

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

May 16, 2018

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: Dr. William Hall, Mrs. Mary Hawley-Oates, Dr. Andre Knecht, Dr. Nathaniel Martin, Mr. John Riley, Jr., Dr. Diane Schaller and Mrs. Nilla Sloop. Mr. Heath Cain, Health Director was present as Board Secretary.

Members absent were: Mrs. Charity Dodson, Mr. Glenn Gunter, II, Pastor Alice Hooker and Dr. Teresa Wooddell

Dr. Diane Schaller, Chairperson, presided and the following business was transacted:

Approval of the Agenda:

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

Mrs. Hawley-Oates moved to approve the April 18, 2018 Board minutes as written. Mrs. Sloop seconded the motion and upon a vote, the results were as follows:

Aye: Hall, Hawley-Oates, Knecht, Martin, Riley, Schaller and Sloop.
Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

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

- **Carolina Women’s Health Center & Lee County Health Department Contract for FY 18-19 -** The Carolina Women health center provides certified nurse midwives for clinical services that include physical examinations for low risk pregnant and postpartum women. The funds of \$31,200 are budgeted in the FY 18-19 budget. Mr. Cain stated this information was presented to the board earlier but there were a few changes. Mrs. Hawley-Oates moved to approve the Carolina Women’s Health Center & Lee County Health Department Contract for FY 18-19 as presented. Dr. Hall seconded the motion and upon a vote, the results were as follows:

Aye: Hall, Hawley-Oates, Martin, Riley, Schaller and Sloop
Nay: None
Abstained: Dr. Knecht

The chairperson ruled the motion passed.

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- **Additional Federal Revenue for WIC's Breast Feeding FY 18 – 19 Budget** - the purpose of the Breast Feeding Peer Counselor is to increase breast feeding initiation and duration among women enrolled in the health department's WIC Program through mother-to-mother peer breast feeding support. These are extra funds from the state that will help pay for the salary of our Breast Feeding Peer Counselor. This is a request to approve \$16,165.40 for the FY 18-19 Breast Feeding Budget. No county match. Dr. Hall moved to approve accepting the additional amount of \$16,165 for the WIC – 415 Breast Feeding Peer Counselor Program as presented. Mr. Riley seconded the motion and upon a vote, the results were as follows:

Aye: Hall, Hawley-Oates, Martin, Riley, Schaller and Sloop

Nay: None

Abstained: Dr. Knecht

The chairperson ruled the motion passed.

- **Request to use Medicaid Cost Settlement Funds for Clinic Needs** - the health department previously had three AEDs in the clinic. We are now down to one. The replacement pads have been discontinued for two of the AEDs. We are requesting to purchase a backup AED in case the one we currently have stopped working. Mrs. Sloop moved to approve using the Medicaid Cost Settlement Funds for clinic needs as presented. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

Aye: Hall, Hawley-Oates, Knecht, Martin, Riley, Schaller and Sloop

Nay: None

The chairperson ruled the motion was adopted unanimously.

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

- **Lee County Health Department Activity and Management Summaries** – the board reviewed the April 2018 activity numbers.

The LCPH Monthly Management Summary showed 83% was expected. We collected 81% of our revenue and expended 73% of our budget. We are doing well as we are still under budget as for as expenditures.

The LCPH Monthly Activity Summary: our activity numbers for April has picked of some. This is due to the new clinic scheduling. Mr. Cain is happy to see our clinic numbers going up and hopefully to continue to see a drop in our no show rates.

Additional information from the Health Director: the following information was presented:

- 1) The Opioid conference is scheduled for May 24, 2018 from 6-8pm at the McSwain Center. We will be using the Project Lazarus model and blending the group in to what we are already doing.

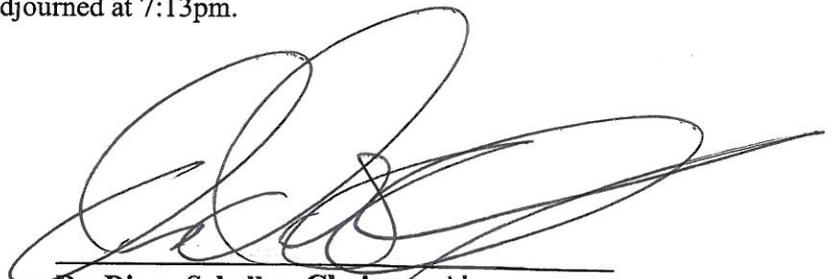
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- 2) Clinic Schedule Update – we have changed our clinic schedule and Mr. Cain feels this has been a positive change. The front registration window now opens up at 7:45 am instead of 8:00 am. We still have a few no-shows, but we are now seeing patients as they walk in. The front desk staff has been trained and are now doing eligibility and taking payments at the front window. With 2 ½ weeks into the new schedule, he is seeing positive changes. The goal is to bring in additional revenue; and with this new clinic schedule, he feels this can happen. Discussion followed. Mr. Cain mentioned one of the goals in our strategic plan was to cross train as many of our staff as possible. Now we have the front desk staff and check-out staff cross trained.
- 3) We interviewed yesterday for our Infant Mortality Reduction Program Manager position with hopes of filling it soon.
- 4) It's time to do his performance evaluation, and he will be getting the information to the board to begin completing it. This is the same evaluation as last year from Greg Mayo.

The board was given a flyer on the Focus Group meeting on May 31, 2018, 5:30-6:30pm at the Cooperative Extension Office. A copy of The State of the County Health Report 2017 was also given to the board.

With no further business, the meeting was adjourned at 7:13pm.



Dr. Diane Schaller, Chairperson

ATTEST



William Cain, REHS, MPA, Health Director