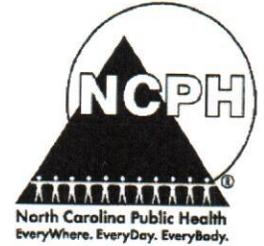




Wayne Raynor, MPH
Health Director

SCOTLAND COUNTY HEALTH DEPARTMENT

1405 West Boulevard • Post Office Box 69
Laurinburg, North Carolina 28353-0069
Phone (910) 277-2440 Fax (910) 277-2450



BOARD OF HEALTH MINUTES

Tuesday, October 20, 2015

6:30 P.M.

The Scotland County Board of Health met on Tuesday, October 20, 2015 at 6:30 p.m. in the Education Room, Scotland County Health Department. All members were present with the exception of Tiffany Graves. Also in attendance were Wayne Raynor, Health Director, Tim Martin, Tina Clark, Brian Lowry, Deborah Rogers and Benita Mullis.

Call to Order

The meeting was called to order at 6:30 p.m. Cordella Walker led 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 Mrs. Walker, the revised agenda was unanimously adopted as presented.

Approval of Minutes of the September 15, 2015 Meeting

On a motion by Mr. Matthews and a second by Dr. Labib the minutes of the September 15, 2015 meeting were unanimously approved as presented.

Public Comment

There was no public comment.

Administrative Reports

Fiscal Update

Tim Martin, Fiscal Management Supervisor reviewed the Financial Update for October 2015. Mr. Martin stated the SCHD expenditures are at 20.2% which is 5% under budget, while revenue collections are at 15.7% which is 9.3 % below budget. Mr. Martin also stated that Service Collections are at 13.6% which is 11.4% below budget. Dr. Raybon stated PCM is performing well. Upon question by Chairman Davis, Mr. Martin reported the Medicaid Cost Settlement money for 2011 in the amount of \$60,592.00 was received on Friday, October 16, 2015. Upon question by Mr. Raley, Mr. Martin explained that this money is for Medicaid services provided by the health department in 2011 and technically belongs to the health department. However, how those funds will be dispersed is up to the County because the County supported the health department in the absence of these funds.

Mr. Raynor explained that a needs list for the health department has been presented to the County Manager for items such as equipment, and upgrades and the expectation is that the requests will be honored.

Monthly Activities Summary

The Activities Summary was included in the BOH packet; Mr. Raynor reviewed several areas of the report. Dr. Raybon requested clarification of "other" as noted in the Activities Summary under Reportable Disease. Tina Clark responded there was one case of Hepatitis B in the county. Upon question by Mr. Davis, Tina Clark stated that we have 2 cases of TB in the county and nursing home visits are up due to visiting these patients. Tina also explained that Pregnancy Test Counseling numbers are incorrect, Benita stated that she will correct for next meeting.

Health Directors Report

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

ADMINISTRATION

- Accreditation-Mr. Raynor explained that we are currently 80% complete with Accreditation activities. Submission of completed items will be next week, resubmission of all items completed after the initial submission will take place mid-December.
- Needs assessment for the health department
- Follow up on 2011/2012 Medicaid Cost Settlement funds
- Webinar on FLSA Laws

Personnel/Vital Records

- Policy updates are almost completed
- Work on Accreditation continues
- Posted Health Director Position

Fiscal Management

- Billing has received training on new ICD-10 codes that began on October 1
- Steady flow of Maternal Health payments are now being received
- Agency Inventory has been completed. Old items will be sent to surplus
- Developed a budget for the \$60,592 in FY 11/12 Medicaid Funds
- Certified letter was sent to Division of Medical Assistance appealing the \$3038 adjustment per Steven Garner at DPH

Clinical

- Child Health Contract was completed; State funds were released to meet Child Health Coordinators objectives. Fourteen Child Health physical exams were completed in the month of September
- The Early Intervention Clinic has a total of twenty-two enrolled clients receiving HIV/AIDS medical care. Referrals are taken from physicians, patients, case management agencies and the hospital
- Twenty nine maternal health clients have completed their histories. Two clients have delivery dates the first week of October.
- Flu vaccines will be offered through May, 2016

Communicable Disease

- We currently have 2 cases of TB (Tuberculosis) in the county which requires DOT (directly observed therapy) by our TB Control Nurse. We also have one isolated case of Hepatitis A.

WIC

- WIC staff attended the Diabetes Support Group in September
- WIC information was distributed to 42 daycares and physicians' offices.
- CAP closeout visit with Regional Nutrition Consultant-no problems noted.

Environmental Health

- Policy updates
- Environmental Health Specialist Intern has completed field requirements for food and lodging, waiting for Regional Food Specialist work with her and give her authorization
- Animal Control Officer Adam Liles attended Euthanasia Training and attended a Rabies Conference
- Animal Control Officer Marc Brown attended Cruelty Investigation Training

Preparedness and Response

- A Full Scale Exercise is scheduled for October 26, 2015. We have requested and hope to have at least 100 volunteers participate in the POD (Point of Dispensing) exercise.
- David Hesselmeyer and Tina Clark will attend Medical Counter Measures and Operational Readiness Review conducted by the NC Office of Preparedness and Response. This is a measurement tool to gauge how well prepared the health department is for dispensing medications in the event of a disaster requiring Strategic National Stockpile Medications

Questions by the Board

There were none

Committee Reports

There were no Committee Reports.

Unfinished Business

There was no Unfinished Business

New Business

- A. Increase in State STD Prevention Funding-\$2000.00. On a motion by Dr. Stroud and a second by Dr. Labib the vote was unanimous to approve the receipt of funds.
- B. Decrease in State Title X Funding for Family Planning-\$2402.00. On a motion by Dr. Stroud and a second by Dr. Labib the vote was unanimous to accept the decrease in funds.
- C. Approval for a new LabCorp test HSV1 & 2 1gM-Cost \$96.50-On a motion by Mr. Raley and a second by Dr. Stroud the vote was unanimous to approve the new test fees.
- D. Receipt of Medicaid Cost Settlement FY 2011-\$60,592. On a motion by Dr. Stroud and a second by Mr. Raley the vote was unanimous to approve the receipt of funds.

- E. Approval to receive Medicaid Cost Settlement FY 2012-\$40,361-(For information only, will approve when funds are received).
- F. Review and approval of the Setting of Fees Based on Service Cost Policy-On a motion by Dr. Labib and a second by Mr. Matthews the vote was unanimous to approve the policy.
- G. Review and approval of the Fee and Billing Policy-on a motion by Dr. Stroud and a second by Dr. Labib the vote was unanimous to approve the policy.
- H. Strategic Plan Updates- Mr. Raynor presented the updates to the Strategic Plan outlining goals and the purpose of the plan and progress made this year. Upon question by Mr. Matthews, Mr. Raynor stated that he is satisfied with the progress of the SCHD.
- I. Review of the Health Directors Job Description-On a motion by Mr. Raley and a second by Dr. Stroud the vote was unanimous to approve the Health Directors Job Description.
- J. Approval of the Policy on Policies-on a motion by Dr. Stroud and a second by Dr. Raybon the vote was unanimous to approve the Policy on Policies.
- K. Approval of the Utilization of Legal Services Policy-On a motion by Dr. Labib and a second by Dr. Raybon, the vote was unanimous to approve the policy.
- L. Community Surveys-Tina Clark reviewed the results of the community surveys. Ms. Clark explained the purpose of the surveys, where they can be found and the actions to be taken in response to the surveys.
- M. Customer Surveys-Tina Clark also reviewed the Customer Service Surveys as well as the Smoke Free Parks survey

Informal Discussion

There was no Informal Discussion

Adjourn

On a motion by Dr. Stroud the meeting adjourned at approximately 7:40 p.m.

Bob Davis

Bob Davis, Chair

11-17-15

Date

Wayne Raynor 11/17/15

Wayne Raynor, MPH

Date