RUTHERFORD-POLK-MCDOWELL Joint District Board of Health and Home Health Advisory Board Meeting Minutes McDowell County Health Department

January 10, 2012

Board of Health/HHAB Members Present:

McDowell County	Polk County
Representatives	Representatives
Briana Shelton	Ted Owens
Josh Dobson	Iain Fitch, Chair
Jim Segars	Rick Covil
Norman Guthrie	
Carol Tribble	
ealth/HHAB Members Absen	<u>t</u> :
Rev. Mark Forbes	Mike Davidson
	Cathy Brooks
	Representatives Briana Shelton Josh Dobson Jim Segars Norman Guthrie Carol Tribble

Health Department Staff/Guests Present:

<u>Guest</u>: Sharon Parker, Board Attorney Gary Johnson. CPA HD Staff:

James H Hines, Jr., Health Director Phillip Melton, CFO Helen White, RN Supervisor Susan Robinson, Environmental Health Brenda Green, Administrative Services Assistant Jennifer Jarrett, Assistant Finance Officer

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
CALL TO ORDER Dr. Iain Fitch called the joint BOH and HHAB meeting to order at 7:00 pm	No Board action required	N/A
PUBLIC COMMENT PERIOD: There was no public present to make comment	No Board action required	N/A
APPROVAL OF DISTRICT Board Of Health [BOH] and Home Health Advisory Board [HHAB] MINUTES FOR: November 8, 2011	Ted Owens made a motion to approve the BOH and HHAB minutes for Nov. 8, 2011 as presented, seconded by Don Corry. The motion was unanimously approved.	Documents on file
AUDIT REPORT: Gary Johnson CPA, Norman, Johnson, and Co., PA did a presentation on the audit for year ending June 30, 2011. The Board members had been previously mailed the complete audit report and a summarized audit letter before the meeting. Mr. Johnson went over the report and letters and highlighted the most important items. The Board members asked many questions and Mr. Johnson explained and clarified many issues. Board members and Mr. Hines then meet with the Auditor without other staff present and then the Board met with the Auditor without Mr. Hines present so the Board could confirm that there were no management issues that needed to be discussed privately, that the Auditor had received all the information needed, and that the audit process went smoothly.	Action taken after Closed Session.	Documents on file.
INFORMATION ITEM		N/A
 HEALTH DIRECTOR'S REPORT: Jimmy Hines reported on the following items: 1. The State has decided to look at the 10 Regional Health Districts [RHD] in NC, which are made up by health departments and to allocate \$400,000.00 per year x 5 years per district. Our RHD has 11 counties that include RPM. An RFP is being submitted to the state with input from local health departments in the region. Buncombe County was chosen as the Leader for this RHD. The eleven counties will be divided into two groups of four and one group of three counties with one full time person hired for each group to provide more services to communities to develop more issues/programs around tobacco use, physical activity, access to care issues, etc. 2. A Kate B Reynolds Charitable Trust Fund Program Officer gave the go ahead to submit an application pending their funding for an Obesity Prevention Coordinator to work in Rutherford County. 3. Mr. Hines met with a group from McDowell County and staff from Kate B Reynolds to discuss the Kate B. funding format that they call "place based philanthropy". Instead of funding a project, they will allocate more dollars into five year funding mechanisms to give local 	Information only	N/A

communities the money to prioritize their needs based on	
how they want to improve the health. McDowell County	
is very high on their list but they are also meeting with	
Rutherford County. Unfortunately, both counties can not	
be chosen.	
HH CON ACQUISITION BY CARESOUTH: Information only Document on 2	file.
Mr. Hines and Phillip Melton met with the officials of	
CareSouth and signed the APA (Asset Purchase	
Agreement). Purchase price was \$1,000,000.00 with	
\$900,000.00 having been transferred by December 31, 2011	
and \$100,000.00 transferred into a restricted fund and will	
be released later when everything has cleared. CareSouth	
made employment offers to eleven of the fifteen employees	
whose jobs were affected by the sale. Four employees were	
given RIF notices. Timing was short but unavoidable.	
Those four employees were paid for an additional 30 days.	
Mr. Hines stated he was very optimistic that CareSouth	
would provide for the needs of the community and be able	
to actually spend more for indigent care than the District	
could. CareSouth is also leasing space from us in the	
Rutherford, Polk and McDowell County during January.	
Future leased space is being discussed permanently for	
McDowell Co. only. We have completed our part of an	
855-form (CHOW) change of ownership document that	
CareSouth will send to Medicare for approval. McDowell	
Home Health has two lease vehicles and CareSouth is in	
process of assuming the lease on those vehicles. CareSouth	
and McDowell Home Health will work together for the next few months to make sure all revenues coming in are applied	
to the right agency based on date of service.	
CDC FINANCIAL REPORT: Information only Document on the second se	filo
Phillip Melton, CFO summarized the Collins Dental Center	me.
financial report the Board members had been previously	
sent.	
EH FINANCIAL REPORT: Information only Document on the second sec	filo
Phillip Melton, CFO summarized the Environmental Health	me.
financial report the Board members had been previously	
sent.	
sont.	
Mr. Guthrie left the meeting.	
With Outline left the meeting.	
CLOSED SESSION for discussion of information that is Ted Owens moved to go into closed	
privileged, confidential or not a public record under NC session for discussion of information Documents on	1
General Statute 143-318.11 (a)(1) and to discuss the that is privileged, confidential or not a File.	-
personnel evaluation of the District Health Director, public record under NC General	
Mr. Hines, pursuant to NC General Statute 143- Statute 143-18.11 (a)(1) and to	
318.11(a)(6).	
the District Health Director pursuant	
to NC General Statute 143-	
318.11(a)(6), which was seconded by	
Carol Tribble and was unanimously	
approved.	

There was a motion to leave closed session and to return to open session made by Dr. Rogers and seconded by Carol Tribble. The Motion to return to Open Session passed and the Board returned to open session.Minutes for this Closed Session is maintained by BOH legal Counsel Sharon Parker, 828-652- 2441, at the law office of Dameron & Burgin, 26 West Court Street, Marion, NC, 28752Minutes for this Closed Session is maintained by BOH legal Counsel Sharon Parker, 828-652- 2441, at the law office of Dameron & Burgin, 26 West Court Street, Marion, NC, 28752IN OPEN SESSION ACTION ON THE DISTRICT HEALTH DIRECTOR'S SALARYDr. Rogers, seconded by Ted Owens, moved that the BOH accept and adopt the Executive Committee's recommendation such that [a] the Director's Mr. Hines' base annual salary, offstilo/52.00 based upon his excellent performance evaluation as completed that evening and [b] that the revised Work Goals be adopted by the BOH. The motion passed with one dissenting vote by Josh Dobson.ACTION ON AUDIT REPORTRick Covil made a motion to accept and to approve the Audit report as presented at the meeting. The motion was seconded by Dr. Rogers and unanimously approved by the BOH.ADJOURNMENT:Dr. Rogers made a motion to accept and to approve the Audit report as presented at the meeting. The motion was seconded by Ted Owens. The motion was unanimously approved and the meeting adjourmed.N/ASIGNATURES: Dr. Iain Fitch, ChairmanDr. Rogers made a motion to accept and the meeting adjourmed.N/A	James	H. Hines, Jr., District Hea	lth Director	
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