in the Board packet which shows the costs that parents will now have to pay for private purchase vaccine. Ms. Frank stated that her staff needed direction on how to charge parents. *Mr. Long said if the private practices realize that they can't absorb the additional cost any longer, then they will send the children to us. He stated that this has been our concern all along and how to respond to the budget impact that it could have and setting a payment policy. Rev. Moore wanted to know if there was a proposal for the Board.* Mr. Long stated that the question before the Board was whether to have a payment plan for cash up front for vaccine or do we set vaccines up on a payment plan.

MOTION

Dr. Hamrick made the motion for the health department to provide a payment plan for required children's vaccines and once they begin their series, even if they stop paying, be allowed to continue their required immunizations and cash up front for all recommended vaccines. Alice Gray seconded and the motion was approved.

PUBLIC COMMENT

None

FUTURE BOARD MEETING DATES

Next Board of Health will meet Tuesday, November 2, 2010 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 September 7th Board of Health Minutes.

Dr. Mark Davis, Chair