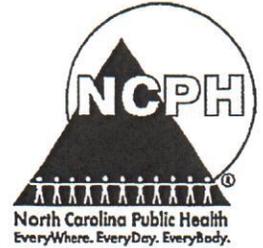


SCOTLAND COUNTY HEALTH DEPARTMENT

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Wayne Raynor, MPH
Health Director



BOARD OF HEALTH MINUTES

Tuesday, June 16, 2015

6:30 P.M.

The Scotland County Board of Health met on Tuesday, June 16, 2015 at 6:30 p.m. in the Education Room, Scotland County Health Department. All members were present with the exception of Cordella Walker and Dr. Ray Chavis. Also in attendance were Wayne Raynor, Health Director, Tim Martin, Kathie Cox, Felicia Faison, and Benita Mullis and Abbi Overfelt from the Laurinburg Exchange.

Call to Order

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

Discussion/Revision of Agenda

There was no discussion or revision of the Agenda.

Adoption of Agenda

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

Approval of Minutes of the May, 19, 2015 Meeting

On a motion by Dr. Stroud and a second by Dr. Labib the minutes of the May 19, 2015 meeting were unanimously approved as presented.

Public Comment

There was no public comment however Mr. Davis did welcome Mr. Raley back after a period of illness

Administrative Reports

Fiscal Update

Tim Martin, Fiscal Management Supervisor presented the financial update. Mr. Martin explained that expenditures should be at 92% however, we are currently at 82 % which is 10% under budget. He also explained that revenue collections are currently at 71%. Discussion ensued concerning Medicaid Cost Settlement for services. Tim explained that Medicaid is not satisfied with the formula used for billing therefore they are withholding funds from all local health departments.

Monthly Activities Summary

Mr. Raynor reviewed the Monthly Activities Report stating that euthanasia numbers are up from 10 to 51 due to a large number of cats being removed from a single residence. He also explained that clinical numbers are down due to staffing issues.

Health Director's Report

Mr. Raynor presented the division reports as follows:

Administration

- County Budget FY 15-16
 - 40M total budget
 - 1.03 tax rate remains
 - 1% COLA: net cost \$120K
 - 5/10 year step increases- 1 step 2.5% on grade 5 years + 2 step, 5.0% on grade 10 years. Affects 71 employees, cost 94K. Will use 300K fund balance
- eCivis Grant Research Project
 - Grant searches
 - Grants written
 - Data provided by SCHD
 - \$6400 per year (county paid)

Personnel/Vital Records

- Working on Accreditation-ongoing
- Scheduled interviews for PHN I Position
- Work continues on the revision and updates to Personnel Policies

Fiscal Management

- Received our first Medicaid payment for Child Health Services
- Agency inventory and clean-up day was a success
- Projected to collect 99% of all available State Grant Funds

Clinical

Maternal Health/CFPT:

- There are 22 total patients enrolled in the Maternity Clinic.
- Policy manual review & updates will start next month (for all programs).
- Carlotta Rivers, as CFPT (Child Fatality Prevention Team) Chairperson will begin the process of preparing the annual report that has to be presented to BOCC & the BOH.
- 3 cases were reviewed for the May meeting. Heather Wkye facilitated the 5/20/15 meeting and the 3 case reviews were presented by her, Betsey, & Felicia.

OBCM/CC4C:

- Change to the OBCM/CC4C leadership at CCS. Scotland County's new OBCM consultant will be Leslie Greene, RN. Leslie will also be the consultant for Richmond County and she will be located at Richmond Memorial Hospital. Lisa Valverde is the CC4C consultant. All three of these new consultants will report to Libby Lawson at CCS.

- Training for OBCM supervisor and care managers held on June 4, 2015 from 9am – 12 pm at Cumberland County Health Department to discuss cross county/network transfer of cases.
- Applications are being received for the Care manager's position that is currently open.
- Possible part time position in the OBCM/CC4C program.
- Performance Assessment and Goal Setting documents for the Pregnancy Care Management program are due to be completed by June 30, 2015. These documents are replacing the Narrative reports which were part of the Semi Annual Report.
- Tim Martin has submitted the financial budget for the OBCM/CC4C programs.
- Notification was received from NCDPH Danny Staley in regards to 2015 Performance Improvement Plan process for counties who have not met the benchmark in reference to patient contact.

Laboratory:

- Beginning May 1, the lab staff began scanning all lab work received from our reference laboratories. The results are scanned into the individual patient's chart.
- After 5 weeks with the health department, Jamie Boone, our Phlebotomy student from RCC completed her clinical practice. She completed more than 100 veni-punctures and 25 capillary punctures (finger sticks).
- Training will be done for lab and clinical staff on the new LabCorp Interface with the CureMD software Program for our EHRs on June 19th. This will allow all lab test done by LabCorp to be entered directly in to the patients chart.

Child Health Program:

- Child Health Clinic opened May 18th. (4) Children have been seen for well child visits. (3) With Medicaid and (1) without insurance.
- Referrals have been made to: Eye doctor- failed eye exam; CDSA and CC4C- for failed developmental screening.
- The patient is coming back to health department for a weight check and a follow-up developmental screening to be completed in June.
- Will be meeting with local dentist to secure an agreement to see our children without health insurance for basic services: cleaning, fillings and extractions at Medicaid rate.
- Outreach: Laurel Hill Primary, Covington Street, Wagram Elementary Kindergarten registrations and Laurel Hill Head Start with the Adolescent Pregnancy Council.

Preparedness & Response/ Communicable Disease/EIC:

- An LEPC (Local Emergency Planning Committee) meeting was held June 4th at the EOC building with a presentation by OEMS related to Hazardous Materials in the state/transportation.
- By-laws were updated and voted on for the LEPC.
- Committees were formed for various activities (e.g., financial, exercise & planning).
- The next meeting will be on Sept. 3, 2015.
- EPI Team held its quarterly meeting on June 9, 2015. Discussed rates of CD/STD/VPD and community partner updates. No reportable outbreaks.
- HEART (HIV Education and Resource Team) and BART (Borderbelt AIDS Resource Team) will hold its annual "HEART in the Park" at the J.L. Morgan Center on Saturday, June 20th, 2015. This event coincides with National HIV Testing Day (June 27) each year. Games, music, refreshments, door prizes, educational information and on site testing will be provided. This year we will offer HIV, Hep C, and possibly GC and Chlamydia testing. The Splash Pad

Board of Health Minutes
June 16, 2015

- will be free for children to enjoy. HEART hopes to create awareness in the community of the growing rates of HIV and STDs in the county.
- EIC clinics case load is 25 patients and growing.

Family Planning/Immunizations:

- Working on CAP for Women's Health Audit. Overall the audit went well for Family Planning. We were given great comments on our policies and procedures and asked if our consultant could use our policies as examples for other agencies.
- Ads for FP will be in the Laurinburg Exchange along with the Immunization Rule Changes ads.
- We are hosting ADN nursing students on Wed and Thursdays from Richmond Community College.
- Interviews for the 2 nursing positions (Immunization and Family Planning) are scheduled for this week.

Health Education

- Accreditation Benchmarks and Activities associated with Health Education department – ongoing
- Hosting Masters of Public Health Student Intern – Sha-Rhonda McNeill
- Outreach – focusing on physical activity, healthy eating, Men's Health, Mosquito and Tick Borne Illness, and Severe Weather Preparedness
- Developing Health Education and Health Department PSA's for radio media – HIV complete - ongoing
- Facilitating CORE Work Group meetings in collaboration with Center for Healthy North Carolina – focus on Heart Disease and Obesity
- Healthy Communities Program – funded through NCDHHS/Div. of Public Health – Year End Report Due June 30th for 2014-2015. (focus was on Diabetes Education Recognition Program, educational and media campaigns promoting smoking cessation, eliminating exposure to second-hand smoke and promoting QuitlineNC, and promoting ESMMWL as a resource for clinicians)

Management Support

- Continued progress on purging charts. Beginning to scan EIC charts into CureMD.
- All new patients are paperless
- Inventory complete

Environmental Control/Animal Control

- Kisha has completed her required centralized intern training in Raleigh. She will now begin her fieldwork in order to complete her authorizations in the different program areas.
- Sav-A-Lot food store is nearing completion.
- Zaxby's restaurant, located in the Wal-Mart shopping center, is on it's way to becoming Laurinburg's newest eatery.

WIC

- Local Agency Self-Assessment and CAP (Corrective Action Plan) are due by June 30th
- Annie Malloy is attending Vendor training as she will be the new Vendor Coordinator when Pearlene Leggett retires.
- Frances Moody will be visiting local daycares and doctors' offices this month.

Questions by the Board

There were none

Committee Reports

There were no Committee Reports.

Unfinished Business

There was no Unfinished Business

New Business

- Chairman Davis asked the Board members to refer to their copy of GS 130A-40 "Appointment of a local health director: in order to discuss the education and experience requirements for local health directors. He stated that GS130A-40 applies to Interim and permanent health director appointments. Following a brief discussion, upon a motion by Dr. Stroud and a second by Dr. Raybon, the board unanimously voted to extend the contract of Interim Health Director Wayne Raynor through September 2015.
- Jennifer Taylor reviewed the Bad Debt Write off report for the years 2012-2014. Motion was made by Mr. Raley and seconded by Dr. Stroud. The board voted unanimously to approve the Bad Debt Write off.
- Mr. Raynor presented a request to add RPR to services with a charge of \$11.00 which is the charge for a blood draw. A motion was made by Dr. Labib, seconded by Mr. Raley and the board voted unanimously to approve the RPR service charge.

Informal Discussion

There was no Informal Discussion

Adjourn

On a motion by Dr. Stroud the meeting adjourned at approximately 7:30 p.m.

Bob Davis

Bob Davis, Chair

8-18-15

Date

Bengie M. Hair 8/18/15

Bengie M. Hair, BSPA

Date