



Wayne Raynor, MPH
Health Director

SCOTLAND COUNTY HEALTH DEPARTMENT

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BOARD OF HEALTH MINUTES

Tuesday, May 17, 2016

6:30 P.M.

The Scotland County Board of Health met on Tuesday, May 17, 2016 at 6:30 p.m. in the Education Room, Scotland County Health Department. All members were present with the exception of Dr. Ray Chavis, Tiffany Graves, and Dr. Ralph Carter. Also in attendance were Mr. Raynor, Kathie Cox, Benita Mullis, Deborah Rogers, Felicia Faison, Tina Clark, Tim Martin, and Brian Lowry.

Call to Order

The meeting was called to order at 6:30 p.m. Mr. Matthews led the prayer.

Discussion/Revision of Agenda

There was no discussion of the Agenda.

Adoption of Agenda

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

Approval of Minutes of the April 19, 2016 Meeting

On a motion by Dr. Labib and a second by Dr. Stroud the minutes of the April 19, 2016 meeting were unanimously approved.

Public Comment

There was no public comment.

Administrative Reports

Fiscal Update

Tim Martin, Finance Officer reviewed the Financial Update for April. Mr. Martin stated the SCHD expenditures are at 70% which is 13% under budget, while revenue collections are at 60.9% which is 22.1% below budget.

Monthly Activities Summary

The Activities Summary was included in the BOH packet. Mr. Raynor gave a brief overview of the report.

Health Directors Report

Mr. Raynor presented the Health Directors report as follows with staff updating the Board on their respective departments.

Administration

- Health Directors Legal Conference
- Employee Appreciation Luncheon
- Webinar; Mandatory Reporting of Child Abuse and Neglect
- Board of Commissioners Budget Retreat

Personnel/Vital Records

- Received list of qualified applicants for the Health Director Position
- Working on electronic evaluation process

Health Education/Health Promotion

- April Outreach focused on National Public Health Week/Month, Rabies Clinics, STD Awareness and HD Services/Programs and Falls Prevention
- Media Outreach-WEWO and WLNC Radio and Laurinburg Exchange; SCHED FaceBook page, Electronic Billboard updated monthly
- CHA Surveys continue through May 6th (465 surveys completed so far)
- Received Letter of Approval from NCDHHS/DPH for SOTCH 2015 Report! No corrective action needed
- Scotland Community Diabetes Support Group Education Program-every 3rd Tuesday (Average of 23 participants)
- Trainings: Substance Abuse, Human Trafficking, Respiratory Training, and Diabetes A to Z Bootcamp

Fiscal Management

- Had a FY 16-17 Budget meeting with Kevin and Beth on April 21st
- DMA requiring more information regarding the FY15 Medicaid Cost Settlement
- Debt Set-off collections are picking up due to tax time.
- Fee Committee has met twice to determine fees for service for the upcoming year.

Management Support

- Numbers are down this month due to Physician Assistant at training the week of April 25th thru April 29th. STD Clinic blocked April 28th for FIT Testing with Preparedness and Response. Clinics blocked April 28th 8-12 for Family Planning/Human Trafficking training. Also blocked due to shortage of staff with all schedules.

Clinical

Family Planning

- Staff are completing the two required Annual Family Planning Trainings-Mandatory Reporting of Child Abuse and Human Trafficking.

Immunizations

- Alisa Freeman, Immunization Supervisor and Maria Roberts, Child Health Expanded Role Nurse attended a one day Immunization Regional Workshop in Raleigh N. C.

PCM/CC4C (Pregnancy Care Managers/Care Coordination for Children

- Care managers attended a Joint/Cross County OBCM Training in Robeson County.

WIC

- Participated in DSS Fun Day on April 23, 2016

Questions by the Board

There were none

Committee Reports

There were no Committee Reports.

Unfinished Business

There was no Unfinished Business

New Business

- A. Reduction in Ebola funds of \$5000.00 in FY 15-16. Funds to be rolled over to FY 16-17.-On a motion by Dr. Stroud and a second by Dr. Labib, the board voted unanimously to accept the reduction in Ebola funds.
- B. Transfer 2003 Chevy Tracker (VIN # 2CNBE13C636940736) TO DSS-On a motion by Mr. Matthews and a second by Dr. Labib, the board voted unanimously to accept the transfer of the 2003 Chevy Tracker to DSS.

Informal Discussion

- A brief discussion ensued concerning the underutilization of the extended hour's clinics. Tina Clark explained that the clinics are underutilized and asked that they be cancelled. On a motion by Dr. Stroud and a second by Mr. Todd vote was 7-1 in favor of suspending the evening clinics.

Adjourn

On a motion by Dr. Stroud the meeting adjourned at approximately 7:30 p.m. The Search Committee was asked to remain after the meeting to discuss the applicants for Health Director and set up interview times.

Bob Davis
Bob Davis, Chair

6-21-16
Date

Wayne Raynor 6/21/16
Wayne Raynor, MPH Date