

ALAMANCE COUNTY BOARD OF HEALTH

Minutes

Regular Meeting of the Board of Health

October 21, 2008

The Alamance County Board of Health met at 6:30 p.m. on Tuesday, October 21, 2008, in the Professional Board Room (Room S-118) of the Human Services Center located at 319-B North Graham-Hopedale Road, Burlington, North Carolina.

The following board members were present: Dr. Britt Causey, Dr. Donald Courtney, Dr. Reid Woodard, Ms. Lynda Puckett and Mr. Michael Venable.

The following staff members were present: Mr. Barry Bass, Dr. Isa Cheren, Mr. Carl Carroll, Ms. Christy Bradsher, Ms. Janet Clayton, Ms. Angie Davis and Ms. Janna Elliott.

Guests present: Ms. Kim Jernigan and Mr. Bob Boyer with *Burlington Times-News*.

I. Call to Order and Introductions

Dr. Reid Woodard called the meeting to order at 6:35 p.m.

Mr. Barry Bass introduced new staff members. Ms. Janet Clayton began employment on October 1, 2008, as Administrative Assistant I/Clerical Supervisor. She has 26 years of experience with Alamance County. Ms. Angie Davis began employment on August 25, 2008, as Processing Assistant III in Finance. She is returning to Alamance County Health Department after another employment opportunity.

Dr. Woodard introduced Mr. Bob Boyer with the *Burlington Times-News* as well as Ms. Kim Jernigan, Alamance County's Public Health Dental Hygienist.

II. New Board of Health Members

Dr. Woodard welcomed newly appointed Board of Health members Ms. Lynda Puckett and Mr. Michael Venable. Ms. Puckett is appointed to the Registered Nurse position and Mr. Venable is appointed to the Engineer position. Ms. Puckett and Mr. Venable were administered the oath of office by Ms. Janna Elliott.

III. Approval of the August 19, 2008, Board of Health Minutes

A motion was made by Dr. Donald Courtney to approve the Board of Health August 19, 2008, minutes. The motion was seconded by Dr. Britt Causey and approved unanimously by the board.

IV. Dental Health Presentation

Ms. Kim Jernigan thanked the board for providing her with the opportunity to present information about the dental health program in Alamance County. Ms. Jernigan distributed the 2006-07 Calibrated School Data, the 2008-09 Annual County Plan and The Oral Report.

Board members thanked Ms. Jernigan for her presentation and for her work in the community.

V. Administrative Report

A. Personnel Update

Ms. Christy Bradsher provided the board with the following Personnel Update:

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PERSONNEL UPDATE

New Hires:

- Angela Davis began employment as Processing Assistant III – Finance, replacing Peggy Malone-Scurry, on August 25, 2008
- Janet Clayton began employment as Administrative Assistant I, replacing Hendrix Valenzuela, on October 1, 2008

Transfers / Resignations:

- Marilyn Burns, Public Health Nursing Director III, will be retiring effective December 31, 2008

Recruiting to fill the following positions:

- Processing Assistant III – WIC Lab, replacing Rebecca Brekke
- Public Health Educator III, replacing Kathy Colville
- Processing Assistant III – Maternity (75%), replacing Brenda Justice
- Program Assistant V – MIMR, new position created under the MIMR grant

The following positions have been frozen until December 31, 2008:

- Human Services Planner/Evaluator II, replacing Kathy Colville
- Physician IIIA (40%), replacing Ruth Petersen, MD
- Physician Extender II (75%), replacing Rebecca Owens
- Public Health Nurse I, replacing Julie Zipf
- Public Health Nurse I (50%), replacing Lauren Jourdan
- Environmental Health Specialist, replacing Tonya Randell

B. Budget Amendments/Transfers

Ms. Christy Bradsher presented the Health, WIC and Dental amendments and transfers 2 through 5 for the 2008-2009 fiscal year for board approval.

ACCOUNT CODE	DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REV. NO.	2		DEPT. NAME:	WIC
STATE BUDGET:	General		TRANSFER:	
			AMENDMENT:	X
Expenditures:				
110-5150-239	WIC	22,513.33	22,513.33	22,513.33
110-5150-241	WIC	22,513.34	22,513.34	22,513.34
110-5150-260	WIC	22,513.33	22,513.33	22,513.33
Revenue:				
110-3515-300	WIC	67,540.00	67,540.00	67,540.00
Explanation:	Increase in funding due to a steady increase in WIC caseload.			
ACCOUNT CODE	DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REV. NO.	3		DEPT. NAME:	Health
STATE BUDGET:	General		TRANSFER:	X
			AMENDMENT:	
Expenditures:				
110-5150-120	WIC Salaries & Wages	-39,700.00	-39,700.00	-39,700.00
-				
110-5110-120	Health Salaries & Wages	39,700.00	39,700.00	39,700.00
Explanation:	Budget transfer to reimburse health department for WIC administration costs.			
ACCOUNT CODE	DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REV. NO.	4		DEPT. NAME:	Health
STATE BUDGET:	General		TRANSFER:	
			AMENDMENT:	X
Expenditures:				
110-5110-239	WIC	23,358.00	23,358.00	23,358.00
Revenue:				
110-5150-239	WIC	23,358.00	23,358.00	23,358.00
Explanation:	Increase in funding due to a steady increase in WIC caseload.			
ACCOUNT CODE	DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REV. NO.	5		DEPT. NAME:	Health
STATE BUDGET:	General		TRANSFER:	X
			AMENDMENT:	
Expenditures:				
110-5110-239	Medical Scientific Supplies	-13,000.00	-13,000.00	-13,000.00
-				
110-5110-510	Capital Outlay-Equipment	13,000.00	13,000.00	13,000.00
Explanation:	Transfer needed to purchase two new vaccine refrigerators. Current vaccine refrigerators no longer maintain proper temperature, and the doors do not completely shut.			

A motion was made by Dr. Causey to approve the Health, WIC and Dental budget amendments and transfers 2 through 5 for the 2008-09 fiscal year. The motion was seconded by Dr. Courtney and was approved by the board unanimously.

VI. Personal Health Committee Report

Dr. Woodard, Chairman of the Personal Health Committee, presented the minutes from the September 16, 2008, Personal Health Committee meeting.

Mr. Bass thanked the *Burlington Times-News* for its assistance in publishing information regarding the recent Tdap clinics.

VII. Environmental Health Committee Report

Mr. Carl Carroll presented the minutes from the September 16, 2008, Environmental Health meeting.

VIII. Environmental Health Update

Mr. Carroll informed the board that Environmental Health will host a rabies clinic on November 1, 2008, from 9:00 am until 1:00 pm with a cost of \$5.00 per dog or cat. Four local veterinary practices are holding rabies clinics during the week of November 3 – 8.

Mr. Carroll reported that there have been three documented cases of rabies in animals in Alamance County during 2008. There have been 342 cases in North Carolina in 2008, down from 419 in 2007.

IX. Medical Director's Report

Dr. Isa Cheren reported that there was a recent EPI investigation concerning students at Elon University. There were several hospital admissions for symptoms including bloody diarrhea, but this was deemed to be a seasonal clustering without a specific organism identified as the cause.

Dr. Cheren informed the board that the number of clients seen in the maternity, women's health and STD clinics dropped significantly in August, but has picked back up. The drop was due to a shortage of staff. The wait period is currently six weeks for new women's health patients.

Women's health procedures have resumed, since staff have returned to their positions.

X. Health Director's Report

Mr. Bass discussed that the Health Department will host flu clinics on Wednesdays in November, beginning November 5. Mr. Bass reported that practices in the community are charging \$25-30 per dose. He recommended the board approve a fee of \$25 per Influenza vaccine and \$30 per Pneumococcal vaccine. The board discussed the increase from \$20 per flu shot last year and requested reimbursement rate information. Ms. Bradsher researched that the current Medicaid reimbursement rate for the flu vaccine is \$17.37 and \$27.03 for the pneumococcal vaccine. Ms. Bradsher stated that it is customary to add 30% to the reimbursement rate to recoup shipping and administration expenses.

A motion was made by Dr. Donald Courtney to charge \$25 per Influenza vaccine and \$30 per Pneumococcal vaccine. The motion was seconded by Dr. Britt Causey and approved unanimously by the board.

Mr. Bass informed the board that County Manager David Smith has frozen all out of state travel (with the exception of travel that was approved prior to this mandate). Only essential travel within the state will be approved. Mr. Smith has kept the hiring freeze in place until December 31, 2008. He has requested that each department voluntarily cut its budget by 2% and has placed a limit on spending. Purchases over \$500 require his approval.

Ms. Bass stated that the Department of Health and Human Services has cut \$85,000,000 out of its current budget, \$13,000,000 of which is for the Department of Public Health. This will result in approximately 10% decrease in Medicaid cost settlement.

Mr. Bass invited board members to attend the Dental Clinic's 10th Anniversary reception on Thursday, October 30, from 4:30 – 6:30 pm.

Mr. Bass stated that he will be serving on a study involving the human health aspects of biosolids/sludge (the end product at the waste treatment facility).

Mr. Bass informed the board that Dr. Shapley-Quinn and Ms. Saxer were reinstated to full duty in their positions effective September 9, 2008. No criminal charges were filed against either individual and the investigation has been closed.

Mr. Bass stated that he will be out of the office October 25-30 at a Public Health Incubator seminar in San Diego. No county funds are being used for this travel. Dr. Cheren will be attending a CME course in Atlanta during the same time, but this was approved prior to the travel freeze.

Mr. Bass reported that the \$9,000,000 SAMHSA grant was awarded. This is a six-year federal grant from the Substance Abuse and Mental Health Services Administration (SAMHSA) written by Mental Health in conjunction with the Health Department and the Department of Social Services.

Mr. Bass discussed that the dental clinic has applied for a Community Health grant to help fight childhood obesity. Under this grant, the dental clinic would begin taking height and weight measurements when children come for dental appointments. Those children who are trending toward being overweight/obese would be referred to the Center for Healthy Living for counseling/planning.

Mr. Bass informed the board that the Health Department will be holding a Staff Development Day on October 22 at Lake Mackintosh clubhouse. This day will be spent with HIPAA and Title 6 trainings, a presentation by the Gang Taskforce and a discussion of the book, *Blue*.

Mr. Bass briefly discussed the book, *Blue*. Board of Health members have been given a copy of this book. It is the selection for the Alamance Reads program and is an excellent book detailing the polio epidemic in the 1940s.

Mr. Bass requested that the board go into closed session to discuss a personnel matter.

The meeting went into closed session per N.C. General Statute 143-318.11 (a) (6) at 9:04 p.m. on a motion by Dr. Courtney for the purpose of discussing a personnel issue. The motion was seconded by Dr. Causey.

The closed session adjourned into open session on a motion by Mr. Michael Venable and second by Dr. Causey.

Dr. Woodard announced that no action was taken during the closed session.

XI. Old Business

Dr. Woodard mentioned that the board will review the Service Eligibility Policy at the December meeting. He encouraged all members to take a copy of the policy to review it and be prepared to discuss.

XII. New Business

The Personal Health Committee was appointed to serve as the Awards Committee and will meet following the Personal Health Committee meeting on November 18, 2008, at 6:00 pm.

XIII. Adjournment

The Environmental Health Committee will meet on Monday, November 10, 2008, at 12:00 pm.

The Personal Health Committee will meet on Tuesday, November 18, 2008, at 6:00 pm.

The next regular meeting of the Board will be held on Tuesday, December 16, 2008, at 6:30 p.m.

With no further action or discussion, the meeting adjourned at 8:11 p.m.

ALAMANCE COUNTY BOARD OF HEALTH

Dr. Reid Woodard, Acting Chairman

Mr. Joseph B. Bass, Jr., Secretary