

**RUTHERFORD-POLK-MCDOWELL  
District Board of Health Meeting Minutes  
Rutherford County Health Department  
Tuesday, September 10, 2013**

**Board of Health Members Present:**

<b>Rutherford County Representatives</b>	<b>McDowell County Representatives</b>	<b>Polk County Representatives</b>
<b>Theresa Calhoun Don Corry David Odom Dr. Thomas Jaski</b>	<b>Joe Kaylor Susan McNeeley Jim Segars Carol Tribble Dr. Ben Hall Judy Wilson</b>	<b>Dr. Mike Davidson Iain Fitch, Chair Cathy Brooks Ted Owens Rick Covil</b>

**Board of Health Members Absent:**

<b>Greg Lovelace Sandra McGriff Dr. Hobart Rogers</b>		
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**Health Department Staff/Guests Present:**

**Guest:**

**Sharon Parker, Board Attorney**

**HD Staff:**

**James H Hines, Jr., Health Director  
Phillip Melton, Finance Director  
Helen White, Director of Nursing  
Susan Robinson, Environmental Health  
Brandi Saine, Environmental Health  
Kelly Crawford, Human Resources**

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
<b>CALL TO ORDER: Dr. Iain Fitch, Chair called the meeting to order at 6:45 p.m.</b>	No Board action required	N/A
<b>PUBLIC COMMENT PERIOD:</b> There was no public present to make comment.	No Board action required	N/A
<b>APPROVAL OF DISTRICT BOH MINUTES FOR:</b> July 23, 2013.	<b>Dr. Davidson made the motion to approve the minutes, seconded by Don Corry. The motion was unanimously approved.</b>	<b>Documents on file</b>
<p><b>INFORMATIONAL ITEMS:</b></p> <p><b>Phillip Melton discussed the Environmental Health Report for the month of July. Local revenue for July was less than the same month last year. August numbers are not finalized, but was a very busy month.</b></p> <p><b>Don Corry asked if other Boards of Health are seeing similar losses. Phillip explained there are county dollars that go into the EH program at the end of each year's audit. Also, some counties have higher fees or higher appropriations from the counties.</b></p> <p><b>The state billing system for the Health Dept revenue changed about 2 months ago. During this process, we had to hold claims rather than bill them. As a result, July and August Collins Dental reports will look reduced but that will be caught up soon. Billing staff have worked hard. The new system will get us closer to the Electronic Medical Records system which will be mandatory within a couple of years.</b></p> <p><b>Mr. Hines distributed the latest update in Public Health Legislation and highlighted the following:</b></p> <ul style="list-style-type: none"> <li>• <b>Food and Lodging Bill was passed. Permit fees went from \$75 to \$120, which will be a \$20 increase for us. This will be an additional \$8,000-\$10,000 per year.</b></li> <li>• <b>Private Club Exemption from Sanitation Laws</b></li> <li>• <b>Carbon Monoxide Detectors in Lodging Establishments</b></li> <li>• <b>Private Well Permits- Automatic issuance of well permits if the health department staff do not act within 30 days of a well permit application. The Health Department can challenge the permit if they feel it is incorrect.</b></li> <li>• <b>E Cigarette sales to Minors</b></li> <li>• <b>Outdoor smoking</b></li> </ul>		N/A

**Dr. Fitch asked if it was typical that we cannot respond to a well application within 30 days. Susan explained that it was not typical, but if the economy picked up or there were staff reductions, it was a possibility. If that happens we will make well applications first priority, but it does pose potential problems if there are automatic issuance of permits.**

**Mr. Hines met with county managers about the three year plan to reduce the \$990,000 that we spend from the District fund balance. Anticipated Medicaid cost settlement was more than we thought it would be. We based our budget on a reduction, so it appears there are more monies to use differently. County Managers indicated increased Medicaid cost settlement or other increased revenue could result in adjustments to the fund balance reduction plan. Mr. Hines encouraged them to follow the original plan of giving \$110,000 aggregately and he will reduce by \$220,000 or find new money. Mr. Hines explained that he is going forward with his commitment, and decided the second position in Human Resources will be eliminated from the budget in June 2014. Brandi Saine accepted effective September 3rd the administrative assistant position in Environmental Health that was vacated by the retirement of Brenda Greene. The \$110,000 in new money is the most this district has received in over 15 years from the three counties. Please extend appreciation to the county commissioners for their commitment.**

**We continue to try to improve maternity care services for the residents of Polk County. The previous arrangement to provide care at the Polk County Health Department from the private provider fell through due to their staff shortage. Polk County residents are currently coming to Rutherford and we could potentially lose them to other counties outside of our district. We are going to provide assurance through the obstetric provider we currently use, to provide care to Medicaid patients at a private office or at the health department. Starting October 1, expectant Polk County patients who come to the health department will be made an appointment in the Polk County physician's office or their Rutherford office when they are not in Polk. The goal is to offer the patients being seen in Buncombe or Henderson counties the option to be seen in their own county. Patients will still deliver at Rutherford Hospital.**

**Cathy Brooks pointed out that rather than getting public transportation to the health department, patients often go without prenatal care which increases risk of infant mortalities and other complications during and after birth. She expressed her appreciation to Mr. Hines for**

continuous efforts to improve maternity care for Polk County residents.

Project Lazarus was started in Wilkes County, by Fred Beason, a former chaplain in McDowell County. Wilkes County was the highest of drug overdose deaths at one point. After the program was implemented, they are now one of the lowest. This is a comprehensive program and we were asked to provide facilitation in each of the 3 counties to implement this type of program once the community is on board. The program provides public awareness of prescription overdose, and organizes pill drop boxes, etc. Another component is the use of the drug Naloxone, an injectable opioid antagonist, used to counter the effects of opiate overdose. The money to support the project is coming from Community Care of NC, funded by Kate B. Reynolds Charitable Trust. The stipulation was the money had to flow through each county health department and half of that would be requested for a part time person to coordinate the project. RPM District was not able to provide that person, however Marjorie Vestal, a district retiree, has agreed to contract and take on that task. McDowell County has been working on the project for a while with Smoky Mountain Behavioral Health and is farther along with implementation of a comprehensive program. Rutherford County is doing a lot of awareness activities, trainings, and setting up drop off boxes. Polk County is interested in doing more, but has not begun to do so at this point. The program is designed to encourage involvement from volunteers for which we would provide support.

Mr. Hines distributed an Organizational Chart for the McDowell County Health Coalition which is great model of how communities can work together to improve overall health. The Kate B. Reynolds Charitable Trust has said that it intends to support the Healthy Places Initiative for several years. Kate B. Reynolds approved a grant to support a three year position for a total three year grant of approximately \$250,000 for the Health Coalition Driver/Executive Director. The position was originally going to be located at DSS in McDowell County but recent changes at DSS lead the Trust to transfer the position to another organization so the position could be supervised by a Coalition Officer. Mr. Hines is now the Vice Chair of the Coalition. Representatives of the Coalition met with the Trust staff on August 20. During that meeting it was decided that the District Health Department would accept the money and provide the supervision for the position. The District will receive approximately 10% in revenue for providing administrative support for the position. We look forward to working to make McDowell County a

<p>healthier community.</p> <p>Mr. Hines invited the board to observe the Preparedness items displayed in the kitchen. Michael Elliott, Kevin Rogers and others have worked hard this month to implement a program called “30 Days 30 Ways Are you Prepared?” Trying to get people to think about how they are prepared for a natural disaster during the Preparedness Awareness Month of September.</p> <p>Rutherford Regional Hospital Hsigned an MOU with Duke Lifepoint Healthcare. A final agreement is being negotiated by the Hospital.</p> <p>Collins Dental Center will open an Adult Emergency Clinic on September 27. The board will receive an invitation to the open house on September 20. We continue to recruit for a dentist for Collins Dental Center. Mr. Hines believes there is still a need for the dental clinic in McDowell County, but we do not have the funding to proceed at this time. We have not heard officially from the ARC for the equipment grant application.</p> <p>Mr. Hines praised the staff for working harder with less. The budget has gone from approximately \$11 million in 2010 to approximately \$7 million for the 2013-2014 fiscal year. Kelly added the District employs approximately 86 employees at this time.</p> <p>Mr. Hines asked the board to be thinking of supporting the annual Christmas/Holiday event, as that will be part of the November agenda.</p> <p>No Closed Session Required</p> <p>Adjournment:</p>	<p>No Closed session was requested at this meeting.</p> <p>A motion was made by Don Corry, seconded by Dr. Davidson. The meeting was adjourned at 7:40 P.M.</p>	<p>Minutes for closed sessions are maintained at the law office of Sharon L. Parker, PA 26 West Court Street, Marion, NC 28752.</p>
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<b>SIGNATURES:</b>  _____ <b>Dr. Iain Fitch, Chair</b>  _____ <b>James H. Hines, Jr., District Health Director</b>		

