

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>Ms. Jarrett has meet with the auditors/consultants and will be changing and updating procedures. The audit will be presented at the next Board meeting.</p> <p>Mrs. Powell and Jennifer Jarrett have been working on the Collins Dental Center [CDC] financials. Ms. Jarrett gave handout regarding expenses at Dental Center continuing to rise. The fund balance for the CDC was \$36,640 on June 30, 2018, which does not include numbers for the Mobile Unit (dental bus). CDC has been utilizing contract dentists for 2-3 years and from July 1 have paid \$116,726 for approximately six months, which is roughly \$1,000 per day just to have a dentist. This cannot be a long-term solution. The Collins Dental Center is open 4 days a week and not fully staffed. Medicaid revenue received is \$76,640 so far and we can expect local revenue of about \$24,000. We are already facing a \$126,000 loss in the last 6 months of operation. Mrs. Powell and Ms. Jarrett are going to do more research, talk with Dr. Davidson and report back to the Executive Committee in two weeks. The Board agreed to meet again in February to look at the CDC and Mobile Dental Unit finances and to consider options presented by management.</p> <p>The equipment is ours at the Dental Center but we lease the space. Over the years, staff did their own thing separated from the rest of the Health Department. The person that does their Medicaid billing works only 30 hours per week. There should be a back-up person to assist with billing. The dental bus runs only two days a week.</p> <p>Mrs. Powell and Ms. Jarrett are going to do more research on the CDC operations and finances, talk with Dr. Davidson and report back to the Executive Committee in two weeks to review options. The Board agreed to meet again in February to look at the CDC and Mobile Dental Unit finances and to consider options presented by management.</p>	<p>Jennifer Jarrett, Finance Officer</p>	
<p>Environmental Health Reports</p> <p>Mr. Chambers stated the housing market is very strong. They are behind on permit requests about 4-8 weeks. Rutherford County is the most behind. Environmental lost an employee and now has Jeremy Davis, who is an intern working to finish his state training. Steve Grindstaff is helping in Rutherford.</p> <p>Mr. Morris announced the hiring of Christy Kunes and Elizabeth Asawacharowwnkun. They will need more staff to meet the demands of the Equestrian games. Mr. Morris is requesting one more person for Food & Lodging. During the fiscal year for 2016, the compliance for the district was 57% and the state gets concerned below 70% compliance</p>	<p>Steve Chambers, EH On-Site Supervisor</p> <p>Corey Morris, Food and Lodging Supervisor</p>	<p>N/A</p> <p>N/A</p>

<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>		