

RUTHERFORD-POLK-MCDOWELL
District Board of Health OPEN SESSION Meeting Minutes
Rutherford County Health Department
Tuesday February 7, 2017

Board of Health Members Present:

Rutherford County Representatives	McDowell County Representatives	Polk County Representatives
Dr. Phillip Whitworth Don Corry Greg Lovelace Dr. Jerald DeLaGarza Craig Sargent	Matthew Crawford Dr. Ben Hall Carol Wolfenbarger Jim Segars Judy Wilson	Penny Padgett Dr. Rich Metcalf

Board of Health Members Absent:

Sarah Bradley	Amy Moomaw	Rick Covil Ray Gasperson
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Health Department Staff/Guests/Counsel Present:

HD Staff:

Karen Powell, Health Director
Josh Kennedy, Assistant Health Director
Phillip Melton, Finance Officer
Susan Robinson, EH Supervisor, Food, Lodging and Facilities

GUESTS:

Sharon Parker, Board Attorney
Mrs. Gibbie Harris, Consultant

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
CALL TO ORDER: Vice Chairman Ben Hall, called the meeting to order at 6:45 pm	No Board action required	N/A
PUBLIC COMMENT PERIOD: There was no public present to make comment	No Board action required	N/A
<ul style="list-style-type: none"> • Phillip Melton, CFO administered the swearing in of new Rutherford County board member, Mr. Kim Warner. 	No Board action required	Documents on file
APPROVAL OF DISTRICT BOH MINUTES FOR: November 14, 2016	made a motion to accept the minutes. This motion to approve as amended was seconded by and passed.	Documents on file
INFORMATION ITEMS		
<p>Health Director's Report:</p> <ul style="list-style-type: none"> • Mrs. Powell welcomed the board and thanked them for giving her the opportunity to serve the RPM Health District. Mrs. Powell reported that she had two very specific items that she wanted to address in her first weeks as Health Director. The first was to meet with the RPM staff, most specifically the management team members. The objective being the opportunity for the managers and Mrs. Powell to discuss challenges, opportunities and goals for the future. These meetings went well and have allowed productivity in a short time. The second item was to meet individually with each county manager. The purpose of these meetings was to impress upon them how important it is for the Health District to be a part of the county and its operation and vice versa. Mrs. Powell requested from the managers that she be able to attend their department head meetings. The managers were very much in favor of this and looked forward to that relationship. • Going forward, Mrs. Powell is looking to break the silos between the staff in each counties and how the counties themselves view the health district. This will give the opportunity for everyone to work together as one team that in turn works for our communities. • Mrs. Powell did address some challenges ahead, including financial issues. Budget planning time is near and she will be working closely with 		

<p>Phillip Melton to learn that budget and be a close part of it.</p> <ul style="list-style-type: none"> • Mrs. Powell thanked the board for bringing Ms. Harris on board. • Mrs. Powell suggested that she would like to change the flow of board meetings by adding a board training piece. This would be an opportunity for the board to learn what it means to be a Public Health Board member and what their roles and responsibilities are to the agency. • Mrs. Powell recognized Susan Robinson, Supervisor for Environmental Health. This is Susan’s last meeting as she is retiring at the end of February. 		
<p>Report from the Assistant Health Director:</p> <p>Electronic Medical Records [EMR] System:</p> <ul style="list-style-type: none"> • As a part of the Strategic Plan for RPM the Staff Super users and Management Support Staff have completed the roll out of the Electronic Medical Records [EMR] System. As of the first week of February, we are completely live, and everything is electronic. 		
<p>ACTION ITEMS</p>		
<ul style="list-style-type: none"> • The board voted to accept the meeting schedule through 2018. • Mr. Melton introduced Kevin Leder from Clifton Larson and Allen to present the 2016 Audit Report. • Mr. Melton presented budget amendments. • The board made a recommendation to bid out for auditors for the upcoming year. It was also recommended to do at least a 3 year contract. 	<p>Made a motion to accept the calendar as presented. This motion was seconded by . It passed unanimously.</p> <p>made a motion to accept and approve the 2016 Audit Report as presented, which was seconded by. It passed unanimously. The board went into closed session to speak to the auditor.</p> <p>Made a motion to accept and approve the presented budget amendments as presented. The motion was seconded by. It passed unanimously.</p> <p>Made a motion to approve bidding out auditor services and to offer a 3 year contract</p>	<p>Documents on File</p> <p>Documents on file</p> <p>Documents on file</p>

<p>A CLOSED SESSION will be held for: -- Discussion of information that is privileged, confidential or not a public record under NC General Statute 143-318.11(a)(1) and NC Gen Stat 130A-42; --To consult with the Board Attorney and Consultant retained by the Board Legal Counsel and the Board regarding matters pursuant to NC General Statute 143-318.11(a)(3); and -- to consider other matters relative to the conditions of employment and performance of the District Health Director under NC General Statute 143-318.11(a)(6).</p>		
<p>ADJOURNMENT:</p>	<p>made a motion to adjourn, which was seconded by. The motion was unanimously approved.</p>	
<p>SIGNATURES: _____ Dr. Ben Hall, Chair</p> <p>_____ Karen Powell, District Health Director</p>		

