

**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
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Health Department Staff/Guests/Counsel Present:

HD Staff:

**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**

GUESTS:

<p>Health Director's Report:</p> <ul style="list-style-type: none"> • 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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<ul style="list-style-type: none"> • 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. 		
<p>Financial Report</p> <ul style="list-style-type: none"> • 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. 		<p>Documents on file</p>
<p>ACTION ITEMS</p>		
<ul style="list-style-type: none"> • Mr. Melton presented state budget amendments: Maternal/Child Health, WIC, Tobacco prevention, STD prevention, Health Communities and Food and Lodging in Environmental Health. • The Fee and Eligibility Policy has new changes that reflect the removal of child support from the income and adding family planning income to be used through other programs. 	<p>Mrs. Wolfenbarger made the motion to accept the amendments and add them to the budget. which was seconded by Dr. Hall. It passed unanimously.</p> <p>Mr. Crawford made the motion to accept the revisions to the Fee and Eligibility Policy which was seconded by Mr. Segars. It passed unanimously.</p>	<p>Documents on File</p>
<p>Health Director's Annual Review Procedure</p> <ul style="list-style-type: none"> • Mr. Odom explained the process of the review for the health director. An evaluation is mailed to each board member that is to be filled out and sent back in to the board attorney. In addition, the review is sent out to other partners in the community that are not part of the board of health. There is an alternate online survey method, which the Board agreed to use. 	<p>The board had a consensus to use the new online tool to evaluate the health director and to continue to send the evaluation tool to the community leaders as has been done in the past. No vote was taken.</p>	
		<p>N/A</p>

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