

February 8, 2017 (Regular)

**BURKE COUNTY BOARD OF HEALTH
REGULAR MEETING**

The Burke County Board of Health met in regular session on Wednesday, February 8, 2017 at 5:00 p.m. The meeting was held in Conference Room No. H-69 of the Human Resource Center, located at 700 East Parker Road in Morganton, North Carolina. Those present were:

PRESENT: Sam King Jr., Chairman
Susan Bingham – Vice Chairman
Melinda Zimmerman
Johnnie Carswell
Richard Garrison
Dr. Michael Gould
Adrianna Morris

ABSENT: Dr. Natalie Whitaker
Carol Ervin Largent
Dr. Thomas Wallrichs
Dr. Gresham Orrison

ALSO PRESENT: Rebecca McLeod, Health Director
Cathy Pritchard, Assistant Health Director
Melissa Estep, Administrative Assistant III
Cynthia Hasson, PHN II
Kay Draughn, Master Clerk of Burke County

CALL TO ORDER

Sam King Jr., Chairman called the meeting to order at 5:02 pm.

SWEARING IN OF NEW BOARD OF HEALTH MEMBER:

Johnnie Carswell was sworn in by Kay Draughn, Master Clerk of Burke County.

Rebecca asked each Board Member to introduce themselves to Johnnie Carswell, our new County Commissioner member and tell him what seat he/she occupies on the board. Introductions were made by all Board Members present.

PUBLIC COMMENTS

Cindy Hasson spoke to the Board of Health and updated them about the current Shigellosis outbreak. There have now been four (4) confirmed cases at Mountain Crest Elementary and one (1) confirmed at Forest Hill Elementary. Burke County Public Schools is asking that the kindergarteners be asymptomatic for 48 hours and a negative stool sample before returning to school this could take up to four weeks. There was discussion about the State Communicable Disease guidelines used for the fall outbreak and the how they have changed for kindergarteners in the spring. The State states that kindergarteners should be able to correctly wash hands in the spring, so there is not a need for the negative stool result. The State sent an email stating that

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the schools could be stricter than State guidelines. Since the letters had already gone out to the parents and staff, the school system decided to stay the course with this outbreak and the original control measures for kindergarteners.

RECOGNITION

ELECTION OF OFFICERS:

For the election of officers, Sam King, Jr. as outgoing Chair, asked for nominations for Chair and Vice-Chair. Dr. Gould made a motion to keep Sam King, Jr. as Chairman of the Board and Susan Bingham as Vice Chairman. Melinda Zimmerman seconded the motion. The nominations were closed. The vote was unanimous.

Motion: To approve Sam King Jr. as Chairman and Susan Bingham as Vice-Chairman to the Board of Health.

RESULT:	APPROVED (UNANIMOUS)
MOVER:	Dr. Michael Gould
SECONDER:	Melinda Zimmerman
AYES:	Dr. Gould, Melinda Zimmerman, Richard Garrison, Sam King Jr., Susan Bingham, Johnnie Carswell and Adrianna Morris
ABSENT:	Dr. Thomas Wallrichs, Dr. Natalie Whitaker, Carol Largent, and Dr. Gresham Orrison

DISCUSSION:

Financial Statement

Cathy Pritchard presented the six-month Financial Review to the Board for discussion. This review is for July through December 2016. Each program is listed and the amount of money appropriated to the program. Cathy explained the purpose of the report is to assure we are on track budget wise with revenues and expenditures. The board discussed how some of the line items are below on revenue. Cathy explained how many of our budgets have line items that are not spent until the spring of each year. The group discussed the fact that the County gives money to the majority of our budgets. The group discussed Maintenance of Effort, what the County is required to give our programs, and the other money that is used to support the programs. Cathy explained how County money is used until Medicaid and other monies are received. An example is Maternal Health. Maternal Health is "bundled" billed which means we hold all billing until the end of the pregnancy which could be nine (9) months until the billing is paid. Our Medicaid denials are low, we rebill monthly.

The Board also discussed after it was explained how at the end of the year Paul balances our budget so we have a Zero balance budget. The group asked questions about the amounts and Rebecca stated that we usually end up with using less appropriated money than was asked for in the budget year.

The Board discussed how the revenues for Child Health appeared lower. Rebecca explained that our numbers in Child Health Clinic have increased due to the State changing the law that all children new to North Carolina attending public schools must have a physical before entering. Many of these families do not have a payor source, such as Medicaid. This has put us behind on our revenues.

Burke Health Network update

Rebecca reported to the Board that the Burke Health Network has hired a coordinator, Deidre Epley as well as a patient navigator and another person who screens for eligibility. They have referred 12 patients out at this

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time. The funding was running through the Good Sam clinic, but the Burke Health Network is pulling the staff out of Good Sam. Staff will be housed within the Burke Integrated Health clinic for at least a year. Carolinas Healthcare System Blue Ridge will be their fiduciary agency until the summer. The group is going to work on becoming a standalone 501C3 organization. There is not a match with any of the partner agencies to absorb them within.

DECISION ITEMS:

APPROVAL OF MEETING MINUTES

With no changes to December 7, 2016 meeting minutes, the minutes were unanimously approved following a motion and second.

Motion: To approve the regular Board of Health meeting minutes of December 7th, 2016 (regular meeting).

RESULT:	APPROVED (UNANIMOUS)
MOVER:	Sam King, Jr
SECONDER:	Richard Garrison
AYES:	Dr. Gould, Melinda Zimmerman, Richard Garrison, Sam King Jr., Susan Bingham, Johnnie Carswell and Adrianna Morris
ABSENT:	Dr. Thomas Wallrichs, Dr. Natalie Whitaker, Carol Largent, and Dr. Gresham Orrison

HEALTH DIRECTORS PERFORMANCE EVALUATION AND JOB DESCRIPTION REVIEW AND APPROVAL

The Board had been mailed both the performance evaluation and job description. Melinda Zimmerman reported on the performance review for Rebecca that she and Carol Largent completed. She reported that Rebecca “achieves expectations” and “exceeds expectations” on all her performance factors.

Melinda Zimmerman added that no changes were proposed on Rebecca’s job description upon review.

The group discussed both items and Board members thanked Rebecca for all of her hard work and dedication to the Health Department. Rebecca thanked the Board for the continued opportunity to serve the people of Burke County.

Motion: To approve the Health Director’s Annual Performance Evaluation Review and Job Description

RESULT:	APPROVED (UNANIMOUS)
MOVER:	Dr. Michael Gould
SECONDER:	Susan Bingham
AYES:	Dr. Gould, Melinda Zimmerman, Richard Garrison, Sam King Jr., Susan Bingham, Johnnie Carswell and Adrianna Morris
ABSENT:	Dr. Thomas Wallrichs, Dr. Natalie Whitaker, Carol Largent, and Dr. Gresham Orrison

2017/2018 BUDGET PRESENTATION FOR BOARD OF HEALTH APPROVAL

Rebecca began her presentation of the Budget for 2017/2018. She explained that the Board has a revised budget due to the fact that Paul Ijames, County Finance Director, changed how we are to pay for our new Electronic Medical Record. She explained that this changed our overall numbers, but no effect on County dollars asked for. Before she went forward with the budget information, she explained that CureMd had been approved as our certified Electronic Health Record. The cost for Cure MD for five (5) years is \$64,366.00. Our

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GO LIVE date is by June 30, 2017. Rebecca had already met with Dr. Mazzola and Andrew Thomas prior to approval of CureMd and informed them that due to the cost difference, the health department would not be able to purchase Cerner. Rebecca informed them that their physicians would have free view only access at the hospital and the ability to print. We will pay for two providers to use Cure MD and that will be Dr. Lafferty and Kate Shae, PA. Rebecca has also explained to Carolinas Healthcare System Blue Ridge that if any of the other providers that the hospital sends over for coverage want full access, they will have to pay for that monthly subscription. Rebecca has informed both Dr. Mazzola and Andrew Thomas of this fact. Rebecca reported that the OB/GYNs are also not happy about us not being able to use Cerner. They do not want to have to learn a new system. Rebecca is just updating the Board so they are aware of this issue.

Rebecca went over the Budget Comparison between 2016/2017 and 2017/2018. Rebecca is asking the County for \$184,953.00 of County Maintenance of Effort (MOE). This amount may change once we receive our State Consolidated Agreement. MOE is what the County has to put into our budgets because it is required by general statute. For 2017/2018, we are only asking for an additional \$ 133,107.00. The major difference in our budget is the 3.5% pay increase given to employees in January. Rebecca is also asking for the second year for an Environmental Health Specialist and a two new replacement vehicles for Environmental Health. Environmental Health is needing someone who can be cross trained in Food & Lodging as well as Onsite Waste Water. The board discussed having to ask for County money in the WIC program. Staff explained how the case load has been down despite all marketing efforts. Rebecca explained that attrition has been used for the past three years to accommodate the reductions, but with the 3.5% increase, staff have to ask for County money to cover the budget. If this is not approved, then an employee would have to be laid off. The Board discussed the proposed 2017/2018 budget items by program, asking questions of staff. Rebecca reminded the Board that the numbers would probably change, and revisions may have to be made once the Contract Addendas arrive from the State. A motion was made, seconded and the vote was unanimous to approve the proposed 17/18 budget with the knowledge all final numbers are not in and the Commissioners have not voted on the budget.

Motion: To approve the 2017/2018 Budget as presented.

RESULT:	APPROVED (UNANIMOUS)
MOVER:	Dr. Michael Gould
SECONDER:	Richard Garrison
AYES:	Dr. Gould, Melinda Zimmerman, Richard Garrison, Sam King Jr., Susan Bingham, Johnnie Carswell and Adrianna Morris
ABSENT:	Dr. Thomas Wallrichs, Dr. Natalie Whitaker, Carol Largent, and Dr. Gresham Orrison

CLOSED SESSION:

A closed session was not needed.

DIRECTOR'S COMMENTS:

Rebecca reminded the Board that our State Re-Accreditation site visit will be on February 28th and March 1st, 2017. Carol Largent and Sam King, Jr. have agreed to be here on February 28th between 4:30 and 5:00 for their Board interviews. If anyone else wants to attend, please come.

Rebecca updated the Board that the new ultrasound machine is here and training has started.

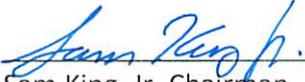
Rebecca reported that we are waiting on the contract for the mid-level provider. The contract is still in Legal at the hospital. Then it will have to go to the County attorney. Hopefully, we will be able to start in March.

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ADJOURN

With no further business to come before the Board, Chairman Sam King, Jr. adjourned the meeting at 6:05 p.m.

Approved this the 8th day of February, 2017.



Sam King, Jr, Chairman
Burke County Board of Health

Attest:



Rebecca McLeod, MPH
Health Director, Burke County