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

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March 15, 2017

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The regular meeting of the Board of Health for the County of Lee, State of North Carolina, convened at 7:00 p.m. in the County Commissioners Meeting Room, 106 Hillcrest Drive, Sanford, North Carolina. Members present were: Mrs. Charity Dodson, Dr. William Hall, Mrs. Mary Hawley-Oates, Dr. Andre Knecht, Dr. Diane Schaller, Mrs. Nilla Sloop, Mrs. Martha Underwood and Dr. Teresa Wooddell (7:17 PM). Mr. Heath Cain, Health Director, was present as Board Secretary.

Members absent were: Pastor Alice Hooker, Dr. Alex Martin and Mr. Jay Riley, Jr.

Approval of the Agenda:

Mrs. Nilla Sloop moved to approve the agenda as written. Mrs. Martha Underwood seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Knecht, Sloop, Schaller and Underwood
Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

Mrs. Dodson moved to approve the February 15, 2017 Board minutes as written. Mrs. Hawley-Oats seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Knecht, Sloop, Schaller and Underwood
Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

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

- **Approved Medicaid Cost Settlement Revenue from FY 14-15 - $119,003**
  This is a request for the Board of Health to approve the Medicaid Cost Settlement Revenue from FY 14-15 in the amount of $119,003. The revenue will be budgeted into this fiscal year to purchase needed resources for the clinic, to make up for any shortfall in the Medicaid earnings budgeted this fiscal year and the remaining revenue will be deposited into the Health Department Escrow Account for future necessary purchases. Mr. Cain responded to questions as appropriate. Dr. Hall moved to accept the approved Medicaid Cost Settlement Revenue in the amount of $119,003 as presented. Mrs. Sloop seconded the motion and upon a vote, the results were as follows:

  Aye: Dodson, Hall, Hawley-Oates, Knecht, Sloop, Schaller and Underwood
  Nay: None

  The chairperson ruled the motion was adopted unanimously.

- **Amended Physician's Solution Contract** – this amended contract between the Lee County Health Department and Physician's Solutions was to provide clinical services to the health department in from March 1 thru March 8, 2017. Due to unforeseen circumstances, a majority of the Board of Health approved the amended contract via email to ensure clinical services were provided. Physician's Solution began March 1, 2017. Mrs. Hawley-Oates moved to accept the amended Physician's Solution contract. Mrs. Underwood seconded the motion and upon a vote, the results were as follows:

  Aye: Dodson, Hall, Hawley-Oates, Knecht, Sloop, Schaller and Underwood
  Nay: None

  The chairperson ruled the motion was adopted unanimously.

- **Approve FY 17-18 State Consolidated Agreement** – this is a request for the Board of Health to approve the FY 17-18 State Consolidated Agreement between the North Carolina Department of Health and Human Services, Division of Public Health ("State") and the Lee County Health Department ("Department") for maintaining and promoting the advancement of public health in North Carolina. The State Contracts Office must receive the signed Consolidated Agreement in order for the county to be reimbursed. Mrs. Dodson moved to accept the FY 17-18 State Consolidated Agreement as presented. Mrs. Underwood seconded the motion and upon a vote, the results were as follows:

  Aye: Dodson, Hall, Hawley-Oates, Knecht, Sloop, Schaller and Underwood
  Nay: None

  The chairperson ruled the motion was adopted unanimously.

- **Affordable Care Act (ACA) Funding Letter**– this is a request to the Board of Health to approve the attached ACA Funding Letter to mail to the legislators who represent Lee County to ensure our legislative leaders are fully aware of the impact repealing the ACA would cause. Dr. Hall moved to mail this letter to the legislators who represent Lee County. Mrs. Hawley-Oats seconded the motion and upon a vote, the results were as follows:

  Aye: Dodson, Hall, Hawley-Oates, Knecht, Sloop, Schaller and Underwood
  Nay: None

  The chairperson ruled the motion was adopted unanimously.

- **Approval of the LCHD FY 17-18 Proposed Budget** – this is a request for the Board of Health to approve the Fiscal Year 17-18 Proposed Budget for the Lee County Health Department.
  There is a potential increase in County Appropriations of $134,420 due to possible vehicle purchases (2), COLA, Longevity, Retirement and a 20 hour per week part-time interpreter position. Mrs. Hawley-Oates moved to accept the Lee County Health Department's FY 17-18 Proposed Budget. Mrs. Sloop seconded the motion and upon a vote, the results were as follows:

  Aye: Dodson, Hall, Hawley-Oates, Sloop, Schaller and Underwood
  Nay: None
  Abstained: Knecht

  The chairperson ruled the motion passed.

- **2016 Communicable Disease Trends** – Pam Ridenhour, RN-Nursing Supervisor
  The trend is up over last year around the nation. Lee County has seen gonorrhea and chlamydia up by 30% and 69% respectively. HIV cases more than doubled (11) while syphilis is at 6 cases. Risky behavior is more common now with an increase of male on male sex.

- **Board of Health Annual Accreditation Policy Review** - this is a request for the Board of Health to review/approve the Annual Accreditation policies.
  1) Lee County Board of Health Procedures for ongoing evaluation of the need for the adoption of an amendment to local rules or ordinances.
  2) Delegation of duties of the Health Director.
  3) Participation in Community Health Improvement.
  4) Policy on Policies
  5) Lee County Health Department Appeal Procedure and Adjudication Policy

  Mrs. Hawley-Oates moved to approve the annual Board Accreditation policies. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

  Aye: Dodson, Hall, Hawley-Oates, Knecht, Sloop, Schaller and Underwood and Wooddell
  Nay: None

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

- **Open House** – National Public Health Week is April 3-9, 2017. On Friday, April 28, 2017 between 2-4 PM we will be hosting an Open House at the Health Department. There will be an introduction, stations showcasing the services provided and information. There will be refreshments and two tours at 2:00 pm and 3:00 pm through the different stations. Advertising will take place in the way of fliers around the community, radio and social media. This is a first for us and an opportunity for the community to have a better idea of all we do.
- **Vacant Positions** – the Health Department has filled one of four vacant positions. The Foreign Language Interpreter II position was filled internally. Yesenia Beltran has accepted the position of WIC Processing Assistant III and is scheduled to start on March 28, 2017. Shonda Goldston has accepted the position of Nurse II and is scheduled to start on April 18, 2017. Interviews for the Health Educator Specialist position were held on March 10th and March 13th. We have selected a person for the Health Educator Specialist position. We are waiting for the state while they verify their credentials.

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

Lee County Health Department Activity and Management Summaries – the Board reviewed the LCPH Activities for the month of February 2017. Mrs. Wooddell asked if Hepatitis C cases in Lee County are increasing. Mrs. Ridenhour stated that the Hepatitis C cases are not reportable unless it is an acute case. The numbers are climbing due to risky behavior but can't give specific cases because only acute cases are reported and Lee County has not had any acute cases. If people get diagnosed with Hepatitis C they will call us due to high cost of being treated elsewhere and we just can't assist with that. Commercials recommend that Baby Boomer Generation be tested. Due to the high cost of testing we educate and recommend they be tested but can't offer testing at this time.

With no further business, Mrs. Sloop moved the meeting adjourned at 7:33pm. Dr. Knecht seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Knecht, Sloop, Schaller and Underwood and Wooddell
Nay: None

The chairperson ruled the motion was adopted unanimously.

Dr. Diane Schaller, Chairperson

ATTEST

William Cain, REHS, MPA, Health Director