

ALAMANCE COUNTY BOARD OF HEALTH

Minutes

Regular Meeting of the Board of Health

February 28, 2013

The Alamance County Board of Health met at 6:30 p.m. on Thursday, February 28, 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; Ms. Kathleen Colville, Vice-Chair; Dr. Donald Courtney; Dr. Kary Dodd; and Dr. William Porfilio.

The following staff members were present: Mr. Barry Bass, Mr. Carl Carroll, Dr. Kathleen Shapley-Quinn, Ms. Gayle Shoffner, and Ms. Janna Elliott.

The following guests were present: Ms. Molly McGowan from *The Times-News*; Ms. Molly Topp, Ms. Ellen O'Neill and Ms. Elsa Putur from Elon University; Mr. Jerry Peterman and Mr. Lee Kimrey from the City of Graham.

I. Call to Order and Introductions

Board of Health Chairman, Mr. Kent Tapscott, called the meeting to order at 6:30 pm. Those in attendance introduced themselves.

II. Approval of the December 18, 2012, Board of Health Minutes

A motion was made by Dr. Donald Courtney to approve the December 18, 2012, Board of Health minutes. The motion was seconded by Dr. William Porfilio and approved unanimously by the board.

III. Public Comments

No one signed to make any public comment.

IV. Presentation of Proposed Resolution Regarding Community Water Fluoridation for the City of Mebane and City of Graham

Ms. Kathleen Colville presented a proposed Resolution regarding community water fluoridation for the City of Mebane and City of Graham. Ms. Colville discussed research and data regarding fluoridation.

A motion was made by Dr. Donald Courtney to accept the resolution as proposed. The motion was seconded by Dr. Kary Dodd and approved unanimously by the board.

A lengthy discussion ensued including Mr. Jerry Peterman, Mayor, City of Graham, and Mr. Lee Kimrey, Councilman, City of Graham. Mr. Peterman and Mr. Kimrey discussed reasons Graham City Council voted to remove fluoride from the water. If the Mebane City Council votes to concur, fluoride will be removed from the water for Mebane and Graham. If Mebane does not vote to remove fluoride, it will remain in the water for Mebane and Graham. Mr. Kimrey and Mr. Peterman stated that, although notice was given regarding the matter being discussed at the Graham City Council meeting, no one from the public spoke to support continued fluoridation of the community water supply.

V. New Business

A. Presentation and Request for Approval of the 2013-2014 Fiscal Year Budget

Ms. Janna Elliott presented the Board with the Proposed WIC Budget for Fiscal Year 2013-2014. WIC is federally funded and the overall budget of \$868,904.00 remains unchanged.

A motion was made by Dr. Donald Courtney to approve the 2013-2014 WIC Budget as presented. The motion was seconded by Dr. William Porfilio and approved unanimously by the board.

Ms. Janna Elliott presented the Board with the Proposed Dental Budget for Fiscal Year 2013-2014. The Dental Clinic is self-supporting and does not rely on county funds for operation. The overall request for 2013-2014 is \$958,850.59, a 5% increase from the 2012-2013 budget.

A motion was made by Dr. Kary Dodd to approve the 2013-2014 Dental Budget as presented. The motion was seconded by Dr. William Porfilio and approved unanimously by the board.

Ms. Janna Elliott presented the Board with the Proposed Health Budget for Fiscal Year 2013-2014. The overall request for 2013-2014 is \$7,605,512.15. The county contribution would be \$4,419,355.48 or 58.11% of the overall budget. This is a 2% decrease from 2012-2013 budget.

A motion was made by Dr. Donald Courtney to approve the 2013-2014 Health Budget as presented. The motion was seconded by Dr. William Porfilio and approved unanimously by the board.

VI. Administrative Reports
A. Personnel Report

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

PERSONNEL UPDATE

New Hires / Transfers / Resignations:

- Mandy Toler, Community Health Technician, separated from employment effective January 11, 2013.
- Tamika Martin, Public Health Nurse I, resigned effective January 23, 2013.
- Jamie Brown, Dental Assistant, resigned effective February 6, 2013.

Recruiting to fill the following positions:

- Administrative Assistant II, replacing Janna Elliott (reviewing applications)
- Social Worker II, replacing Teresa Edwards (conducting interviews)
- Public Health Nursing Director III, replacing Debra Garrett
- Public Health Nurse I, replacing Cherae Gardner (appointment pending)
- Dental Assistant, replacing Jamie Brown (recruitment ends 02/18/13)

Vacant positions:

- Public Health Nurse I, replacing Tamika Martin
- Community Health Technician, replacing Mandy Toler
- Quality Assurance Officer, replacing Kathy Brooks (rewriting job description)
- Processing Assistant III, replacing Jack Fessler (rewriting job description)
- Public Health Nurse I (50%), replacing Dawn Green
- Public Health Nurse I, replacing Carol Wood
- Licensed Clinical Social Worker, replacing Mary White (frozen until July 2013)
- Public Health Nurse I (50%), replacing Emily Barrows (frozen until July 2013)
- Human Services Planner/Evaluator II, replacing Stacie Turpin Saunders (frozen until July 2013)

B. Budget Amendments and Transfers

Ms. Janna Elliott presented budget amendments 7 and 8 for consideration.

BUDGET ACCOUNT CODE	DESCRIPTION		TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REVISION #	7	-	-	DEPT. NAME:	Health
STATE BUDGET:		-	-	TRANSFER:	
		-	-	AMENDMENT	
				:	X
Expenditures:					
110-5110-608	PROJECT LAUNCH GRANT		100,000.0 0	0.00	100,000.0 0
Revenue:					
310-3511-208	PROJECT LAUNCH GRANT		100,000.0 0	0.00	100,000.0 0
Explanation: ACHD was allocated \$100,000 to facilitate expansion of our Triple P training to community partners, including ARMC staff, police officers, public school staff, DSS and ACHD staff.					
BUDGET ACCOUNT CODE	DESCRIPTION		TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REVISION #	8	-	-	DEPT. NAME:	Health
STATE BUDGET:		-	-	TRANSFER:	
		-	-	AMENDMENT	
				:	X
Expenditures:					
110-5110-637	CENTERING PREGNANCY		17,422.00	0.00	17,422.00
Revenue:					
310-3511-837	CENTERING PREGNANCY		17,422.00	0.00	17,422.00
Explanation: ACHD received \$17,422.00 by March of Dimes for its 2012 CenteringPregnancy® Grant. This is a continuation of funding for the CenteringPregnancy® program and will be used primarily to support the CenteringPregnancy® Program Coordinator position.					

A motion was made by Ms. Kathleen Colville to approve budget amendments 7 and 8 for Fiscal Year 2012 - 2013. The motion was seconded by Dr. Donald Courtney and approved unanimously by the board.

VII. Personal Health Committee Update

Dr. William Porfilio reviewed the minutes from the January 15, 2013, Personal Health Committee Meeting.

VIII. Personal Health Update

Ms. Gayle Shoffner reported that after collaborating with state consultants, ACHD will be moving programmatic nurse visits to a combined nurse only clinic. This will include consolidating and combining all nurse visits from family planning, STD, maternity, immunizations and TB into one clinic area. This is been scheduled to begin on March 13. Staff are preparing for the transition by cross-training and relocating other services to different clinical spaces. Ms. Shoffner stated that staff is continuing to focus on strategies to improve efficiencies and lower costs of services provided.

IX. Environmental Health Committee Update

Mr. Carl Carroll reviewed the minutes from the January 15, 2013, Environmental Health Committee Meeting.

X. Environmental Health Update

Mr. Carroll presented the proposed change to the Fee Policy.

A motion was made by Ms. Kathleen Colville to approve the proposed change to the Fee Policy. The motion was seconded by Dr. Donald Courtney and approved unanimously by the board.

Mr. Carroll discussed that during the current month, Environmental Health has received seven plan review requests. During the last fiscal year, a total of fifteen were received.

Mr. Carroll stated that during the month of February, staff issued 26 septic permits, which is the most in a single month since 2002.

Mr. Carroll reported that KFC is changing ownership. When restaurants change ownership, staff inspects the facility as if it were brand new. The restaurant then has 180 days, if necessary, to bring the facility conditions and practices up to standard.

Mr. Carroll discussed the three rabies cases in 2013. Since all three were located in the north central part of the county, a rabies clinic has been scheduled on

March 1 from 4pm until 6pm at the Lakeview Civitan Club. Since 2011, 29 dogs were euthanized due to lack of rabies vaccine.

Mr. Carroll stated that staff has been working on proposed changes to the Alamance County Well Regulation. Changes will require a public hearing. The target effective date for changes is July 1, 2013. He had previously proposed June 18th for the public hearing, but due to no additional comments from the public, he asked that the board move the date to the April 16th Board of Health Meeting. By consensus, the board recommended that the hearing be scheduled for the April meeting.

Mr. Carroll informed the board that former Environmental Health Specialist, Mr. Charles Kahler, passed away last week. Mr. Kahler retired May 1, 2003.

XI. Medical Director's Report

Dr. Kathleen Shapley-Quinn reported that Dr. DeFrancesco, a well-respected obstetrician in Burlington, is now a provider option for our prenatal patients. When a maternity patient chooses to deliver at ARMC, she may choose among Dr. DeFrancesco, Kernodle Clinic Obstetricians or Westside Obstetricians.

XII. Health Director's Report

Mr. Barry Bass provided the board with an update regarding consolidated human services. Mr. Tapscott and Ms. Colville attended the Board of Commissioners meeting on February 4, 2013. Mr. Tapscott spoke on behalf of the Board of Health. Mr. Bass discussed that he had been contacted by Mr. Bryan Hagood, regarding mandated services. Child Health, Maternal Health and Family Planning/Women's Health are three non-mandated services provided by ACHD where the ACHD serves as a safety net provider. Recently, Mr. Hagood has requested staffing information regarding administrative support staff and how positions could be consolidated. Mr. Bass discussed that Ms. Sherry Hook is researching OSP and how Alamance County would become "substantially equivalent."

Mr. Tapscott discussed the per capita funding report sent out by Mr. Bass.

Mr. Bass stated that he and Ms. Colville attended the NALBOH Community Guide Mentorship training in Durham County. Ms. Colville stated that she and Mr. Bass would provide a brief training on the Community Guide at the next Board of Health meeting.

XIII. Old Business

No old business was discussed.

XIV. Other

No other business was discussed.

XV. Closed Session

The meeting went into closed session per N.C. General Statute 143-318.11 (a) (6) at 8:10 p.m. on a motion by Dr. Donald Courtney for the purpose of discussing a personnel issue. The motion was seconded by Ms. Kathleen Colville.

The closed session adjourned into open session at 8:32 p.m. on a motion by Dr. Kary Dodd and second by Ms. Kathleen Colville.

Mr. Tapscott announced that a personnel matter was conducted during the closed session.

XVI. Adjournment

With no further action or discussion, the meeting adjourned at 8:33 pm.

ALAMANCE COUNTY BOARD OF HEALTH

Mr. W. Kent Tapscott, Chair

Mr. Joseph B. Bass, Jr., Secretary