

**Foothills Health District
 District Board of Health OPEN SESSION
 * REMOTE* *COVID* Meeting Minutes
 McDowell County Health Department
 November 17, 2020**

Board of Health Members Present:

Rutherford County Representatives [9]	McDowell County Representatives [6]
Kim Warner Dr. Jerald DeLaGarza Gina Harrill [by remote] Dr. Christopher Buchanan [by remote] Pastor Neil Perry [by remote] Susie Bostic [by remote]	Dr. Ben Hall Carol Wolfenbarger Dr. James M. Gaskill [by remote] Julie Harris [by remote]

Board of Health Members Absent:

Dr. David Sutton Amy Jenkins Greg Lovelace	Lynn Greene, County Commissioner One Vacancy
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Foothills Health District Staff/Guests/Counsel Present:

HD Staff:

**Karen Powell, Health Director
 Nancy Marshall, Finance Director
 Jason Masters, Environmental Health Director
 Dottie Wilson, Assist. Finance Officer
 Renee Nolen, Administrative Assistant**

Board of Health Legal Counsel

Sharon Parker, Board Attorney

HD Medical Director

Dr. Stephen W. Jones

*****Please note: Due to the COVID-19 pandemic and Governor Cooper's Executive Orders limiting the size of indoor gatherings, even with social distancing, this meeting was held in the McDowell County Health Department so BOH members could socially distance and some could participate in the meeting by telephone. See the remote meeting provisions in Senate Bill 704 as codified as Session Law 2020-3.***

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
<p>CALL TO ORDER: Chairman Dr. Ben Hall called the meeting to order at 6:34 pm. A quorum is present with the in-person Board members and the members attending remotely under the COVID-19 remote procedures as the Foothills BOH currently has one vacancy.</p>	<p>Chairman Dr. Ben Hall</p>	<p>N/A</p>
<p>PUBLIC COMMENT PERIOD: The Board Public Comment Policy had been circulated with all Notices for the meeting and posted. No public members were in attendance for this meeting.</p>	<p>No Board action required</p>	<p>N/A</p>
<p><u>ACTION ITEMS</u></p>		
<p>APPROVAL OF MINUTES FROM SEPTEMBER 8, 2020</p> <p>The September 8, 2020 minutes were emailed to the BOH prior to the BOH meeting.</p>	<p>Carol Wolfenbarger moved to approve the September 8, 2020 minutes with a second by Dr. DeLaGarza. The motion was approved with remote affirmative votes from Gina Harrill, Dr. Buchanan, Pastor Neil Perry, Susie Bostic, Dr. Gaskill, Julie Harris, Dr. Jones and in person affirmative votes by Kim Warner, Dr. DeLaGarza, Dr. Hall, Carol Wolfenbarger.</p>	<p>Documents on file</p>
<p>HEALTH DIRECTORS REPORT:</p> <p><u>COVID-19 UPDATE:</u></p> <p>Currently, McDowell County is testing three days a week at the Health Department for the public and testing at all Long-Term Care facilities that have an outbreak. We currently have 1,519 positives, 21,265 tested, 19,464 negative, 282 pending, 191 in quarantine, 1,289 out, and 39 deaths.</p> <p>We have three outbreaks that are open. We were able to close the jail outbreak. An outbreak in a care facility means there are two or more</p>	<p>Karen Powell, Health Director</p>	

positives and at a school is five or more positive.

Both have to be negative for 28 days. We have outbreaks at: Rosehill with 2 staff, no residents; Autumn Care with 29 staff, 66 residents, and 50 recovered residents, 16 recovered staff, and 6 deaths; Marion Correctional has 17 staff, 4 inmates, and 11 recovered. We had a second outbreak at Deerpark with 4 staff and all recovered. Deerpark staff are tested once a week. At McDowell's drive-thru site on November 16, 229, we tested 146.

In Rutherford County, we have 2,087 positives, 43 new. Currently, we have outbreaks at: Willow Ridge with 38 staff, 78 residents, and 23 deaths; Sunnyside with 2 staff, 15 residents, and 2 deaths; Oak Grove with 22 staff, 37 residents, and 7 deaths; Fairhaven of Forest City with 19 staff, 48 residents, and 4 death; Accordius with 4 staff, 7 residents, and 1 death; and Brookdale with 1 staff, and 3 residents. We were able to close Fairhaven in Bostic and will close Brookdale soon.

Numbers are higher in Rutherford than McDowell even with testing the same. Testing is done in Rutherford on Mondays and Wednesdays and also by appointment, if needed. In last couple of weeks, numbers were down to about 60-80 in the drive-thru but with many positives.

Kids are not getting Covid-19 at school but somewhere else and bringing it in. Both counties done well with precautions. We are not tracing any back to schools so hope they can stay open. The community transmission is where we are seeing it and we have issues in both counties with large gatherings. We are working on messaging about mass gatherings.

We are meeting in both counties with community leaders about reaching out to public regarding mass gatherings.

Governor Cooper has a county alert system with colored map of NC – Rutherford in orange,

McDowell in yellow. There were 10 counties in red, 43 in orange, remaining counties in yellow. If you are an orange or red county, then the county manager will receive a call from governor's office with an offer of resources. The map will be released once a month. If no changes in color, different mandates will be given to that county.

Susie Bostic [remote] voiced concern with some restaurants where employees were not wearing masks, especially in Rutherford. Jason Masters stated that EH is aware of situation. When receiving a complaint, EH makes a visit and informs them of the mandate/executive order. At the moment, EH does not have the enforcement authority to do anything or impose fines. Susie Bostic recommended a Task Force for the communities and Jason Masters will follow-up. The director of Environmental Health at state level is trying to tie Covid-19 to the food code so illness is tied back to Covid -19 could affect the restaurant grade, which would will give EH some enforcement abilities.

We are seeing transmission within families, large groups. In McDowell, there have been 5 churches that have had multiple members positive who then took Covid-19 home. Transmission has become quicker/faster. We anticipate increases after Thanksgiving and Christmas.

Susie Bostic [remote] – County Commissioners can enforce wearing of masks. Karen Powell is on the McDowell Commissioners agenda in December to discuss masks and other issues.

Employees at the Health Departments are working 7 days a week with long hours. Mrs. Powell thinks that we probably will never be able to get away from contact tracing. Numbers are reported out in each county every day.

HEALTH DEPARTMENT:

All clinics are up and running, mostly by appointment only. Numbers are good.

<p>We have received some money from CARES Act, which is allowing us to work with prevention and education for Long-Term Care.</p> <p>Flu clinics already completed in all school systems. Seeing if we can provide the Flu vaccine with Covid-19 testing in our drive-thru clinics but we file insurance for flu and not for Covid-19. Currently doing flu clinics.</p> <p>We are having many meetings on when the Covid-19 vaccine becomes available planning distribution and messaging.</p>		
<p>FINANCE REPORT:</p> <p>Review of Profit & Loss Budget vs Actual Report: Clinic income is well below budget for July-October. Significant factor is the coronavirus, Billing is lagging about six weeks.</p> <p>CMARC, formerly known as CC4C, revenue for July-October was slightly above target compared to budget. CMHRP, formerly PCM, revenue for July-October was on target compared to budget. County allocations have been received for the period.</p> <p>Environmental Health exceeded budget by \$61,000 for July-October.</p> <p>Federal Funds is a new category. We applied for CARES Act Lost Revenue, which is replacement money since we were not able to have our clinics open. We received \$41,807 from CARES Act.</p> <p>Applied for FEMA reimbursements for COVID expenses for overtime, supplies, and travel. It is November but we have only received payment for March. FEMA funds have a slow turn around.</p> <p>We have applied for 10 grants since July. Thus far, we received \$8,000 Child Health grant award. Grants are very competitive.</p> <p>Medicaid Cost Settlement is received once a year only in the Spring.</p>	<p>Nancy Marshall, CFO Karen Powell, Health Director</p>	<p>Documents on file</p>

<p>Rental income has been received for the period.</p> <p>State Aid-To-County is on target and been received.</p> <p>State Funds received are higher than budgeted due to additional awards for COVID-19 response. Additional awards will be addressed in the budget amendments.</p> <p>Expenses: The only items over budget for the period (not for the year) are: [1] Repairs & Maintenance – lighting struck fire alarm so we had to replace the panel, which cost nearly \$6,000 [but will be filed on insurance], and [2] Telephone Expense – Calculation error on current budget which will be corrected in budget amendments. Expense was 269.8% for period due to error.</p> <p>BUDGET AMENDMENTS</p> <p>Patient Fees: Reduced fees because of decrease in patient revenue due to pandemic, decreased by \$91,900.</p> <p>Medicaid Cost Settlement: We received notification from Medicaid State Auditor who approved reimbursements for 2017 & 2018 that we expected and the 10% holdback for those years, for total funds around \$150,000.</p> <p>Other Local Earnings: Sales tax was included on the P&L but moved to Balance Sheet because of inflating revenue/expenses which took \$6,300 off.</p> <p>Increased EH revenue to account for YTD upward trend.</p> <p>Appropriation of Fund Balance: Changed slightly to account for 2019-2020 grant to purchase an ultrasound machine for maternity. The grant was received in Spring and spent in July. Adjusted funds for Hep C grant due to error bringing full amount down when part had already been spent so this amount was adjusted.</p>		
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<p>Other Grants: Removed two \$10,000 potential grants that were not received. We did receive the \$8,000 grant for Child Health.</p> <p>State-Covid, originally CARES Covid-19 County Allocations, awards received: \$165,000 Covid-19 Infection Prevention Support (CARES Act Funds) \$61,000 Covid-19 CARES Activities (CARES Act ELC funds) \$301,000 ELC Enhancing Detection Activities (CARES Act funds CDC) \$170,000 IPC Regional Teams (CARES Act funds Long-Term Care facilities) \$155,000 ED Regional Prevention Support Teams (CARES Act funds LTCFs) \$282,000 NC Pandemic Recovery Office NFP Covid-19 response (CARES Act funds)</p> <p>State & Federal Funds: \$69,000 EH grant from FDA; \$22,925 from State for Immunization; \$8,317 additional WIC funding from State; \$7,641 received from State for Hepatitis C lab work; and \$41,000 in CARES Act Lost Revenue.</p> <p>EXPENSES</p> <p>Salaries & Fringes: Decreased \$267,000 due to reduction in force, but due to Teams award, we have included 2 nursing positions in the budget for Covid-19 response and Long-Term Care work. We are using temps for translation purposes & Covid response.</p> <p>Unassigned Fund Balance: with the additional funding being received for Covid response & staff, we may be able to assign Medicaid Cost Settlement received in the Spring to fund balance. Staff is allotting their time to Covid rather than programs which will reduce the deficit for the programs.</p> <p>Professional fees: Increased for new medical director, Dr. Jones. Expenditures for the Hep C labs received included.</p> <p>Supplies & Services: Increased due to awards</p>	<p>Kim Warner moved to approve the Budget Amendments as presented with a second by Dr. DeLaGarza. The motion was approved with remote affirmative votes from Gina Harrill, Dr. Buchanan, Susie Bostic, Dr. Gaskill, Julie Harris, and in person affirmative votes by Kim Warner, Dr. DeLaGarza, Dr. Hall, Carol Wolfenbarger.</p>	
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<p>from Covid. Some funds will be spent on immunizations, communicable disease, NFP supplies. NFP approved to use some of their award for safety & sanitation kits, food boxes, baby home care packages.</p> <p>Utilities/Telephone/Postage: Picked up incorrect amount in prior budget; corrects error by adding \$50,000 which brings in line with prior year. Section includes the \$69,000 EH grant award.</p> <p>Taxes/Ins/Etc.: Moved sales tax expense to Balance Sheet to offset revenue. Includes balance of expenses for Regional Teams Covid award that were not added to salary & benefits.</p>		
<p><u>INFORMATIONAL ITEMS:</u></p> <p>ENVIRONMENTAL HEALTH REPORT—</p> <p>Day-to-day operations: EH was invited to present at a virtual FDA meeting to discuss our grant and the development of The Potato Project where inspectors can provide establishments a quick, lighthearted training and offer suggestions in a non-regulatory capacity. Now that we are achieving 100% compliance, we have the additional time to complete this project.</p> <p>We have had initial meetings with some key leaders in the restaurant industry in McDowell county, with a positive response. We hope to mirror those meetings in Rutherford, in order to find out what they would like to see with the implementation of the Potato Project. The grant is for the development and the implementation of this project.</p> <p>We are conducting an internal QA run on our On-Site Wastewater protocol to make sure we are running smoothly, and to streamline the process for the applicant.</p> <p>Operation (Complaint) Close-Out in which all outstanding complaints are addressed/closed out. We had some from early 2018 but have completed all necessary actions.</p>	<p>Jason Master, EH Director</p>	

<p>Operation Clean-up is where we go through the existing large system folders such as hospitals/nursing homes and collect information to close out the case. This "clean-up" effort will allow us to focus more clearly on the state mandated Operation and Maintenance program.</p> <p>Since January 1, 2020, through November 17, 2020, we have taken in 1,030 applications for On-site related activities. We are already 108 applications ahead of last year. With the holidays coming up, we are telling applicants to expect about 3-week delay, but we expect for that to drop back down after the first of the year. With more applications comes more money. Since we normally have a 2-week backlog, we are getting people interested in pursuing larger projects. The driving forces behind these moves is the low interest rate, fear of Covid-19, and land prices in surrounding counties.</p> <p>When we had a 13-week backlog, all these projects got pushed out to the private industry. Now people are coming to us because we are the most affordable and our turnaround time is quicker. We do not want our regular applicants affected.</p> <p>We can handle large projects by either assigning all larger projects to one person who only does large projects or scheduling a time for the entire team to work together on the project. We think we have figured out how to charge for these projects; however, our current fee schedule only goes to 6 bedrooms. We must look at our fee schedule and reword it or look at how to break these larger projects down into smaller systems and then charge accordingly. We want to be able to cover our costs and the increased time/value of our work. The Board had some discussion of the current fee schedule and options to address this work.</p> <p>Each individual RV is considered one bedroom.</p>	<p>Motion made by Dr. DeLaGarza and seconded by Kim Warner that gives Executive Committee the authority to approve any EH adjustments in language or fee schedule without coming back to the full Board. This motion was approved with remote affirmative votes from Gina Harrill, Dr. Buchanan, Susie Bostic, Dr. Gaskill, and in person affirmative votes by Kim Warner, Dr. DeLaGarza, Dr. Hall, Carol Wolfenbarger.</p>	
<p>Other items of new business or any other action items:</p> <p>None</p>	<p>Dr. Ben Hall, Chairman</p>	
<p>NO CLOSED SESSION WAS REQUESTED.</p>		

ADJOURNMENT: At 7:26 pm, Dr. DeLaGarza made a motion to adjourn, seconded by Kim Warner. The motion was approved with remote affirmative votes from Gina Harrill, Dr. Buchanan, Susie Bostic, and Dr. Gaskill, in person affirmative votes by Dr. Hall, Carol Wolfenbarger, Kim Warner, and Dr. DeLaGarza. The meeting adjourned at 7:27 pm.

SIGNATURES: _____

Dr. Ben Hall, Foothills BOH Chair

Karen Powell, Foothills District Health Director