

# **ALAMANCE COUNTY BOARD OF HEALTH**

## **Minutes**

### **Regular Meeting of the Board of Health**

**August 17, 2010**

The Alamance County Board of Health met at 6:30 p.m. on Tuesday, August 17, 2010, in the Professional Board Room of the Human Services Center located at 319-B North Graham-Hopedale Road, Burlington, North Carolina.

The following board members were present: Dr. Reid Woodard, Chairman, Dr. Donald Courtney, Dr. Kary Dodd, Mr. Chad Huffine, Mr. Kent Tapscott, Mr. Michael Venable and Mr. Charles Wilson.

The following staff members were present: Mr. Barry Bass, Ms. Christy Bradsher, Ms. Terri Craver, Ms. Nancy Sartin, Dr. Kathleen Shapley-Quinn, Ms. Michele Herbek and Ms. Janna Elliott.

#### **I. Call to Order and Introductions**

Dr. Reid Woodard, Chairman, called the meeting to order at 6:29 pm. Board members and staff introduced themselves.

#### **II. Oath of Office for New Board of Health Member**

Dr. Kary V. Dodd, newly appointed Dentist on the board, was administered the oath of office by Ms. Janna Elliott.

#### **III. Certificate of Achievement Presentation**

Dr. Donald Courtney presented a Certificate of Achievement to Ms. Terri Craver, Environmental Health Supervisor, for Alamance County Environmental Health's outstanding commitment to the continuous improvement of the retail food regulatory program as demonstrated by enrollment in the FDA Voluntary National Retail Food Regulatory Program Standards.

#### **IV. Approval of the June 15, 2010, Board of Health Minutes**

***A motion was made by Dr. Donald Courtney to approve the June 15, 2010, Board of Health minutes. The motion was seconded by Mr. Kent Tapscott and approved unanimously by the board.***

**V. Public Comment**

No public comments were made.

**VI. Administrative Reports****A. Personnel Update**

Ms. Janna Elliott provided the board with the following Personnel Update:

August 17, 2010

**PERSONNEL UPDATE*****New Hires / Transfers / Resignations:***

- Mollie Todd transferred to the vacant Public Health Nurse II – Communicable Disease Coordinator position, replacing Tammi Deal, effective June 21, 2010.
- Courtnie Carter began employment July 7, 2010, as a part-time WIC Breastfeeding Peer Counselor, working 20 hours per week.
- Naomi Garcia began employment July 7, 2010, as a part-time WIC Breastfeeding Peer Counselor, working 20 hours per week.
- Lorena Gomez began employment July 7, 2010, as the full-time WIC Breastfeeding Peer Counselor.
- Connie Alfano transferred to the vacant Public Health Nurse II – Postpartum Home Visit Nurse position, replacing Mollie Todd, effective August 1, 2010.

***Recruiting to fill the following positions:***

- Public Health Nurse II – Maternity Coordinator, replacing Connie Alfano
- Licensed Clinical Social Worker, replacing Aimee Vandemark
- Dentist I, replacing Roberta Osborn (this position is now a full-time position)
- Public Health Nurse I (50%), replacing Kelly Mendenhall

***Vacant positions:***

- Public Health Nursing Director III, replacing Debra Garrett
- Foreign Language Interpreter II – WIC, replacing Maria Oakley

**B. Budget Amendments/Transfers**

Ms. Bradsher presented the Health, WIC and Dental amendments and transfers 34 - 37 for the 2009 - 2010 fiscal year for board approval:

<b>Budget Amendments and Transfers FYE 10</b>				
ACCOUNT CODE	DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REV. NO.	34		DEPT. NAME:	WIC
STATE BUDGET:	WIC		TRANSFER:	X
			AMENDMENT:	
<u>Expenditures:</u>				
110-5150-239	Medical & Scientific Supplies	-14,000.00	-14,000.00	-14,000.00
110-5150-440	Contracted Services	14,000.00	14,000.00	14,000.00
Explanation:	Transfer to cover contracted services for remainder of fiscal year.			
ACCOUNT CODE	DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REV. NO.	35		DEPT. NAME:	Health
STATE BUDGET:	Health		TRANSFER:	X
			AMENDMENT:	
<u>Expenditures:</u>				
110-5110-239	Medical & Scientific Supplies	-3,600.00	-3,600.00	-3,600.00
110-5110-220	Computer Supplies	3,600.00	3,600.00	3,600.00
110-5110-239	Medical & Scientific Supplies	-1,300.00	-1,300.00	-1,300.00
110-5110-313	Maternity-Transportation	1,300.00	1,300.00	1,300.00
110-5110-239	Medical & Scientific Supplies	-2,100.00	-2,100.00	-2,100.00
110-5110-353	Maintenance & Repair Vehicles	2,100.00	2,100.00	2,100.00
110-5110-239	Medical & Scientific Supplies	-1,100.00	-1,100.00	-1,100.00
110-5110-639	Health Check Program	1,100.00	1,100.00	1,100.00
Explanation:	Transfer to cover professional service expenses for remainder of fiscal year.			
ACCOUNT CODE	DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REV. NO.	36		DEPT. NAME:	Dental
STATE BUDGET:	Dental		TRANSFER:	X
			AMENDMENT:	
<u>Expenditures:</u>				
110-5160-120	Salaries & Wages	-31,000.00	-31,000.00	-31,000.00
110-5160-190	Professional Services	31,000.00	31,000.00	31,000.00
110-5160-120	Salaries & Wages	-43,000.00	-43,000.00	-43,000.00
110-5160-440	Contracted Services	43,000.00	43,000.00	43,000.00
Explanation:	Transfer to cover contracted services for remainder of fiscal year.			
ACCOUNT CODE	DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REV. NO.	37		DEPT. NAME:	Health
STATE BUDGET:	Health		TRANSFER:	
			AMENDMENT:	X
<u>Expenditures:</u>				
110-5110-619	Alamance Partnership for Children	2,950.00	2,950.00	2,950.00
310-3990-902	Designated Fund Balance	-2,950.00	-2,950.00	-2,950.00
Explanation:	Budgeted funds designated for the Smart Start Program. Funds were earned in the form of training revenue from previous fiscal years. The Smart Start program requires program revenue generated from trainings be used within two years of earning.			

***A motion was made by Mr. Charles Wilson to approve the Health, WIC and Dental budget amendments and transfers 34 - 37 for FY 2009-2010. The motion was seconded by Dr. Donald Courtney and was approved by the board unanimously.***

## **VII. Personal Health Update**

Ms. Nancy Sartin informed the board that due to state budget cuts, the universal vaccine program was cut. In the past, all CDC recommended vaccines, including those required for school, have been supplied free of charge. Effective July 1, 2010, ACHD began paying for vaccines for children zero to eighteen years of age who are covered by any insurance other than Medicaid. The state is sending a one-time allotment of vaccines to area providers to be used for insured children in kindergarten through eighth grade, some of which are denying their allocation. Those denied allocations within Alamance County will be reallocated to Alamance County providers, including ACHD. Ms. Sartin reminded the board of the Tdap (a combined vaccine preventing tetanus, diphtheria and pertussis) requirement for all incoming sixth graders. If proof of Tdap is not supplied to school administration within the first thirty days of school, unvaccinated students will be suspended from school until proof is submitted. ACHD staff is "fast-tracking" patients coming in for Tdap, so the wait time is reduced. Claims are filed with any applicable insurance with the exception of Blue Cross Blue Shield (BCBS). Because ACHD is not currently a participating provider with BCBS, patients insured by BCBS are asked to pay upfront; patients may then submit a claim to BCBS. Staff is working to submit the required documentation in order to be credentialed with BCBS.

Ms. Sartin discussed the clinic scheduling system moving toward Open Access, in which appointments are obtained on the day of or day before the appointment. ACHD has a high no-show rate for patients; open access will hopefully greatly reduce or eliminate the no-show rate because patients will call when they need to be seen instead of scheduling appointments months in advance. An Open Access Work Group has been formed and is being lead by Ms. Kathleen Grasty, Quality Assurance Nurse. Reminder cards are now being distributed to patients to remind them to call for an appointment. Mr. Venable inquired about calling to remind patients of appointments. It was stated that this was trialed without a demonstrated decrease in the no-show rate.

Ms. Sartin stated that one of the Public Health Nurses would be attending Extended Role Nurse training for STDs. Once certified, this nurse will be able to function as a provider in the STD clinic which will make more appointments available to patients.

### **VIII. Environmental Health Update**

Ms. Terri Craver reported that the fourth case of rabies in 2010 was documented on this date. A rabid fox attacked an unvaccinated six month old lab puppy in the Mount Herman Rock Creek Road area of Southern Alamance. The puppy's owner is deciding if he will quarantine or euthanize the puppy.

Ms. Craver informed the board of a situation taking place at the new Tanger Outlets in Mebane. Although the site has public water, the complex obtained two well permits for the purpose of irrigation. A Wake County well driller was contracted for the job and encased the wells 27 and 37 feet respectively. Alamance County well regulations state that a well must be encased a minimum of 40 feet, although the permit recommended 50 feet in case they ever want to convert it to public drinking water. Environmental Health (EH) staff has informed the contractor the wells will not pass and must be corrected. Ms. Craver stated the well driller wanted to use PVC to line the remaining uncased feet, but that is not acceptable. EH is waiting to be contacted to conduct another inspection upon proper repair.

Ms. Craver stated that EH received a call from an upset citizen regarding work a plumber had completed on her well to correct her problem of dirty water. The plumber charged her \$800 to line the well, which a plumber is not certified to do, and it did not correct the problem. After contacting EH, a well driller removed the liner, staff used the well camera to find the problem and the well driller was able to install a liner that corrected the problem. The citizen has reported the plumber to the NC Well Commission (NCWC) and on this date, EH staff met an investigator from NCWC at the citizen's site to file an official report.

Mr. Barry Bass reminded the board about the facility which has received its third notice of violation in regards to House Bill 2. The owner has not formally appealed the notice; he has spoken with Mr. Carl Carroll and Mr. Bass via telephone, both of whom informed him of his right to appeal. Another complaint has been received regarding this facility claiming unfair business practice, since smoking is still allowed in the building. The owner stated himself to be a member of a Guilford County law suit claiming House Bill 2 was unconstitutional. A Guilford County judge ruled in favor of the Board of Health in Guilford County. Mr. Bass has been in consultation with Mr. Clyde Albright, Alamance County Attorney, and Mr. Albright is preparing an injunction. According to Mr. Albright's calculations, the facility owner has at least \$12,000 in fines.

## **IX. Medical Director's Report**

Dr. Kathleen Shapley-Quinn requested Board of Health input on an ongoing practice at ACHD. Several times a month, people arrive at ACHD requesting blood pressure checks. Dr. Shapley-Quinn is concerned about this practice due to the limited expertise of some clinic staff in management of elevated blood pressures. There is also a possible confusion by clients created by medical staff assessing BPS but not having the capability of treating these. Medical liability is somewhat of a concern as well. A lengthy discussion ensued and it was decided that ACHD would check with the EMS substation located on Rudd Street and the Fire Department, Station 3, located on Wilkins Street to see if one or both would be willing to receive referral of this individuals seeking blood pressure checks. Health Department staff will create a list of places that offer blood pressure screenings and instruct the public that we no longer provide that service and refer them to the appropriate location(s).

Dr. Shapley-Quinn stated that ACHD has recently started precepting students. Ms. Karen Saxer and Ms. Carla Hampton recently precepted a Family Nurse Practitioner student and received glowing recommendations from the student. A Preventative Medicine resident has recently started with ACHD and will be developing guidelines for the use of medication for smoking cessation in women's health patients. She will next focus on a project to integrate the Pro and Anti immunization research/thought into one document in order to help providers and patients alike feel like they can access the data from both sides at once and make more informed choices. ACHD was contacted by the Duke Physician Assistant School to begin precepting PA students. This will begin in September.

Dr. Shapley-Quinn stated that Dr. Chris Moffit on the Alamance-Burlington School Board is working to remove sodas from schools. A UNC nutrition doctoral student is interested in assisting with research in ABSS around the sweetened beverages/obesity issues and will work with Dr. Moffitt and Dr. Randy Bridges if all can reach agreement on the objectives and process.

## **X. Health Director's Report**

### **A. Alamance Leadership Academy**

Mr. Bass reported that he attended a forum on July 29<sup>th</sup> with Ms. Sherry Hook and Ms. Joann Taylor from county Human Resources. The Academy, sponsored by Pfizer, NC Prevention Partners, ARMC, the Chamber of Commerce and ACHD included 25 community partners and businesses committed to improving employee health through worksite wellness programs focusing on tobacco prevention, physical fitness and nutrition activities. This is a three year project,

with base-line survey scores working towards improving scores through policy change. Alamance County is one of four North Carolina municipalities participating in this endeavor.

### **B. Accreditation Update**

Mr. Bass stated that a work group has been established to lead ACHD through Local Public Health Accreditation scheduled for the fall of 2011. ACHD's self-assessment (HDSAI) is due in July, 2011. The responsibility for particular standards and benchmarks has been assigned to supervisors for completion. The Board of Health is an integral part of this process and will undertake appropriate activities to achieve compliance and meet specific standards.

### **C. Exotic Animal Ordinance**

Mr. Bass informed the board about an individual in Burlington who has expressed interest in purchasing and housing a Bengal Tiger at his residence located off Vaughn Road. There is an existing operation in Caswell County with exotic animals that has considered relocating to Alamance County. Currently, Alamance County does not have any ordinance regulating possession or upkeep of exotic animals. The County Attorney is researching the subject.

### **D. Office on Women's Health Coalition for a Healthier Community Funding Opportunity**

Mr. Bass noted that ACHD has applied for a one year planning grant to enhance and expand a local coalition through collaboration with community organizations in the execution of a community health assessment that includes women's health inquiries. Sixteen planning grants will be awarded at up to \$100,000 for one year and up to ten of those projects will be funded for three to five years at \$400,000 annually. ACHD was encouraged to apply for this funding opportunity by the Women's and Children's Health Section of the Division of Public Health.

### **E. Request for Approval of Private Purchase Vaccine Rates**

Mr. Bass presented the board with a memo requesting approval of private purchase vaccine rates due to the cuts made to the Universal Vaccine program.



**ALAMANCE COUNTY**  
**Health Department**  
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 Burlington, NC 27217-2995  
 www.alamance-nc.com/d/health

Joseph B. Bass, Jr., MSW  
 Health Director

(336) 227-0101  
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**MEMO TO:** Board of Health  
**FROM:** Joseph B. Bass, Jr., Health Director  
**DATE:** August 17, 2010  
**SUBJECT:** Request for Approval of Private Purchase Vaccine Rates

Due to cuts in the State budget, effective July 1, 2010, state funded vaccines are no longer provided free to children (age zero to eighteen years) with insurance. In an effort to recoup vaccine expenses, ACHD will file insurance and bill the client/parent for any uncovered balance. At this time, BCBS insured patients must pay upfront and will be reimbursed by BCBS after the claim is filed. As a cost savings to patients and families, ACHD will waive the \$20.00 administration fee.

I am requesting that ACHD provide vaccines at the rates below:

CPT	Vaccine Name	Medicaid			ACHD Rate	Doses required
		will pay		FPW		
90716	Varivax (Varicella) vaccine	yes		no	\$79.00	2
90649	Gardasil (HPV) vaccine	yes	##	no	\$142.00	3
90734	Menactra	yes		no	\$103.00	1
90680	RotaTeq (Rotavirus) vaccine	no		no	\$65.00	3
90681	Rotarix (Rotavirus) vaccine			no	\$88.00	2
90707	MMR	yes		no	\$44.00	2
90636	Twinrix (HepA/HepB)	yes		no	\$94.00	3
90670	Prevnar 13	-----		no	\$108.00	varies
90632	Hep A- adult	yes		no	\$68.00	2
90746	Hep B- adult	yes		no	\$65.00	3
90715	Tdap	-----		no	\$35.00	1
90700	Dtap	no		no	\$24.00	4-5
90696	Kinrix	-----			\$35.00	1
90723	Pediarix	-----			\$74.00	3



90713	IPV (polio)	-----			\$26.00	3-4
90633	HepA (pediatric)	-----			\$15.00	2
90744	HepB (pediatric)	-----			\$12.00	3
90648	HIB	-----			\$23.00	3-4
90710	Proquad (MMRV)	-----			\$127.00	1-2
90714	Td (pediatric)	-----			\$19.00	1-3
	Rabies Pre-Exposure (pre-order payment is required for this vaccine)				<b>cost of vaccine</b> <b>+ \$5.00</b>	3
	Rabies Titer	no		no	\$35.00	
	Other vaccines available:					
90714	Td (adult)				\$0.00	1
90732	Pneumovax	yes			\$30.00	1
90658	Flu	yes			\$25.00	1
<p>indicates rate changes effective 8/2010</p>						
<p>## Medicaid will cover Gardisil for ages 19 &amp; 20 year olds. Up to age 18 will be from state vaccine supply.</p>						



Committed to Protecting and Improving the Public's Health in Alamance County

A lengthy discussion ensued. The board voiced concern about a patient's inability to pay upfront causing patients to be turned away without receiving vaccination. Mr. Bass stressed that patients who were unable to pay upfront would be billed. The most important goal is to make sure all children receive vaccinations as recommended. Dr. Shapley-Quinn informed the board that very recently two infants,

a two month old and a four month old, were diagnosed with Pertussis. These infants would have been exposed to this virus through unvaccinated siblings, parents or caretakers.

***A motion was made by Dr. Donald Courtney to approve rates for private purchase vaccine as presented. The motion was seconded by Mr. Michael Venable and approved unanimously by the board.***

## **XI. Old Business**

No old business was discussed.

## **XII. New Business**

### **A. Request for New Service – Medical Nutrition Therapy**

Ms. Michele Herbek, Nutrition Program Director, discussed Medical Nutrition Therapy and requested the board's approval to begin offering this new service.

#### Medical Nutrition Therapy Services

Medical Nutrition Therapy (MNT) is a nutrition assessment and counseling service offered by Registered Dietitians to address chronic health conditions and prevention. In May, we hired a high risk dietitian to see high risk pediatric and maternal WIC clients as well as provide MNT for health department clients. Our goal is to expand MNT services to medical providers in Alamance County, receive referrals and conduct nutrition education and counseling in the health department. This service will prove to be revenue generating for this nutritionist position.

Our plans are to market the MNT program to physicians in the county this year. We started this process by visiting some physician offices, sending out an introduction letter to physicians notifying them of our high risk dietitian, providing an MNT information pamphlet and getting on the agenda for the pediatric committee meeting in August.

There will be plenty of preparation to get the program in place to meet all of the guidelines for Medicaid reimbursement which is the majority of our clientele. Our goal for next year is to start a Gestational Diabetes Management Program designed for public health agencies.

MNT is essential to the management of chronic diseases when dietary changes have proven effective to deliver positive outcomes. Prevention of chronic disease is the key to a healthier population. Registered Dietitians offer a valuable service and are highly regarded in the treatment plan for patients.

Ms. Christy Bradsher stated the billable rate for the initial session would be \$24.51 per 15 minute unit and subsequent visits would be \$21.44 per 15 minute unit.

***A motion was made by Mr. Kent Tapscott to begin offering Medical Nutrition Therapy Services as described at the rates discussed. The motion was seconded by Mr. Michael Venable and approved unanimously by the board.***

**B. Authorization to Consent to Dental Care for Minor**

Mr. Bass presented the board with a new form the Dental Clinic will begin using upon board approval. Mr. Bass explained that a number of children seen at the Dental Clinic arrive with someone other than a parent, such as a neighbor or grandparent.

Authorization and Power of Attorney to Consent to Dental Care for Minor

I, \_\_\_\_\_, of \_\_\_\_\_ County, North  
 (Name)  
 Carolina, am the custodial parent having legal custody of \_\_\_\_\_,  
 (Child's Name)  
 a minor child's age \_\_\_\_\_, born \_\_\_\_\_, \_\_\_\_\_. I authorize \_\_\_\_\_  
 (Date of Birth) (Name)  
 \_\_\_\_\_ an adult in whose care the minor child has been entrusted,  
 (Name)  
 and who resides at \_\_\_\_\_ (Address) \_\_\_\_\_, to  
authorize any care which  
 may be necessary or proper to provide for the dental care of the minor child, including, but not  
 limited to, the power (i) to provide for such dental care at Alamance County Children's Dental  
 Clinic or the employing of any dentist or other person whose services may be needed for such  
 dental care, (ii) to consent to and authorize any dental care, including administration of  
 anesthesia, x-ray examination, and/or the performance of dental procedures.

By signing below, I indicate that I am the parent or legal guardian and that I have read this form  
 and acknowledge that I understand and have the legal authority to communicate dental care  
 decisions and that I am fully informed as to the contents of this document and understand the  
 full import of this grant of powers to the person named above.

Child's Name \_\_\_\_\_

Parent or Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_

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STATE OF NORTH CAROLINA  
 ALAMANCE COUNTY

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared before me the named  
 \_\_\_\_\_, to me known and known to me to be the person described  
 in and who executed the foregoing instrument and he (or she) acknowledges that he (or she)  
 executed the same and being duly sworn by me, made oath/affirmed that the statements in the  
 foregoing instrument are true.

Date: \_\_\_\_\_ Notary Public \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

(NOTARY SEAL)

A version of this form has been in use, but it was recommended by the County's Legal Department for it to be notarized. Board members requested the form go back to Legal to include an expiration date. Dr. Dodd also recommended the form be submitted to the State Dental Board for approval.

***A motion was made by Dr. Kary Dodd to approve the use of the Authorization and Power of Attorney to Consent to Dental Care for Minor after adding an expiration clause and review by the State Dental Board. The motion was seconded by Mr. Michael Venable and approved unanimously by the board.***

### **XIII. Other**

No other business was discussed.

### **XIV. Closed Session**

***The meeting went into closed session per N.C. General Statute 143-318.11 (a) (6) at 8:09 p.m. on a motion by Dr. Donald Courtney for the purpose of discussing a personnel issue. The motion was seconded by Dr. Kary Dodd.***

***The closed session adjourned into open session at 8:12 p.m. on a motion by Dr. Donald Courtney and second by Dr. Kary Dodd.***

Dr. Woodard announced that a personnel matter was discussed during the closed session.

### **XV. Adjournment**

With no further action or discussion, the meeting adjourned at 8:15 p.m. on a motion made by Dr. Kary Dodd and seconded by Mr. Michael Venable.

## **ALAMANCE COUNTY BOARD OF HEALTH**

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Dr. Reid Woodard, Chairman

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Mr. Joseph B. Bass, Jr., Secretary