

ALAMANCE COUNTY BOARD OF HEALTH

Minutes

Regular Meeting of the Board of Health

October 15, 2013

The Alamance County Board of Health met at 6:30 p.m. on Tuesday, October 15, 2013, 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: Mr. Kent Tapscott, Chair; Dr. Donald Courtney; Dr. Kary Dodd; Ms. Linda Massey; Dr. William Porfilio ; and Mr. Michael Venable.

The following staff members were present: Mr. Barry Bass, Ms. Terri Craver, Dr. Kathleen Shapley-Quinn, Ms. Gayle Shoffner, Ms. Janna Elliott, Ms. Stacie Turpin Saunders, Ms. Nicole Alston, Ms. Ariana Lawrence, Ms. Kelly Oliver and Mr. Neal Floyd.

The following guests were present: Mr. Bryan Hagood, Assistant County Manager.

I. Call to Order and Introductions

Board of Health Chairman, Mr. Kent Tapscott, called the meeting to order at 6:28 pm.

II. Approval of the August 20, 2013 Board of Health Minutes

A motion was made by Dr. William Porfilio to approve the August 20, 2013, Board of Health minutes. The motion was seconded by Dr. Donald Courtney and approved unanimously by the board.

III. Public Comments

No public comments were made.

IV. Administrative Reports

A. Personnel Report

Ms. Janna Elliott provided the Board with the Personnel Update.

PERSONNEL UPDATE

New Hires / Transfers / Resignations:

- Kimberly Greenway began in the Processing Assistant III – Finance Clerk position effective September 5, 2013.
- Kelly Oliver began in the Public Health Education Specialist (JCPC) position effective September 9, 2013.
- Neal Floyd began in the Registered Environmental Health Specialist (Onsite) position effective September 30, 2013.

Recruiting to fill the following positions:

- Processing Assistant III – Intake Clerk, replacing Gail Michael (conducting interviews)
- Community Health Technician (CNA), replacing Mandy Toler (conducting interviews)
- Public Health Nurse III – Quality Assurance (conducting interviews)

Vacant positions:

- Foreign Language Interpreter II (rewriting job description)
- Quality Assurance Officer (rewriting job description)
- 2 - Public Health Nurse I (frozen through June 2013)
- Processing Assistant III - Admin (frozen through June 2013)
- Public Health Nurse II – Smart Start (frozen through June 2013)
- Social Worker II – CC4C (rewriting job description)

B. Budget Amendments and Transfers

Ms. Janna Elliott presented budget amendments 3 and 4 for consideration.

BUDGET ACCOUNT CODE	DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REVISION #	3		DEPT. NAME:	Health
STATE BUDGET:			TRANSFER:	
			AMENDMENT	
			:	X
<u>Expenditures:</u>				
110-5110-440	CONTRACTED SERVICES	2,148.00		2,148.00
110-5110-351	MAINT & REPAIR BLDG & GROUNDS	1,444.00		1,444.00

Revenue:				
310-3511-319	ENVIRONMENTAL HEALTH	3,592.00		3,592.00
Explanation: The Alamance County Health Department was allocated \$3,592.00 by the N. C. Department of Public Health to reimburse local agencies for the cost of inspections completed 06/01/2013 – 09/30/2013 as part of the Summer Food Service Program (SFSP). These are entirely state funds and do not require any local match or expenditure of any local funds. Environmental Health Inspectors conducted 37 health inspections.				
BUDGET ACCOUNT CODE				
DESCRIPTION				
TRIAL BALANCE				
STATE BUDGET				
COUNTY BUDGET				
REVISION #	4		DEPT. NAME:	Health
STATE BUDGET:			TRANSFER:	
			AMENDMENT	
			:	X
Expenditures:				
110-5110-614	CEHS GRANT AWARD	1,000.00		1,000.00
Revenue:				
310-3511-814	CEHS GRANT AWARD	1,000.00		1,000.00
Explanation: The Community Outreach and Engagement Core, UNC Center for Environmental Health and Susceptibility (CEHS) has been awarded a grant from the NIEHS to conduct research on environmental and genetic susceptibilities to disease. Since January 2013, the CEHS Community Outreach and Engagement Core (COEC) has worked in partnership with the environmental health section of the Alamance County Health Department to provide technical assistance and build capacity to train staff about environmental exposures in homes and communities that affect human health. Under this scope of work, Alamance County Health Department will purchase supplies for families with home-based health hazards. A stipend of \$1,000 will be provided to the Alamance County Health Department Environmental Health Section from UNC CEHS through National Institute of Environmental Health Sciences (NIEHS) Grant Award.				

A motion was made by Ms. Linda Massey to approve budget amendments 3 for Fiscal Year 2013 - 2014. The motion was seconded by Dr. Kary Dodd and approved unanimously by the board.

A motion was made by Ms. Linda Massey to approve budget amendments 4 for Fiscal Year 2013 - 2014. The motion was seconded by Dr. Kary Dodd and approved unanimously by the board.

V. Personal Health Committee Update

Dr. William Porfilio reviewed the minutes from the September 17 2013, Personal Health Committee Meeting.

VI. Personal Health Update

Ms. Gayle Shoffner reported that flu vaccine became available to the public September 20, 2013. Health department staff was offered the vaccine beginning September 17, 2013. To date, the health department has provided 747 doses of the flu to the public, clinics, jail staff, Human Services Center, landfill, sheriff's office and EMS staff. A variety of flu vaccine is available with the exception of the FluBlok which should be in by the end of November. The high dose is offered to those who are over 65 years old, and there have been a total of 43 high dose vaccines given.

Ms. Shoffner explained that there has been a slight decrease in the provider schedules which may be contributed to maternity patients choosing Centering Pregnancy as their prenatal care option. To accommodate this, family planning patients will also be seen in maternity clinic setting.

The electronic medical records team continues to search for the best fit for the agency.

VII. Environmental Health Update

Ms. Terri Craver reported that there will be a rabies clinic on October 19, 2013 at the Environmental Health building from 9:00 am until 1:00 pm at a cost of \$5.00 per cat or dog.

Ms. Craver stated there will be an RV park in Mebane that will have 85 spots. Septic systems are being installed.

Ms. Craver informed the board the House Bill 74 was passed. She explained some topics from House Bill 74 that will impact the environmental health staff. Now bed and breakfasts can now serve all three meals. Ensuring that a carbon monoxide detector is placed in the proper locations will be part of the lodging inspection. An engineer can provide a low-flow design alternative for wastewater systems. This will allow for reduction of the estimated waste water flow from septic systems. Local health departments will be required to issue a permit or deny an application for construction, repair or operation of a well within 30 days of application. If the health department does not act within 30 days, the well is deemed "permitted".

Mr. Tapscott asked if different veterinarian offices still do rabies clinics, and what time of year that takes place. Ms. Craver responded that different offices do the rabies clinics in May and November.

VIII. Medical Director's Report

Dr. Shapley-Quinn shared the data from the infant mortality rate (IMR) graph. There was an increase in the African American infant mortality rate. The graph reflects 10 African American infant deaths in the first year of life out of 322 births. White IMR continues to decline, and Hispanic IMR stayed very low. The total IMR in Alamance County bumped up from 6.6 to 8.5. Dr. Shapley-Quinn reported information on 9 out of the 10 African American infant deaths: 5 of the infants were born preterm (some very preterm), 1 co-sleeping death, 3 congenital abnormalities. The Alamance County Health Department has three evidence based programs that make a difference with these issues are the TOP program, Centering Pregnancy and 17P. Dr. Shapley-Quinn shared a press release from DHHS: 7.8% increase in African American IMR with more than twice as many African American babies dying before their first birthday as white babies. Nearly half of women who delivered infants were overweight or obese (48.5%). This increases risk for C-section, gestational hypertension, fetal death, and birth defects. In 2012 10.6% of women smoked during pregnancy. This increases risk of premature delivery and low birth weight. There was a 12% increase in close pregnancy spacing (less than 6 months between pregnancies). This increases risk for preterm birth, and low birth weight. Dr. Porfilio asked why the Hispanic population had such a small IMR. Dr. Shapley-Quinn replied that this is a phenomenon that first generation to the United States has better health outcomes. Ms. Saunders said that this is called the "Latino paradox".

IX. Health Director's Report

Mr. Barry Bass commended the winners from the NCPHA conference. Project LAUNCH received the Glaxo Smith Kline Child Health Recognition award and three staff members were named public health all stars: Ayo White, Christie Sykes and Karen Saxer.

Alamance and Orange County are working hard to learn how to assist citizens with the Affordable Care Act being implemented. The website has been dysfunctional due to the volume of people trying to access the site. Application must be in by December 1, 2013 in order to be active January 1, 2014. In Alamance County there are 26,000 people who are eligible, and about half of those are eligible for Medicaid or Health Choice. There are three navigators (two at Legal Aid and one at Piedmont Health Services) to assist with the application process. It has been taking two hours to do the enrollment process online. Anyone who wants to become a certified application counselor can, if they take a five hour training course.

Mr. Bass and reported on the federal government shutdown and its effects on the health department. Ms. Alston said that WIC communicated with clients to encourage them to keep their appointments, but that food vouchers were not being given out at that time. The family planning block grant money could only cover costs for the first few days in October. Money will be used from the designated fund balance to cover these costs, if necessary.

Mr. Bass shared the article “Coughing Up Answers” that he, Ms. Stacie Saunders and Dr. Shapley-Quinn wrote and was published in North Carolina Medical Journal.

X. Old Business

A. Review of By-Laws of Alamance County Board of Health

Mr. Bass presented the By-Laws of the Alamance County Board of Health for review.

A motion was made by Dr. Donald Courtney to approve the By-Laws of Alamance County Board of Health. The motion was seconded by Dr. William Porfilio and approved unanimously by the board.

B. Review of Operating Procedures of the Alamance County Board of Health

Mr. Bass presented the Operating Procedures of the Alamance County Board of Health for review.

A motion was made by Dr. Kary Dodd to approve the Operating Procedures of Alamance County Board of Health. The motion was seconded by Ms. Linda Massey and approved unanimously by the board.

XI. New Business

A. WIC Policy Updates

Ms. Alston presented ten policies to be approved by the board.

Mr. Michael Venable made a suggestion that the *Tracking Multi-User Breast Pump* policy be updated to reflect the efforts that would be made to retrieve a pump that was not returned to WIC.

A motion was made by Dr. William Porfilio to approve all policies upon updating the Tracking Multi-User Breast Pump policy to reflect

efforts that would be made to retrieve a stolen pump. The motion was seconded by Mr. Michael Venable and approve unanimously by the board.

B. Telemedicine Fee Request

Ms. Elliott informed about a new telemedicine option available. Maternal Health patients will be able to visit the clinic at a scheduled appointment time and video conference with a provider with UNC Maternal Medicine. Staff have the ability to refer patients for Mood and Anxiety Disorders, Maternal-Fetal Medicine, and Genetic Counseling.. The health department can charge a facility fee for hosting this. The Medicaid reimbursement rate is \$21.86 and the health department would like to charge \$22.

A motion was made by Ms. Linda Massey to accept the Telemedicine fee request as presented. The motion was seconded by Dr. Donald Courtney and approved unanimously by the board.

C. Bad Debt Write-Off

Ms. Janna Elliott presented a Bad Debt Write-Off memo to the board. The health department is requesting to write off \$60,291.60. The health department has attempted to collect these debts, but due to a lot of clients being confidential contacts, it is difficult to collect these debts.

A motion was made by Dr. Donald Courtney to accept the Bad Debt Write-Off as presented. The motion was seconded by Dr. William Porfilio and approved unanimously by the board.

D. Nominations Committee for Elections of 2013 Officers

Mr. Kent Tapscott appointed the Personal Health Committee as the Nomination Committee.

E. Awards Committee for 2013 Award Recipients

Mr. Kent Tapscott appointed the Environmental Health Committee as the Awards Committee.

XII. Other

No other business was discussed.

XIII. Adjournment

With no further action or discussion, the meeting adjourned at 7:46 pm.

ALAMANCE COUNTY BOARD OF HEALTH

Mr. W. Kent Tapscott, Chair

Mr. Joseph B. Bass, Jr., Secretary