

**WILKES COUNTY BOARD OF HEALTH
MEETING MINUTES**

June 8, 2015

The Wilkes County Board of Health held a regular business meeting Monday, June 8, 2015 at 5:30 p.m. in the Wilkes County Health Department Conference Room. Board of Health members attending were:

Mr. Don Manus, Chair
Dr. Joe Fesperman
Ms. Eyda Bennett
Ms. Teana Compeau
Mr. Carl Page
Ms. Brenda Sales
Ms. Sandra Sheppard

Ms. Ann Absher & Ms. April Edwards were also in attendance. (Prior to the June meeting, packets containing the materials to be discussed were mailed to each Wilkes County Board of Health member for review.)

Adoption of Agenda:

Mr. Don Manus, Chair, called the meeting to order, but delayed the adoption of the agenda and approval of minutes until quorum arrives shortly. Mr. Manus asked that Ms. Absher go ahead and begin with the Administrative Report

Administrative Report:

Legislative Update

Ms. Absher discussed the handout in the packet with the update so far from Chris Hoke who is the attorney for Public Health on the state level. The legislature is still in session. Many of the bills have been filed and are waiting for action. Ms. Absher stated that there are action/Bills going on the House side and the Senate side, but they are in the middle of “crossover”; things have been approved on each side, but now there’s a wait for those to merge.

Seating for Food Stands: Ms. Absher stated that one of the Bills pertaining to Public Health which appears that it will pass is the “Food Stands” which would allow seating up to 8 people, which is somewhat controversial because they will not have to obtain permits which would require restrooms and hand-washing facilities

Private permit option for onsite wastewater: Ms. Absher also spoke to the “Private Permit Option” for systems to be approved by “Soil-Scientists” or “Engineers”, rather than going thru the usual permit process using our “Environmental Health Specialists”. A Soil-Scientist who has been licensed/approved in the state of NC would be able to draw up and approve plans for

customers. Ms. Absher stated that she feels this could impact big businesses, manufacturing, etc. who typically use engineers or soil scientists but anyone could choose this option. This private option permit would allow people to avoid health department fees except for the 10% of the fee to file the permit. Don Manus, Chair, what kind of business might be impacted. Ms. Absher stated for example it could affect buildings, such as condos on the coast; whereas, now size of system is based on the size and number of bathrooms for example, this option could allow engineers to approve based on other approved measures. *Minor's Consent law changes:* Ms. Absher stated there was an attempt to make changes in this law, which gives teenagers the ability to receive prenatal care, mental health treatment, family planning services; the language that was concerning to public health was removed from the law and hopefully, that will not be put back in again. Sandy Shepherd spoke to changes being made at the hospital with some of their consent policies, based on this law. Ms. Absher stated that she thought the changes now to this law had to do with mental health treatment, but we do not provide mental health services in the health department. *Reporting of addicted babies:* There is a bill in there to have a reporting mechanism for babies who are born with addiction in our state to protective services. *Healthy Corner Store initiative:* There is a part of HB 97, if it passes; the House version would provide a provision to fund a "healthy store" initiative with one million dollars that would provide equipment and support for vendors to open up and offer fresh fruits and vegetables at corner stores and this would be a great incentive for local farmers to sell their fruits and vegetables.

Budget Items affecting Public Health.

Reduction in per member per month rates for CC4C and OB care management: "DMA" (Division of Medical Assistance), our Medicaid Program, every 2 years have experienced short-fall, so for our "Care Coordination for Children"(CC4C) & for our "OB Case Management" (OBCM) programs, where we get paid a certain amount per member, per month, those rate have been reduced 5% for this year, and another 5% reduction next year, and another 5% reduction in 2016-2017, for a 15% total reduction per "DMA". In addition, we understand that DMA's actuary will conduct an in-house review of all seven per member per month (PMPM) rates including CC4C and OBCM within 90 days. DPH does not know why this is occurring and what additional plans DMA may have with regard to this activity. *Medicaid Cost settlement:* DMA also projects to reduce our cost-settlement; they do not want to finalize the cost settlement "method of calculation", which was already approved for the 2011 and 2012 settlements, so we are negotiating with DMA. Steven Garner, who does all cost-settlements for health departments, is our DPH cost settlement person. The estimate is that this cut would be a \$30 million dollar cut for public health in N.C. We would normally know how much we would be receiving by now, but due to this formula change, we don't. There are some health departments that are relying on those dollars for this year's budget, but we always budget it in the next fiscal year so it will impact us next year. Dave Richards, new Director of DMA, has started and Danny Staley, Division Director for DPH will be meeting with him in the next couple of weeks and hopefully, we can settle this dispute soon; however, it may not take place until next year.

Adoption of Agenda:

Don Manus, Chair, @ 5:45 p.m. announced that we now have a quorum, so we will now go into the adoption of the agenda, which has no modifications from the original. Motion to adopt the Agenda: Brenda Sales made the motion to approve the agenda and Eyda Bennett seconded and unanimously approved by all Wilkes County Board of Health Members.

Approval of Minutes:

A motion was made by Joe Fesperman to approve the April 13, 2015 minutes; seconded by Carl Page and unanimously approved by all Wilkes County Board of Health members.

BOH Annual Policy Review:

For the Board of Health annual policy review; all board members were provided a packet with copies of all policies to be reviewed. Ms. Absher suggested we review all policies, and then vote on each as a group. Ms. Absher stated that these policies had recently been reviewed due to accreditation, so there would not be many changes since that time. Ms. Absher announced to the board, once again that the Wilkes County Health Department did meet 146 out of 147 activities for reaccreditation; the one activity we did not meet was consistent documentation of calibration of a blood pressure cuffs according to our policy.

- **BOH Overall Operations:** Ms. Absher stated that the only changes occur on Pg. 6 of 6, it still stated Board of Health bylaws; whereas, we currently go by “Operating Procedures”.
- **BOH Operating Procedures:** Have been in effect since 2011 with no recommended changes.
- **Policy on Policies:** This policy was updated in December, 2014 with no recommended changes.
- **Community Health Improvement:** This policy was updated in September, 2014 with no recommended changes.
- **Fee Policy and Internal controls for cash receipts:** Request that we increase bad-debt write off to every six months. This makes it easier to manage for management support staff and patients who have bad debt to make payments. January and July will be the months to run to bring to Board of Health in February and August each six months.
- **Patient Eligibility:** Ms. Absher requested that we change the Health Care Connection guidelines to match the hospital guidelines. Our eligibility is at 200%. Hospital guideline for coverage begins at 100%. There was discussion about this and Dr. Fesperman asked we get a report from Armando Limon, Social Worker for this program on the affect due to the difference in eligibility requirements. Dr. Fesperman asked for specific information to be presented at the next meeting. Ms. Absher did not have specific numbers of who this impacted available to answer this question. She will ask Mr. Limon to present at the next Board of Health Meeting. There was also a request to take out the Care Connection Pharmacy eligibility from our policy since that is a hospital department and not a health department one. Another change is in eligibility for Rabies

exposure treatment. The state is now the payor of last resort to cover indigent and we must use the CDC first for coverage. This is an issue for exposures because the CDC approves through a drug company that supplies the drug and it takes several weeks to get those approvals if at all. This policy will not be approved until the questions are answered at the next meeting.

- **Organizational/Strategic Planning:** This policy has no recommended changes.
- **Replacement of Equipment:** This policy was updated in December, 2014 so there are no recommended changes.
- **Tobacco-Free buildings/Grounds/Cars/Functions:** This policy was updated in August, 2014 so no recommended changes.
- **Immunization Policy for WCHD Employees:** We updated to add influenza vaccine a mandatory requirement last year. We would like to add the cut -off date of May 1 for new employees for that flu season since the vaccine expires June 1 each year. The flu season is usually over by this time.

Dr. Fesperman made a motion to approve the policy and procedure reviews except for the Patient Eligibility policy and Ms. Sandy Sheppard seconded with unanimous approval by all the Board of Health members.

Update on Grants:

- WCHD received the Office of Rural Health Grant to improve access to primary care for uninsured and underinsured. The grant will allow staffing to expand hours to add an evening clinic, use MESH in the middle schools on Fridays, and provide group visits for chronic disease patients.
- MESH received a Challenge Grant from the Health Foundation up to \$10,000 for our annual letter writing fund raising event for MESH.
- Diabetes Consultant grant from state to expand our dietitians to work with two health department regions.
- Grant from federal preparedness to expand plans for EBOLA response in the community.
- Diabetes Center received a United Way Venture grant to develop a training kitchen for classes with our patients.

Update on Consolidation discussion: It is on the Commissioner's agenda to take over the DSS Board under option one. This would not be a consolidation.

Budget Approval for next year: Changes from submitted budget

- 5% increase in insurance rates to county
- General travel decreased from \$12,000 to \$9,000. The increase was for a grant.
- Two county cars requested were not approved.
- New position was not approved but taking another old unfilled position to cover this work. Salary was approved.

Committee Reports

No committee reports

Unfinished Business:

None

New Business:

- **BOH Members sign “Annual Conflict of Interest” statements:** These were distributed in the packets. Questions were answered. Ms. Edwards will obtain these from members not present.
- **Planning: Community Health Needs Assessment for 2016:** This process has begun. We are collecting information from vendors to compile our report and analyze data. Dr. Fesperman asks about the costs. The health department, hospital and Health Foundation will share the cost. It cost us \$25,000 the last cycle when UNC-G did the report. If we use the consultant, Sheila Pfeander our costs should be less. She has many years of experience. Our report is due to the state on March, 2016. The hospital report is due June, 2016.

Public Concerns:

There were no public concerns.

Next Meeting Date: October 12, 2015 at 5:30 pm. This is our annual Board of Health Training

The meeting adjourned at 7:00 pm.

Minutes respectfully submitted by,

Ann Absher, MPH Health Director

Mr. Don Manus, Chairman, Board of Health