RUTHERFORD-POLK-MCDOWELL District Board of Health Meeting Minutes Rutherford County Health Department Tuesday, March 8, 2016				
Board of Health Members Present:				
Rutherford County Representatives	McDowell County Representatives	Polk County Representatives		
David Odom Craig Sargent Dr. Jerald DeLaGarza Greg Lovelace Dr. Phillip Whitworth	Matthew Crawford Dr. Ben Hall Amy Moomaw Carol Wolfenbarger Jim Segars	Rick Covil		
Board of Health Members Absent:				
Sarah Bradley Don Corry	Judy Wilson	Michael Gage Dr. Mike Davidson Dr. Rich Metcalf One Vacancy		
<u>Health Department Staff/Guests/Counsel Present:</u> <u>HD Staff</u> : Jimmy Hines, Health Director Phillip Melton, Finance Officer Kelly Crawford, Human Resources Karen Powell, Human Services Planner Brooke Waycaster, Interim Clinic Director Sharon Parker, Board Attorney <u>GUESTS:</u>				

AGENDA ITEM	BOARD ACTION	REFERENCE DOCUMENTS
CALL TO ORDER: Chairman Dave Odom, 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
APPROVAL OF DISTRICT BOH MINUTES FOR: November 12, 2015	Mr. Covil made a motion to accept the minutes as presented. This motion was seconded by Mr. Lovelace, and passed.	Documents on file
INFORMATION ITEMS		
 Mr. Hines informed the board of several deaths within the health district family. He asked for a moment of silence for them as well as their families Mr. Odom reported on the recent meeting held between himself, Mr. Hines, all three county managers and board of health commissioners from McDowell and Rutherford. The meeting was positive with a good understanding of the issues from everyone and a positive outlook for the upcoming budget year. 		
 Brooke Waycaster, Clinical Manager for the RPM Health District reviewed the clinical management model and how it best serves the agency. For example, the clinical management model allows for consistency within the district, empowers nurse leaders to make decisions and improves clinic flow and productivity. In addition, Ms. Waycaster gave an update on the recent changes to the infrastructure within the RPM district clinics. Mrs. Waycaster gave an updated report on the current situation on the Zika virus. Public Health is involved on several levels: one is to send out information that comes from the CDC to all providers, two is travel surveillance on anyone who has traveled to effected areas that may present with symptoms and reporting these cases to the NC Communicable Disease branch. Symptoms and health conditions associated with the disease were addressed. Resources were shared on guidance for the Zika virus. 		Documents on file Documents on file

Health Dir	ector's Report:	
•	Mr. Hines gave an update on the current	
	situation with the outbreak of Mumps. As of	
	March 17, 2016 there were 15 confirmed cases	
	of Mumps in Charlotte N.C. Most of these	
	cases had been vaccinated. More and more	
	diseases are surfacing in people that have	
	been vaccinated, which is a great concern.	
•	Mr. Hines and Karen Powell gave a re-cap on	
	the Emergency Preparedness Exercise held in	
	Polk County on February 11, 2016. The	
	exercise was a great effort on the part of all	
	health district staff as well as participating	
	outside agencies. It allowed many people to	
	experience a point of dispensing site at its full	
	working capacity.	
•	Mr. Hines informed the board that the	
	Community Health Assessment had been sent	
	to Raleigh. Marjorie Vestal, a contract	
	employee did most of the writing on the	
	document with collaboration with all hospitals	
	in the district. It will be posted on the website	
	as soon as the approval comes from the state.	
•		
•	In the absence of Josh Kennedy, Assistant	
	Health Director, Mr. Hines gave his report.	
	First, Mr. Kennedy is working on the	
	Electronic Medical Records transmission and	
	getting that to reality. Second, he has updated	
	the strategic plan. Third, he is working on the	
	operations with finance. Mr. Kennedy and	
	Mr. Melton are working on things that they	
	believe can make us more efficient and can be	
	more accountable, going forward, to the	
	board. Finally, Mr. Kennedy is working with	
	Yanet Cisneros on health education.	
•	The cost settlement has not been resolved. We	
	have had feedback that things are going more	
	smoothly.	
•	Mr. Hines reported on the Tobacco	
	Resolution that was passed at the last meeting	
	has gone to the tobacco branch in Raleigh. It	
	is very exciting for Rutherford, Polk and	
	McDowell counties to be a part of such a	
	strong initiative.	
•	Mr. Hines addressed a recent policy change	
	internally within the district. The department	
	will not be using funds to pay for flowers for	
	staff or family members or the financial gift	
	currently offered to retirees. Employees, of	
	course, can continue to send flowers etc. on	
	their own.	

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• The General Assembly has until June in the health benefits department to present their		
Medicaid wavier.		
An Asthma Coalition was started in		
Rutherford County as a result of data and		
some funding from the state.		
Financial Report		Documents on file
• Mr. Melton gave a report on the current process for		
planning the 16/17 budget year. Initial contacts		
have been made with insurance providers, workers		
comp providers, cell phone carriers etc. to ensure we are getting the best rates possible. The executive		
committee will hopefully meet in April to review		
and make changes to the process if needed. As		
always, the unknown information regarding the		
Medicaid cost settlement hinders our process.		
• Mr. Melton gave a report on the budget through		
January 31, 2016. The budget looks just about how		
we expect at this time of year.		
• Mr. Melton reviewed some cost containment items		
that are being reviewed. For example, credit cards,		
office supplies, telephone equipment, mobile phone carriers and updated software/email. Finally, we		
are beginning to have credit card capability in the		
environmental health area.		
ACTION ITEMS		
	Mrs. Wolfenbarger made the	Documents on File
Mr. Melton presented state budget amendments: Matamal/Child Health, WIC, Tabassa magnation	motion to accept the amendments and add them to the budget. which	
Maternal/Child Health, WIC, Tobacco prevention, STD prevention, Health Communities and Food	was seconded by Dr. Hall. It	
and Lodging in Environmental Health.	passed unanimously.	
	Mar Careerford and de the method to	
• The Fee and Eligibility Policy has new changes that	Mr. Crawford made the motion to accept the revisions to the Fee and	
reflect the removal of child support from the income and adding family planning income to be	Eligibility Policy which was	
used through other programs.	seconded by Mr. Segars. It passed	
abea mi ough omer programo.	unanimously.	
Health Director's Annual Review Procedure	The board had a consensus to use	
 Mr. Odom explained the process of the 	the new online tool to evaluate the	
review for the health director. An	health director and to continue to	
evaluation is mailed to each board member	send the evaluation tool to the	
that is to be filled out and sent back in to	community leaders as has been	
the board attorney. In addition, the review	done in the past. No vote was	
is sent out to other partners in the	taken.	
community that are not part of the board		
of health. There is an alternate online		
survey method, which the Board agreed to use.		
		N/A

There was no Closed Session. ADJOURNMENT:	Dr. Whitworth made a motion to adjourn the meeting, which was seconded by Mr. Covil and passed. The meeting adjourned at 8:20 p.m.		
SIGNATURES: David Odom, Chair			
James H. Hines, Jr., District Health Director			