

**Foothills Health District
District Board of Health OPEN SESSION
Meeting Minutes
McDowell County Health Department
August 10, 2021**

Board of Health Members Present:

Rutherford County Representatives [9]	McDowell County Representatives [6]
Kim Warner Dr. Jerald DeLaGarza Greg Lovelace, County Commissioner [by remote] Dr. Christopher Buchanan Susie Bostic [by remote]	Dr. James M. Gaskill [by remote] Carol Wolfenbarger Chris Allison, Commissioner

Board of Health Members Absent:

Gina Harrill Amy Jenkins Neil Perry One Vacancy, Public Member	Julie Harris One Vacancy One Vacancy, Optometrist
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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
Renee Nolen, Administrative Assistant
Miranda Roberson, Public Health Educator II
Board of Health Legal Counsel
Sharon Parker, Board Attorney**

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
<p>CALL TO ORDER: Chairperson, Dr. Jerald DeLaGarza called the meeting to order at 6:30 pm and announced that a quorum is present with the in-person Board members and three members attending remotely as the Foothills BOH currently has three vacancies.</p>	<p>Dr. Jerald DeLaGarza, Chairman</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 June 22, 2021</p> <p>The June 22, 2021, BOH minutes were emailed to the BOH prior to the Board meeting.</p>	<p>Kim Warner moved to approve the June 22, 2021 minutes as presented, with a second by Dr. Christopher Buchanan</p> <p>The motion was approved with remotes votes from Dr. James Gaskill, Greg Lovelace, and Susie Bostic, and in person votes by Chris Allison, Carol Wolfenbarger, Dr. Jerald DeLaGarza, and Kim Warner.</p>	<p>Documents on file</p>
<p>BOARD REAPPOINTMENT</p> <p>The County Commissioner BOH Members reappointed Dr. Jerald DeLaGarza and Amy Jenkins for three-year terms.</p>	<p>Sharon Parker</p>	<p>Documents on file</p>

HEALTH DIRECTORS REPORT

Mrs. Powell introduced Miranda Richardson, who will work with the BOH as Clerk. Renee Nolen will be working full time in Vital Records.

COVID-19 Update

The COVID-19 numbers within the communities had been stable for the summer but cases are back on the rise with the Delta variant.

An After Action Report looked at the first year of Covid response. The Department will be very methodical going forward and will continue to coordinate with other community providers. A goal is to try to keep all other Health Department services open. Mrs. Powell has requested State funding to hire more contact tracers and other temporary workers.

The focus at this time will be in vaccinations and public health services since testing is more available in the community so people will be referred to the community testing sites. Carol Wolfenbarger and Dr. DeLaGarza agreed that the Health Department focus on vaccinations provides the best chance to avoid negative health outcomes.

Mrs. Powell met with both county's School Superintendents and both School Boards to review and discuss plans for the Fall given Covid and to review the state School Health Toolkit. Both School Boards decided to make masks optional in the schools at this time and not to have social distancing. The State has provided money to hire a school nurse liaison to help solely with COVID-19 cases within the schools. The schools will be handling their own testing with rapid testing kits provided by the Health Department. Mrs. Powell explained that according to the State Guidelines more students and staff would have to be placed in isolation or quarantine if the students and staff are not masked. Masking in students too young to be vaccinated is the best way to reduce transmission within schools and to keep as many students in school as possible.

Karen Powell, Health Director

<p><u>Health Department Operations</u> The Health Department was able to fully open this summer to offer services to the community. Being able to keep the doors open is top priority. A screener was placed at Rutherford County.</p> <p><u>Strategic Planning</u> The board will update the Strategic Plan after the Community Health Assessment [CHA] results are received.</p> <p><u>Board Training and Accreditation</u> A BOH meeting with an otherwise light Agenda will be devoted to Board Training. New members are still having an Orientation training. Accreditation was postponed due to Covid so the next accreditation will cover six [6] years, instead of three.</p> <p><u>BOH Policy will be presented in the future</u> Policy was not ready for approval at this time.</p>		
<p>FINANCE REPORT</p> <p><u>Review of Profit Budget & Loss vs Actual July 2020 through June 2021 –</u></p> <p>Clinic income is below budget for the year due to COVID. The most significant decrease compared to previous year is in Maternity and Family Planning, which is down \$200,000. The most significant increase has been in Environmental Health, which is up \$191,000 over last year. CMARC (CC4C) & CMHRP (OBCM/PCM) are both slightly above the target compared to budget. County allocations have been received. Environmental Health is over budget for the year by \$91,000. Federal Funds are lower than budget due to difficulty accessing FEMA funds.</p> <p>Received grants: Child Health \$8,000 from NC Public Health Association; \$36,500 from Cannon Foundation; \$5,000 from RHI, and \$2,500 from Community Foundation of WNC. Also includes</p>	<p>Nancy Marshall, CFO Karen Powell, Health Director</p>	<p>Documents on file</p>

\$110,000 pass through funding for West Marion Community Forum [but we received no percentage of this funding].

Medicaid Cost Settlement as submitted for year 2020 totaled \$574,647, but we not received these funds so they are listed in Accounts Receivable. We did receive a 10% Medicaid Cost Settlement holdback for FY 2017 & FY 2018 totaling \$252,566.

Rental income received for the period. State aid-to-county funds on target and received. State funds have been received on schedule and the remaining balances of several COVID funding awards have rolled forward into the current year.

There are no expenses significantly over budget for the period.

Rebates/Rewards: Received \$1,000 rebate on two electronic communication signs in front of both Health Departments. We also received \$3,024.49 in Chase card ultimate rewards.

We purchased \$209,585.92 in fixed assets, which included 2 electronic communication signs purchased with Covid funds; 2 Fetal Monitors purchased with Cannon Foundation & Wolfe Mini Grant funds; 3 exam tables purchased with Child Health State funds; 2 Ultrasound Machines purchased with Dogwood Trust & Cannon Foundation funds; 6 Vital Sign Monitors purchased with Child Health State funds, and 2 vehicles purchased with Covid funds.

The Department had an adjusted net income of \$760,849.28. Barring any drastic changes, the Department will add \$760,000 to Fund Balance, which is over the budgeted \$418,000.

Bids for New Auditor

Requests For Proposals were sent in July to Clifton Lawson Allen, Dixon Hughes Goodman, Elliott & Painter, and Debra Wentz. We received one proposal from Elliot & Painter, whose CPA Steven Blanton has worked with us in the past. The proposed agreement is \$25,000 for FY 2021 with future years not to exceed a 5% increase.

Environmental Health Fees

Environmental Health fees have not yet been presented to the Rutherford and McDowell County Commissioners for their approval and adoption, that is on the schedule.

**Nancy Marshall, CFO
Kim Warner moved to approve hiring Elliot & Painter as Auditor, with a second by Chris Allison. The motion was approved with in person votes by Dr. Christopher Buchanan, Carol Wolfenbarger, Dr. Jerald DeLaGarza, Kim Warner, and Chris Allison with remote votes from Greg Lovelace, Susie Bostic, and Dr. Gaskill.**

INFORMATIONAL ITEMS:

ENVIRONMENTAL HEALTH REPORT

Environmental Health has slowed down some due to a downturn in septic system installations caused by a shortage of materials for septic installations. Our wait time is back to the 2-week benchmark. In the last 29 working days, \$61,000 has still been received.

There have been an unusually large amount of water samples not arriving to the state lab at the correct temperature due in part to the summer heat. They are working to fix the issue.

Rutherford County building inspectors are not reaching out to request water samples to give the certificate of occupancy. They have been contacted and hope this will change.

Jason was served with a subpoena in McDowell County to address a complaint with a business in McDowell so there is finally action on this matter. Jason is the only one that deals with septic complaints in both counties to keep staff from receiving a subpoena and going to court.

Food & Lodging been using the DHD (Digital Health Department) program since July 1st. Inspector can see inspection logs for the past three years, which makes it easier to notice any issues. The program also allows the public to keep an eye on their favorite locations.

The Department was awarded an extension of time on the Potato Grant to the remaining \$9,000.00 for additional year.

Jason is the supervisor of our regional teams for long-term care facilities to support and give guidance to these facilities and may be expanded to take on Region 1.

Jason Masters, EH Director

ADJOURNMENT: At 7:37 pm, Kim Warner made a motion to adjourn, seconded by Carol Wolfenbarger. The motion was approved with in person votes by Chris Allison, Dr. DeLaGarza, Kim Warner, and Dr. Christopher Buchanan and remotes votes from Dr. James Gaskill, Greg Lovelace, and Susie Bostic.

SIGNATURES: _____
Karen Powell, Foothills District Health Director

Dr. Jerald DeLaGarza, Chair of the Foothills Board of Health

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