

**RUTHERFORD-POLK-MCDOWELL
District Board of Health OPEN SESSION Meeting Minutes
McDowell County Health Department
Tuesday, January 9, 2018**

Board of Health Members Present:

Rutherford County Representatives	McDowell County Representatives	Polk County Representatives
Greg Lovelace Kim Warner Mickey Moore	Matthew Crawford Dr. Ben Hall Carol Wolfenbarger	

Board of Health Members Absent:

Sarah Bradley Craig Sargent Dr. Jerald DeLaGarza One Vacancy	Jim Segars One Vacancy One Vacancy	Dr. Rich Metcalf Penny Padgett Ray Gasperson Rick Covil One Vacancy
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Health Department Staff/Guests/Counsel Present:

HD Staff:

**Karen Powell, Health Director
Corey Morris, EH Food Lodging Supervisor
Jennifer Jarrett, Assistant Finance Director
Cindy Snyder, Human Resource Director
Steve Chambers, EH On-Site Supervisor
Renee Nolen, Administrative Assistant**

GUESTS:

Sharon Parker, Board Attorney

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
<p>CALL TO ORDER: Chairman Ben Hall, called the meeting to order at 6:45 pm. Quorum was not present so all items were informational.</p>	No Board action required	N/A
<p>PUBLIC COMMENT PERIOD: None in attendance</p>	No Board action required	N/A
<p>SWEARING IN OF NEW BOH MEMBER – Mickey Moore, a Registered Nurse and Health Educator, representing Rutherford County was sworn in to begin a three-year term and is filling Don Corry’s vacancy.</p>	Sharon Parker, Board Attorney	N/A
<p>APPROVAL OF DISTRICT BOH MINUTES FOR: July 18, 2017 and September 26, 2017 were deferred to the next meeting due to lack of quorum.</p>	Approve at next meeting	N/A
INFORMATION ITEMS		
<p>Health Directors Report:</p> <p>Mrs. Powell introduced Cindy Snyder, the new HR director, and Renee Nolen, Mrs. Powell’s new Administrative Assistant.</p> <p>It has been just over a year since Mrs. Powell started her position as District Health Director and she is thankful to be doing this job and to be a part of this agency.</p> <p>In the past year, we needed to work on the internal capacity of the district, work as a team within all three counties, and get morale up. We had six people to retire since Mrs. Powell started, including Susan Robinson – EH, Becky Koone – WIC, Kelly Crawford–Human Resources, and Phillip Melton–Finance Director. This was a chance to start building the management team. Within the year, the district had 6 retirements, 13 resignations which includes terminations, and 18 new hires. We are almost full staffed except for one or two positions. Mrs. Powell is very confident in the new hires. There is still one Environmentalist needed for McDowell. A Billing Specialist position will be filled soon. Staff has been willing to help in other counties when there is staff shortage.</p> <p>Mrs. Powell is attending more meetings with commissioners. They appreciate hearing from us and being a part of the public health planning process. The priority in February will be budget planning and we will see what that looks like with the County Managers.</p> <p>In the past year, the Town of Forest City was considering not to put fluoride in their water due to breakage of machine. Our state dental personnel went to meetings to show the public needs the fluoride and now the Town is continuing with the</p>	Karen Powell, Health Director	Documents on file

fluoride treatment.

Animal Control has completely new staff in Rutherford County and we are now working well with them. Polk County is working to redo their animal control procedures since they have not been revised for years and Mrs. Powell is assisting. Mrs. Powell get calls after midnight from animal control officer and she is the only one that can quarantine a dog. McDowell has a great plan and have procedures in place.

Opioid abuse/addiction is a huge public health issue. NC County Commissioners implemented a plan for focusing on the issue and Mrs. Powell continues to work with the local partners and the county commissioners in each Rutherford and Polk Counties addressing this issue, setting and implementing priorities

Mrs. Powell is attending meetings with Corey Morris regarding the Equestrian games that will take place in September 2018 in Polk County. Health Department staff are involved as much as they can be.

We will have to pay back the portion of the Medicaid cost settlement. For FY 2012/2013, which comes a little under \$300,000 [which is good considering the first total we received of \$500,000]. They will allow a 2-year payback on amount which would be \$150,000 a year which will be tough. She will look into the payback terms and timing. In 2012/2013, the formula was changed by the state and they reimbursed us too much. The directors got a lawyer to fight this but lost. This will come out of our fund balance and she will restrict these funds to show that they are claimed. Our Medicaid cost settlement is now a part of our budget.

The District will add a Nurse Practitioner on staff in February 2018, who will bring in revenue and expand services, such as certain labs, child health physicals. We will be able to take any insurance. The Nurse Practitioner will be working under our medical director, Dr. Robert Lawrence, and will work in all three counties.

Mrs. Powell handed out information on that included services/budget in the three counties. Polk County appears to still be considering pulling out of the District at the end of FY 18/19 after the Equestrian Games. The history of the District and governing statutes were discussed.

Mrs. Powell gave handouts regarding work goals for herself in the next year.

The District Health Department will go through accreditation in October 2018.

Financial Reports:

Documents on file

<p>percentage. During Fiscal Year 2016, the required inspections are 1,318 but only 773 were done. Mr. Morris has been doing inspections which has taken away from his administrative duties. There is a need to raise fees for some services. The Board requested that the Fee schedules to be updated and presented at next meeting.</p> <p>Due to the lack of quorum, there was no Closed Session.</p>		
<p>ACTION ITEMS: Due to the lack of quorum, there were no action items.</p>		
<p>ADJOURNMENT</p>		
<p>At 9:00 p.m., Mathew Crawford made a motion to adjourn, seconded by Kim Warner. The motion was unanimously approved and the meeting adjourned.</p> <p>SIGNATURES: _____ Dr. Ben Hall, Chair</p> <p>_____ Karen Powell, District Health Director</p>		