

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

May 17, 2017

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. Alex Martin, Dr. Diane Schaller, Mrs. Nilla Sloop, Mrs. Martha Underwood and Dr. Teresa Wooddell. Mr. Heath Cain, Health Director, was present as Board Secretary.

Members absent were: Pastor Alice Hooker and Mr. John Riley, Jr.,

Approval of the Agenda:

Dr. Martin moved to approve the agenda as written. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Knecht, Martin, Schaller, Sloop, Underwood and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

There was one correction made to the April 19, 2017 meeting minutes on page 2. This correction was to remove the name of Mrs. Sloop after Mr. Riley in the first paragraph. Mrs. Hawley-Oates moved to approve the minutes as amended. Mrs. Underwood seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Knecht, Martin, Schaller, Sloop, Underwood and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

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

- **Approve Carolina Women’s Health Center Midwives Contract – \$28,600** - This is a request for the Board of Health to review/approve the contract between Carolina Women’s Health Center and the Lee County Health Department. Carolina Women’s Health Center provides Certified Nurse Midwives for clinical services that include physical examinations for low risk pregnant and post-partum women. Dr. Martin moved to accept the maternity service contract between Carolina Women’s Health Center and Lee County Health Department in the amount of \$28,600 as presented. Mrs. Dodson second the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Martin, Schaller, Sloop, Underwood and Wooddell

Nay: None

Abstained: Dr. Knecht

The chairperson ruled the motion passed.

- **Lee County Schools for the School Nurse Funding Initiative – \$150,000** - This is a request for the Board of Health to review and approve the Memorandum of Agreement between Lee County Schools and the Lee County Health Department for fiscal year 2017-2018. Mrs. Underwood moved to approve the Memorandum of Agreement between Lee County Schools and the Lee County Health Department in the amount of \$150,000 as presented. Dr. Martin seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Knecht, Martin, Schaller, Sloop, Underwood and Wooddell

Nay: None

Abstained: Mrs. Hawley-Oates

The chairperson ruled the motion passed.

- **Proposed Environmental Health Fee Modifications** – The modification in Environmental Health fees is due to the direct costs to the county to provide the services. A proposed Environmental Health Fee Modifications schedule for 2017-2018 was included in the Board packet. These modifications have been developed using the cost analysis spreadsheet created in 2014-2015. The modifications will create a projected increase of \$1,340 to the Environmental Health Program. Mr. Williams presented additional information on the proposed fee increases and projected revenues. Discussion followed. Mr. Williams and Mr. Cain responded to questions as appropriate. Mrs. Sloop moved to approve the proposed Environmental Health Fee Modifications as presented. Mrs. Underwood seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Mrs. Hawley-Oates, Martin, Schaller, Sloop, Underwood and Wooddell

Nay: None

Abstained: Dr. Knecht

The chairperson ruled the motion passed.

- **Lee Primary Care Proposed Fee Schedule** - the fee increase for the primary care office visit is due to direct costs to the county to provide the service. There has not been a fee increase since 2006. We are asking to increase our Primary Care office visit from \$45-\$50. We project a revenue increase of \$3,000. The average cost to provide primary care services totals \$101.61. Discussion followed on the charge for an office visit with surrounding private practices. Information was presented on restricting services to just clients that live within Lee County. Resources are available for other clients in the county for which they live. County dollars subsidize our Primary Care program. Following discussion, the Board would like to see (1) if we can change our policy to say for Lee County residents only; (2) put together a sliding fee scale that ranges from \$50 to \$100 based on the client's income not to slide below \$50. This information should be brought back to the Board in the June 2017 meeting. Mrs. Underwood moved to have a sliding scale fee for our Primary Care Clinic with a minimum of \$50 and the maximum to be determined at a later time. Dr. Hall seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Mrs. Hawley-Oates, Martin, Schaller, Sloop, Underwood and Wooddell

Nay: None

Abstained: Dr. Knecht

The chairperson ruled the motion passed.

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- The Board heard **New Information - Mr. Heath Cain, Health Director - Draft Animal Service Ordinance** - the proposed Animal Services Ordinance modifications will be presented in a public meeting on May 23, 2017 at the McSwain Extension Center from 6 to 8 pm. The meeting is being held to get feedback on the proposed modifications. Mr. Cain referenced the proposed modifications included in the Board packet. He stated the Animal Services Sub-committee is on board with all of the modifications. Also included in the packet was a draft of the Lee County Animal Control Ordinance. Discussion followed. Mr. Cain answered questions as appropriate.

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 April 2017. Reference was made to the April front desk check-in numbers being low. This was due to our temporary nurse practitioner being away on vacation the first week in April. Her last day with us is tomorrow. Reference was also made to the increase in Environmental Health services onsite applications. Mr. Cain mentioned the increase in the percent of animals being adopted versus euthanized. He explained why he intentionally left blank the percentages of number of lot applications, repair apps and re-evaluations in the Environmental Health summaries. The question was asked about the low number of births for the month of January. Mr. Cain stated we will check into this and correct it, if need, by the next Board meeting. The LCPH Management Summary showed April 83% was expected. We collected 86% of our revenue and expended 76% of our budget.

Executive Session-

- **Personnel issue – G.S. 143 – 318.11 (6)**

Dr. Knecht made a motion to go into executive session to discuss a personnel issue. Ms. Mary Hawley - Oates second the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Knecht, Martin, Schaller, Sloop, Underwood and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

The meeting ended at 7:45 pm.



Dr. Diane Schaller, Chairperson

ATTEST



William Cain, REHS, MPA, Health Director