

MINUTES OF THE MEETING
OF
THE BOARD OF HEALTH
FOR
THE COUNTY OF LEE, STATE OF NORTH CAROLINA

February 15, 2017

The regular meeting of the Board of Health for the County of Lee, State of North Carolina, convened at 7:05 p.m. in the County Commissioners Meeting Room, 106 Hillcrest Drive, Sanford, North Carolina. Members present were: Mrs. Charity Dodson, Mrs. Mary Hawley-Oates, Pastor Alice Hooker, Dr. Andre Knecht, Dr. Alex Martin and Mrs. Martha Underwood. Mr. Heath Cain, Health Director, was present as Board Secretary.

Members absent were: Dr. William Hall, Mr. Jay Riley, Jr., Dr. Diane Schaller, Mrs. Nilla Sloop and Dr. Teresa Wooddell.

In the absence of Dr. Schaller, Chairperson and Mrs. Sloop, Vice-Chairperson, Mrs. Martha Underwood was voted in as Chairperson.

Approval of the Agenda:

Mrs. Hawley-Oates moved to approve the agenda as written. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Martin and Underwood
Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

Mrs. Hawley-Oates moved to approve the January 18, 2017 Board minutes as written. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Martin and Underwood
Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

Two Nursing students from Fayetteville State University attended the meeting as part of their curriculum.

The Board considered **Action Items – Mr. Heath Cain, Health Director –**

- **Additional Federal Revenue for WIC-Client Services in the amount of \$3,802 -**
This Agreement Addendum Revision #1 is additional funding which enables the local Health Department to further enhance their ability to continue with the objective of the Supplemental Nutrition Program for Women, Infants and Children (WIC). This program provides supplemental nutritious foods, nutrition education and referrals to health care for low-income persons during critical periods of growth and development. Mr. Cain responded to questions as appropriate. Dr. Martin moved to accept the additional federal revenue for WIC in the amount of \$3,802 as presented. Pastor seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Martin and Underwood

Nay: None

The chairperson ruled the motion was adopted unanimously.

- **Additional State Revenue for General Administration - \$20,000** – this Agreement Addendum provides additional funding to a local health department that has not yet transitioned to an electronic health record (EHR) pending implementation of the EHR component in the state's Health Information System (HIS) by July 1, 2015. These funds have to be spent by May 31, 2017. Mrs. Hawley-Oates moved to accept the additional State Revenue for General Administration in the amount of \$20,000 as presented. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Martin and Underwood

Nay: None

The chairperson ruled the motion was adopted unanimously.

- **Walmart Community Grant - \$500** - the health promotion staff applied for Walmart Community Grant funds to implement Faithful Families Eating Smart and Moving More program. The Health Department was awarded \$500. The funds would be used to cover the costs associated with implementing this curriculum including food costs, cooking tools and incentives for participants. Dr. Martin moved to accept the Walmart Community Grant in the amount of \$500 as presented. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Martin and Underwood

Nay: None

The chairperson ruled the motion was adopted unanimously.

- **Affordable Care Act (ACA)** – Mr. Cain stated he and Dr. Schaller worked on this letter a couple of weeks ago. The Board of Health wants to ensure our legislative leaders are aware of the full impact repealing the ACA, without a clear plan to replace the legislation, would have on the residents of Lee County. If the Prevention and Public Health funds are not reallocated to another program, this funding source could be eliminated and public health at the State and local level would be negatively impacted. Discussion followed. Mr. Cain stated that once this letter was approved, it would be sent out to our state legislators. Recommendation was to send this letter to the Board of County Commissioners for review so they would know what is going on. This letter can be put on their March 6, 2017 agenda and brought back to the Board of Health on March 15, 2017. Dr. Knecht moved to send this letter to BOC as structured for review; and not send out to the legislators until then. Dr. Martin seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Martin and Underwood

Nay: None

The chairperson ruled the motion was adopted unanimously.

- **Physician's Solution Contract** - the health department must provide clinical services to the community. This service will be provided by Physician's Solution while our Nurse Practitioner is out on Family Medical Leave (FMLA). Services will begin approximately March 20, 2017 so the provider can become acclimated to our services; and last for a maximum of 14 weeks. This person would work Monday-Thursday- 9am-5pm. No budget impact to our existing budget. Services will be funded by the one-time funding (\$27,625.88) we received from the State. Mr. Cain also stated that we received a check yesterday of \$119,000 from our 2015 Medicaid Cost Settlement. The amended contract was presented to the Board at the meeting with an expiration date of December 31, 2017. All contracts with the county must have a one year expiration date. Mrs. Hawley-Oates moved to accept the amended Physician's Solution Contract

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as presented. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Martin and Underwood

Nay: None

The chairperson ruled the motion was adopted unanimously.

The Board heard **New Information – Mr. Heath Cain, Health Director -**

- **Consolidated Human Services Agencies (CHA's)** – this is a request by the Board of Health to receive more information pertaining to the meeting held by the Board of County Commissioners January 26, 2017. Dr. Knecht mentioned this idea was discussed again at their retreat and no dynamics were discussed. The county is settling another law suit and feels that if they have to pay every time a law suit comes up, they are not in favor of this. As it is now, when staff has problems and it is not being handled correctly, the county at this point in time cannot do anything about it. The consolidation would not change any positions or salaries, but it would provide a model in which all employees would fall under the county where as some are now under the state. This is now just for information only. Discussion followed.
- **Resources requested for the Fiscal Year 17-18 Budget** – We are in the process of submitting our budget request to the county manager and assistant county manager by March 7, 2017. Mr. Cain presented a little more in detail about these items. Below is a list of possible resources the Health Department programs are requesting for Fiscal Year 17-18 as follows:

WIC: The resources listed below are 100% WIC Federal Funds. No county match requested. Two computers with monitors @ \$1,154 each = \$2,308

General Administration: Survey Monkey Annual Subscription = \$240. Transfer contracted Interpreter position to a temporary County position and increase current working hours from 616 (9 hours per week) annually to 1,040 (20 hours per week) annually. The additional increase to the county = \$3,631 (including fringe and benefits).

Environmental Health: Replacement Vehicle - Ford 150 Standard Cab = \$21,473; **GPS Receiver – \$3,020.** This device will provide greater accuracy for collection of GPS coordinates in the field and pinpoint the location of private wells and septic systems. It will aid in developing site plans especially on larger properties. It also has the capability to pinpoint existing septic systems and private wells so in the future having these coordinates will minimize the time it takes to complete reevaluations and/or septic system repairs through the use of soil probes.

Animal Services: Replacement Truck - Ford 150 Standard Cab = \$21,473

Budget impact – possible additional county revenue in the amount of \$46,817. Discussion followed on whether or not we qualified for the Meaningful Use policy. Mrs. Thompson stated we applied before and do not qualify because we do not bill 33% Medicaid. We also do not bill for Medicare. Dr. Martin asked her to check into the Medicare Access and Chip Reauthorization Act (MACRA) and the Merit- Based Incentive Payment System (MIPS) which are other avenues for receiving money.

- **Review of Board of Health Notebooks** – An update of information is required by accreditation to be given to the Board of Health and entered into each Board of Health member's notebook. Board members were asked to remove the old information and replace it with the new information that was provided.
- **Lee County Health Department Activity and Management Summaries** – the Board reviewed the LCPH Activities for the month of January 2017. Mr. Cain mentioned that our clinical no-show rates have decreased from 60% in November 2016, 29% in December 2016 to 16% in January 2017. He is attributing

this to calling our scheduled appointments the day before their appointment as a reminder. Vital records numbers for births will be revised in next month's numbers. The LCPH Management Summary showed January 58% was expected. We collected 62% of our revenue and expended 58% of our budget.

With no further business, Dr. Knecht moved the meeting adjourned at 7:50pm. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Martin and Underwood
Nay: None

The chairperson ruled the motion was adopted unanimously.

Martha Underwood
Mrs. Martha Underwood, Chairperson

ATTEST


William Cain, REHS, MPA, Health Director