

**Foothills Health District
 District Board of Health OPEN SESSION
 Meeting Minutes
 McDowell County Health Department
 October 12, 2021**

Board of Health Members Present:

Rutherford County Representatives [9]	McDowell County Representatives [6]
Kim Warner Dr. Jerald DeLaGarza Greg Lovelace, County Commissioner Dr. Christopher Buchanan Susie Bostic Gina Harrill Amy Jenkins	Dr. James M. Gaskill [by remote] Chris Allison, Commissioner [by remote] Julie Harris

Board of Health Members Absent:

Neil Perry Vacancy	Carol Wolfenbarger Vacancy 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
Miranda Smith, Public Health Educator II
Jennifer Jarett, Accounting Specialist
Kim Keever, WIC Director
Frankie Hamrick, Emergency Management Director
Board of Health Legal Counsel
Sharon Parker, Board Attorney
Dr. Stephen W. Jones, Medical Director

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
<p>CALL TO ORDER: Chairperson, Dr. Jerald DeLaGarza called the meeting to order at 6:34 pm and announced that a quorum is present with the in-person Board members and two 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.</p> <p>Public members present were Kelly Wiggen and Robert Wiggen. Kelley Wiggen addressed the Board regarding her concerns pertaining to the handling of positive Covid-19 test results and the quarantine notification process for the Rutherford County School System.</p>		<p>Handout from Mrs. Wiggen</p>
<p><u>ACTION ITEMS</u></p>		
<p>APPROVAL OF MINUTES FROM August 10, 2021</p> <p>The August 10, 2021, BOH minutes were emailed to the BOH prior to the Board meeting.</p>	<p>Kim Warner moved to approve the August 10, 2021, minutes as presented, with a second by Amy Jenkins. The motion was approved with remotes votes from Dr. James Gaskill, and in person votes by Greg Lovelace, and Susie Bostic, Dr. Jerald DeLaGarza, Kim Warner, Julie Harris, Gina Harrill, and Dr. Christopher Buchanan.</p>	<p>Documents on file</p>

HEALTH DIRECTORS REPORT

Mrs. Powell started the meeting with a video put together to show the last year the Foothills Health District has faced. She commended the dedication the staff has shown during the pandemic.

COVID-19 Update

The positive cases in Rutherford County as of October 12th were 11,776 with 93 deaths. Within the week there were 253 new positives. 25,267 people are fully vaccinated and 27,806 have received one dose.

The positive cases in McDowell County as of October 12th were 8,403 cases with 114 deaths. 21,532 people are fully vaccinated and 23,3790 have received one dose.

Rutherford County was holding drive through vaccines clinics due to demand in the community, but that demand has leveled off. Vaccines will still be given through intake services and re available through many providers in the community. If the demand for the vaccine rises again, the method of vaccine administration will be adjusted accordingly based upon community needs. To help assist the hospital with testing demands in Rutherford County, the health department has opened a weekly testing drive through on Tuesdays.

In McDowell County, they have been holding drive through testing clinics and vaccine clinics. A private lab will now be performing the testing at McDowell.

Planning for vaccines may have to be revisited in the future depending on CDC and FDA approval of vaccines for younger age children and Moderna or Johnson and Johnson boosters.

Long-term care facility teams are still out in the community testing and vaccinating within the region. This service is expected to be long term, perhaps lasting years, to help prevent outbreaks in these facilities.

Karen Powell, Health Director

Policy Document on File

The department is working with Rutherford County Schools, Thomas Jefferson, and Lake Lure Classical Academy for rapid testing. The numbers of cases in both school systems have been down. Erin Wilson is communicating and working closely with the schools in Rutherford County. Kris Edwards is the RN Coordinator handling the schools in McDowell County.

Students have forms to take home for parents to sign if they want their child to receive the COVID and Flu vaccine in school.

Community Health Assessment

The Community Health Assessment data has been received and is being sorted. Miranda Smith explained the timeline of the assessment. By the end of the Fiscal Year, the data will be placed into a template, presented to the BOH and other community partners so the top health priorities of each county will be determined. Obesity appears to be a major risk factor across many diseases. In early 2022, the community health assessment data will be made public and will be available for presenting.

Other Departmental Updates

Maternity, Family Planning, and STD services are the main clinical services being offered even with the limitation presented by COVID. Both maternity programs are seeing less patients. Other programs currently running are WIC, case management. The nurse-family partnership is starting to go back into patient’s homes. Work is being done to help build all programs back up and to help the community in different ways with care.

Policy Approval

The district fee policy was updated regarding proof of income. Updates were also made to the process of billing private insurance to reflect the contract to CureMD and allowing billing staff to review provider notes to ensure correct billing.

Greg Lovelace made a motion to approve the policy changes followed by a second from Kim Warner. The motion was approved with a remote vote from Dr. James Gaskill, and in person votes by Greg Lovelace, and Susie Bostic, Dr. Jerald DeLaGarza, Kim Warner, Julie Harris, Gina Harrill, and Dr. Christopher Buchanan.

<p>FINANCE REPORT</p> <p><u>Update on Financial Reports and other Finance related matters</u></p> <p>Clinic income is trending near budget for private pay and Medicaid. Clinic insurance is over budget as we are still receiving COVID vaccine revenue.</p> <p>CMARC & CMHRP revenue for July-August was under budget due to the Medicaid transformation, which went into effect on July 1, 2021.</p> <p>County allocations, Rent, and State Aid funds are on target and have been received for the period.</p> <p>Environmental Health is trending under budget by \$11,000 for the first two months of the fiscal year and under \$14,000 compared to the same period last year.</p> <p>Foothills has applied for a couple of grants this fiscal year but have not heard back from them.</p> <p>We have received \$22,000 from United Health Care as monthly capitation payments.</p> <p>Automobile expenses, insurance expense, professional fees, and supplies are over budget for the period but within the annual budget. There will be a budget amendment coming up for the increase in insurance. Other expenses are trending under budget. Overall expenses for this period are running at 105% compared to budget.</p> <p>Net ordinary income is at \$112,000.</p>	<p>Nancy Marshall, CFO Karen Powell, Health Director</p>	<p>Documents on file</p>

<u>Budget Amendments</u>	Nancy Marshall, CFO	Handout at meeting
<p>Proposed Budget Amendments, as distributed at the meeting, reflect the following revenue changes/amendments: McDowell County increased their appropriation \$23,829 over the previously advised amount. In State revenue funds, there was a reduction in food & lodging funds and expected reduced CMARC funds due to the State reallocating some funding to Polk County, but increased child fatality funds, additional new school liaison funds, and a new agreement for Advancing Equity funding.</p> <p>The proposed Budget Amendments reflect the following expense changes/amendments: The annual total for Liability & Property insurance increased with the new contract. Payroll- Several staff were assigned new duties. Some staff were given temporary increases to be paid from School Liaison and Advancing Equity Funding. Also included in the amendment is the Board of Health directed increase for the District Health Director. School Health Nurses- The Reopening Schools Liaison funding also included money for supplies and other expenses in addition to the salary change. Supplies- The Advancing Equity funding also included money for supplies and other expenses.</p>	<p>Greg Lovelace made a motion to approve the budget amendments as presented, followed by a second from Kim Warner. The motion was approved with a remote vote from Dr. James Gaskill, and in person votes by Greg Lovelace, and Susie Bostic, Dr. Jerald DeLaGarza, Kim Warner, Julie Harris, Gina Harrill, and Dr. Christopher Buchanan.</p>	

INFORMATIONAL ITEMS:

**ENVIRONMENTAL HEALTH [EH]
REPORT**

On October 1, 2021, North Carolina adopted the 2017 FDA food code. Changes worth noting include: 1] The implementation of written procedures for responding to vomiting and diarrheal events, 2] A slight change in final cook temperature requirements, 3] Facilities may now continue operation during a power or water outage IF they have provided emergency operating plans to the regulatory authority, and 4] Certain containers are now allowed to be refilled by food establishments, IF they are cleanable, washed rinsed and sanitized and initially from that establishment.

For the first quarter of the FY (July, August and September), EH has brought in \$136K, compared to \$130K for the same time frame last year. We are seeing an increase in septic system applications and are about 200 applications ahead of where we were last year. We have maintained and continue to maintain a very reasonable wait time for these applicants.

We are in the process of beginning the Quality Assurance program again this year, just to make sure we are not missing anything that might have slipped through the cracks.

A case was won after attending court last month over the matter of a septic tank failure and the owner of the property is now installing the repair system correctly.

Mr. Masters discussed the accreditation strategy Environmental Health is using during this accreditation cycle, which was expanded from 4 years to 6 years.

THERE WAS NO CLOSED SESSION.

Jason Masters, EH Director

ADJOURNMENT: At 7:36 pm, Kim Warner made a motion to adjourn, seconded by Susie Bostic. The motion was approved with in person votes by Dr. DeLaGarza, Kim Warner, Julie Harris, Greg Lovelace, Amy Jenkins, and Dr. Christopher Buchanan and A remote vote from Dr. James Gaskill.

SIGNATURES: _____
Karen Powell, Foothills District Health Director

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

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