

## **Wilkes County Board of Health Meeting Minutes**

**December 14, 2015**

The Wilkes County Board of Health held a regular business meeting Monday, December 14, 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, Vice Chair  
Ms. Teana Compeau  
Dr. Robbins Miller  
Mr. Carl Page  
Dr. Robert Ricketts  
Ms. Brenda Sales  
Ms. Sandra Sheppard  
Mr. David Gambill, Jr.  
Dr. Robert Taylor  
Ms. Eyda Bennett

Ms. Ann Absher was also in attendance. (Prior to the December meeting, packets containing the materials to be discussed were mailed to each Wilkes County Board of Health member for review.) Also was Rachel Willard, Health Promotion Coordinator, and Debbie Nicholson, Director of Nursing.

### ***Recognition***

Ms. Absher gave special recognition to Dr. Robert Taylor and Ms. Brenda Sales for nine years of service on the Wilkes County Board of Health. She also recognized Ms. Eyda Bennett for her eight years of service to the Board of Health.

### ***Adoption of Agenda***

Mr. Don Manus, Chair, called the meeting to order. Ms. Absher introduced Rachel Willard who is in attendance to provide an update on the Community Health Needs Assessment. Ms. Absher also introduced Debbie Nicholson who is in attendance to present on Patient Centered Medical Homes and a Komen Grant update. A motion was made by Joe Fesperman to approve the December 14, 2015 agenda; seconded by Teana Compeau and unanimously approved by all Wilkes County Board of Health Members.

### ***Adoption of Minutes from October 12, 2015 meeting***

A motion was made by Robert Ricketts to approve the October 12, 2015 minutes; seconded by Eyda Bennett and unanimously approved by all Wilkes County Board of Health members.

### ***Administrative Report***

**Patient Centered Medical Home Status-** Ms. Debbie Nicholson presented to the Wilkes County Board of Health members.

A patient centered medical home (PCMH) is a model of care that emphasizes care coordination and communication. The PCMH is the most widely adopted model for transforming care practices. The model advances the “triple aim” of higher quality, better patient experience, and cost containment. In 2014 the PCMH had 6 standards of care (patient centered access, team based care, population health management, care management and support, care coordination and care

transitions, and performance measurement and quality) with one overall score. Through this process Wilkes County Health Department has developed a new policy manual based on the requirements for documentation. The following items are required for documentation: 1) Documentation Process- Policies and Procedures 2) Reports- aggregated data showing evidence of action 3) Records- medical records and logs and 4) Materials- pamphlets, educational tools, self-management tools. Ms. Nicholson concluded with the plan to submit documentation in December and then receive NCAQ PCMH Certification Level 3. Ms. Nicholson noted that level 3 is the highest level you can obtain.

**Breast Cancer Triad Affiliate Update Komen-** Ms. Debbie Nicholson presented to the Wilkes County Board of Health members.

Ms. Nicholson mentioned that this was the first time in six years that the health department did not receive funding. She also mentioned that the WCHD was approved, but was not funded due to fundraising dollars being decreased this year. Since 2011 the breast cancer incidence rate decreased by 30%, and Wilkes County had the lowest rate in the 11 county region. Again, since 2011 the breast cancer mortality rate has decreased by 49%, and Wilkes County moved from the 8<sup>th</sup> highest rate to having the lowest. Wilkes County was the only one out of the 11 county region to meet both Healthy People 2020 objectives. Ms. Nicholson mentioned that they applied for the \$25,000.00 2016-2017 Komen Grant on December 3, 2015. It was noted that the WCHD received a grant from the Women's Circle to provide 13 mammograms, to try to help fill in the gap from the lost Komen money.

**2015 CHNA Preliminary Report and Priorities-** Ms. Rachel Willard presented to the Wilkes County Board of Health members. The power point presentation was included in the packet.

Ms. Willard provided an overview of the data that Sheila Pfeander, WCHD CHNA Consultant, shared at the November 17, 2015 stakeholder meeting. Ms. Willard reviewed the demographic data, socioeconomic findings, health issues, pregnancy rates, infant mortality rates, life expectancy, leading causes of death, cancer trends adult and child obesity trends, mental health discharges and community health issues identified on the assessments, environmental health concerns, services needing improvement. Ms. Willard also addressed the stakeholder forum and next steps for the CHNA. The BOH members were invited to complete the priority activity sheet. Ms. Willard asked that any priority answers be e-mailed or faxed to Ms. April Edwards or herself.

**2015 Update on Strategic Plan Goals--** Ms. Absher reviewed the strategic plan sharing accomplishments and revisions for the current year. The in-depth Strategic Plan update was included in the board of health packet. The highlights include:

- Implementation of Mental Health First Aid training through CareNet Counseling
- Receipt of two grants to improve access to care
- Implement EBT at farmer's markets
- BMI measurements reinstated in the schools through Fitness Gram
- Implement Brenner Fit and Brenner Academy in early 2016 through tele-health
- ICD 10 training and implementation in October, 2015
- Additional breast feeding room added for employees
- Patagonia EMR implemented for diabetes and MNT
- Reaccreditation achieved for four years.
- Septic permit portal for Environmental Health to be implemented next year.
- Food code standard 5 to be implemented in 2016.
- Patient portal for patient access implemented in 2015.

Ms. Absher also noted that a new strategic plan would be developed after the CHNA process is completed is complete and new priorities and strategies are developed.

**Update on several grant opportunities-** Ms. Ann Absher presented to the Wilkes County Board of Health members.

*Federally Qualified Health Center (FQHC)*

- Ms. Absher discussed that WCHD is working with a consultant to pull data to see if we meet the scoring requirements for a FQHC. She noted that we should have the results by Christmas. The total cost for the consultant will be between \$1,500.00 and \$2,500.00 to do this assessment. The goal is to help us determine if we need to move forward with writing the FQHC grant or if we should stop. Ms. Absher mentioned that we did conduct “pre-scoring” and only scored average. Now, the consultant is pulling zip code specific data to see if we can raise the score.

*Maternal Child Health Planning Grant*

Ms. Absher mentioned that Wilkes County is above the state infant rate. Due to the high state infant mortality rate, the General Assembly has approved funding to help combat infant mortality and birth outcomes. Wilkes County has received \$20,000.00 to pull together a coalition to focus on infant mortality, birth outcomes, or overall health for children 0-5. Ms. Absher also noted that the plan is to apply for a regional grant once this funding cycle is complete.

*Duke Endowment Grants*

- Ms. Absher mentioned that Wilkes Regional Medical Center has received a total of \$450,000.00 over the next three years through the Healthy People Healthy Carolina grant. The Health Foundation is taking the lead on the initiative. Wilkes County was one of the five counties to receive funding. This is also the first cohort of counties to receive this funding. Ms. Absher also mentioned that we had our first conference call with our coaches today to discuss the grant.
- Ms. Absher also discussed another opportunity through the Duke Endowment. Alongside Wilkes County Public Health Dental Clinic, WCHD just wrote a grant to increase the sealant rate. Ms. Absher mentioned that Wilkes County has an 87% sealant rate compared to an average of 26% in the state.

**Committee Reports**

*Board of Health Appointments and Reappointments*

- Ms. Absher mentioned that the County Commissioners approved the new appointments and reappointments. She also noted that the new appointments will have orientation in January, and will be present at the February meeting.

*Establish Committee for Health Director Performance Appraisal*

- Don Manus mentioned that they needed three members to sit on the committee. The three members that will serve are: Don Manus, Dr. Joe Fesperman, and Mr. Carl Page.

*Nominating Committee for Officers to BOH*

- Don Manus reminded the board that he is the current chair and Dr. Joe Fesperman is the current Vice Chair. Mr. Manus said he was willing to serve again next year, but will start his 9<sup>th</sup> year. Dr. Joe Fesperman also mentioned he was willing to serve as the Vice Chair again next year. The group discussed electing the Chair and Vice Chair in the February meeting to allow the new appointments to vote. Dr. Robbins Miller motioned to vote on the nominations in the February meeting; seconded by Carl Page and unanimously approved by all Wilkes County Board of Health Members.

***Unfinished Business***

The Board of Health had no unfinished business.

***New Business***

***Heightened Safety Awareness/Policies***

Ms. Absher brought up safety awareness to the members in light of the San Bernardino, California event. Due to it being a public health place, it has hit home and WCHD is looking at heightening our safety procedures. Ms. Absher stated that she asked David Carson at the Sheriff's Office to come conduct a walk through at the health department. She also mentioned that the health department is looking at installing panic button. Ms. Absher also mentioned that Duke Power will be installing four lights to help illuminate the parking lot. This will help with our patients and staff who participate in the After-Hours Clinic. Chairman Manus suggested providing staff with more training. Mr. Page suggested having a police officer make an appearance in the waiting room and clinic halls every so often. It was also brought up to see if an officer could be present at 7:00 pm when the clinic closed to help provide extra safety to our staff. Dr. Ricketts expressed concern that we do not want to intimidate our patients.

***Public Concerns***

There were no public concerns.

***Next Meeting Date***

The next Board of Health meeting will be February 8<sup>th</sup> at 5:30 pm in the Wilkes County Health Department Conference Room. Dr. Joe Fesperman motioned to adjourn the meeting, seconded by Teana Compeau and unanimously approved by all Board of Health Members. The meeting adjourned at 7:30 pm.

Minutes respectively submitted by,



Ann Absher, Health Director

Secretary to Board of Health



Mr. Don Manus, Chairman