

SCOTLAND COUNTY HEALTH DEPARTMENT

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Wayne Raynor, MPH
Health Director



BOARD OF HEALTH MINUTES **Tuesday, February 24, 2015** **6:30 P.M.**

The Scotland County Board of Health met on Tuesday, February 24, 2015 at 6:30 p.m. in the Education Room, Scotland County Health Department. All members were present with the exception of Dr. Ray Chavis, Mr. William Matthews and Dave Raley. Also in attendance were David Jenkins, Benita Mullis, Tim Martin, Kathie Cox and Mary Katherine Murphy.

Call to Order

The meeting was called to order at 6:30 p.m. Chairman Davis lead the prayer.

Discussion/Revision of Agenda

Several changes were made to the revised agenda to include postponing the Community Health Assessment by Kathie Cox.

Adoption of Agenda

On a motion by Dr. Stroud and a second by Dr. Labib, the revised agenda was unanimously adopted.

Approval of Minutes of the December 16, 2014 Meeting

On a motion by Dr. Labib and a second by Dr. Raybon the minutes of the January 20, 2015 meeting were unanimously approved as presented.

Public Comment

There was no public comment however, Mr. Davis did explain to the board that Mr. Raley is having health issues and plans to return in summer.

Administrative Reports

Fiscal Update

Tim Martin, Fiscal/Management Supervisor presented the fiscal update. Mr. Martin explained that expenses should be at 58% however, we are currently at 49.9 % which is 8% under budget. He also explained that revenues collections should be at 58% but are currently at 45.9%. Mr. Martin stated that HIV revenue is two (2) months behind due to the difficulty in getting reimbursement. Upon question by Dr. Raybon, Mr. Martin explained that we are seeing the same amount of HIV patients but the problem of collection of funds lies with the company where in the funds are received. This company is currently behind on payments. Mr. Martin also explained that Service Collections is

behind due to the timeliness of collecting Medicaid dollars. He also stated that Environmental Health and Immunizations are performing above budgeted expectations.

Monthly Activities Summary

Mr. Jenkins reviewed the Monthly Activities Report noting that STD results are now done over the phone which allows more clinic time for nurses.

Health Director's Report

Mr. Jenkins presented the Division reports followed by the Health Department Report

Administration

- Completed MOU for Title X partnership with our local FQHC.
- Made a list of ongoing projects for Senior Management Team and future leadership.
- Compiling accreditation paperwork to fulfill benchmarks for health director.

Personnel/Vital Records

- New Customer Satisfaction Surveys are in place.
- Created a new Performance Evaluation for staff (old one was cumbersome).
- Updated the Self Evaluation form.

Fiscal Management

- Computers and hardware installed for second phase of Cure MD implementation.
- Surplus old equipment in the agency.
- Received budget numbers from state for FY16.

Support Services

- Maternal Health forms have been revised, updated and we are seeing patients now.
- Brenda Tyson has begun training for financial eligibility and will start completing financials on March 2, 2015.
- Management Support has an intern that is assisting us until May 2015 with purging medical records.

Preparedness & Response

- The Initial Planning Conference (IPC) met on February 12th at the EOC where David Hessemeyer, health department staff, DSS staff, Scotland Co. School System Staff and Emergency Management began the process of planning for the Full Scale Exercise (FSE) the health department is required to have by 2016. Tentative scenarios and dates were discussed.

WIC/Nutrition

- Client Satisfaction Surveys now being disseminated to WIC participants who come into the WIC clinic through the end of February.
- WIC nutritionists are making a special effort to distribute toothbrushes and dental information to WIC participants since February is National Children's Dental Health Month.
- WIC will have an information booth at SMH's Pregnancy Fair on March 7, 2015 to promote services and breastfeeding information.

Clinical

- 5% reduction for OBCM/CC4C for FY 2014, “True-Up” monies should balance out reduction.
- Scotland County also received Performance Measures for both OBCM and CC4C programs and we continue to meet/exceed all measures.
- CD/STD Nursing Staff and Mid-level Provider will be attending the 2015 Annual STD Update in March.
- Early Intervention Clinic continues to grow, 5 clients were added in January.
- Maternity Clinics first enrolled patient was seen in clinic on February 2. We now have 4 clients enrolled in the program and hope to see many more.

Health Education

- NEW Diabetes Education and Outreach collaboration with hospital staff.
- Rural Churches outreach in collaboration with NC Council of Churches - Partners in Health and Wholeness to reach certification.
- WHE (Women’s Health Event) – 200 women attended (screenings, education, exhibit information).

Environmental Health/Animal Control

- Neighboring wells were sampled and those two wells came back with no lead in the water. One more sample was taken at the location of interest and it once again came back with a high lead level.
- Kisha is adjusting well to her role as environmental health specialist intern. She is riding with Brian everyday observing soil evaluations, restaurant inspections and various other things that we observe on a daily basis.
- Working on getting a better routine in inspecting restaurants, daycares, and the other areas that need inspecting along with staying up with our on-site and well evaluations.
- Plans were approved by the state plan review team on the Sav-A- Lot meat market that will soon be coming to the old Winn Dixie store behind Golden Corral.

Scotland County Health Department Accomplishments 2013- 2015

1. Communication among staff- sharing meeting minutes and reviving employee solution box.
2. Doors open during lunch and on Friday afternoons- except two clinic training afternoons per month.
3. Animal Control court last Wednesday of every month (shored up)
4. Tobacco use prohibited signs posted in parks (ordinance in works)
5. DSS lab work- drug testing/paternity testing
6. Mission/Vision/Values statements established
7. Adoption and marketing of official health department logo
8. Clean up electronic folders and files(work in progress)
9. Updated website (e. g.- posted BOH minutes, created vital records page, update contacts, environmental health, animal control information)
10. Practice Management implementation to improve clinic flow & customer service
11. Electronic Medical Records (CureMD)- selection and implementation
12. Maternal health clinic February 2015- safety net for community
13. Child health clinic reopening April 8th 2015- DSS foster care children well child checks
14. Strategic Plan 2014 – 2016 completed

15. In Network with more Insurance Providers- Cigna, First Carolina Care, Blue Cross/Blue shield (in progress)
16. ACS ordinance revision- work in progress
17. Local Emergency Planning Committee (LEPC) meeting established and shelter MOU
18. Health Summit- community members meet to address health rankings
19. Immunizations for St. Andrews University students
20. Building upgrades and new customer friendly appearance

Questions by the Board

There were no questions by the Board.

Committee Reports

There were no Committee Reports.

Unfinished Business

There was no Unfinished Business

New Business

- A. Approval of Interim Health Director-Motion was made by Dr. Stroud and seconded by Dr. Labib to name Wayne Raynor as interim health director. Motion carried with a unanimous vote.
- B. Increase in LabCorp fees from \$23.95 to \$25.00 Motion was made by Dr. Stroud and seconded by Dr. Labib. Motion carried with a unanimous vote.
- C. Approval of additional service with pap. Agency Fee \$38.00-Motion was made by Dr. Stroud and seconded by Dr. Labib. Motion carried with a unanimous vote.
- D. Approval of the additional \$28.00 for the TB Control Program-Motion was made by Dr. Stroud and seconded by Dr. Labib. Motion carried with a unanimous vote.
- E. Approval of additional WIC funding in the amount of \$3004.00- Motion was made by Dr. Stroud and seconded by Dr. Labib. Motion carried with a unanimous vote.
- F. Approval of fee for Maternal Health Bundle Services Agency Fee (4-6 visits) \$700.00, Agency Fee (7+ visits) \$1200.00. Motion was made by Dr. Stroud and seconded by Dr. Labib. Motion carried with a unanimous vote.
- G. Approval for Tetanus Immunization, Agency Fee \$22.00. Motion was made by Dr. Stroud and seconded by Dr. Labib. Motion carried with a unanimous vote.
- H. Approval of the increase for Rabies Vaccine-Currently \$237.00 per injection, Cost of Vaccine is \$260.53, New Fee for injection is \$274.00 Motion was made by Dr. Stroud and seconded by Dr. Labib. Motion carried with a unanimous vote.

Informal Discussion

Dr. Raybon congratulated Mr. Jenkins on the return of the Maternal Health Clinic. He stated that when a health department loses a clinic as was the case with the Maternal Health Clinic, it is usually difficult to get it back.

