

Stanly County Health Department

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STANLY COUNTY BOARD OF HEALTH

March 6, 2008

Meeting Minutes

The Stanly County Board of Health met on March 6th, 2008 at 7:00 PM in the Conference Room of the Stanly County Health Department. All Board Members were present with the exception of Mr. Gene McIntyre. Staff present was Dennis Joyner, Health Director, Debbie Bennett, Judie DeMuth, David Ezzell, Gary Godwin, Patricia Hancock, Patti Lewis and Becky McKeon. Leon Warren attended as media representative.

Board Chair Hathcock called the meeting to order and entertained a motion for approval of the January 3rd, 2008 board meeting minutes. A motion to approve the minutes as presented was made by Mrs. Rudisill, seconded by Dr. Mauldin, and approved by the board.

HEALTH DIRECTOR'S REPORT

A report on Health Department expenditures and revenues as of January 31st was reviewed. Mr. Joyner explained the reports and areas where revenues were behind projection.

The Health Director updated the board on the agency's personnel status. He reminded the board of the retirement of Janice Keck as of 3-31-08 and announced that Linda Morris, RN who has been a Health Department employee since 4-21-81, and currently works in the Smart Start Program, will be retiring on 4-30-08. Additionally, Director Joyner made the board aware of the resignation of Amy Myers effective 3-3-08, a Community Health Assistant employed since 10-19-92.

Board Members were made aware of a N.C. Association of Boards of Health Survey and the director requested that before leaving the meeting, each member should share pertinent information with Judie DeMuth, Board Clerk in order for the survey to be completed and forwarded to Raleigh.

An anonymous letter that was recently received by several board members was discussed concerning an animal control response to a call involving a homeowner within the Albemarle City limits shooting a stray dog that attacked his family pet. Mr. Joyner and Gary Godwin, Animal Control Supervisor, discussed their knowledge of the matter and the members agreed that the situation was handled appropriately.

The need for orientation training for board members was brought to everyone's attention by the Health Director, who explained that an evening workshop on Rules and Procedures was being planned by the state in the fall in Montgomery County and encouraged members to let him know if they were interested. Also, Mr. Joyner offered an "Orientation Program for Local Boards of Health" on CD-Rom to any board member who would like to review the orientation information at their leisure.

NEW BUSINESS

Patricia Hancock was recognized to give an overview of the new State Health Information System (HIS) used by Health Department clinics, which should be in place by fall of this year. Mrs. Hancock explained that the new HIS will provide an automated means of capturing, monitoring, reporting, and billing services provided in local Health Departments, Children's Developmental Service Agencies, the State Laboratory for Public Health and environmental lead investigations for the Division of Environmental Health. The new system should also provide the mechanism for increased accountability for the state and local health departments for use of resources and outcomes as well as produce statistical reports to monitor type and quality of services provided, evaluate service delivery trends, project future needs and improve levels of service provided. Also, on-line processing of requests to the State Public Health Laboratory will allow an automated process for receiving results from the State Laboratory, and will provide billing and claims generation via an automated transmission activity for reimbursement to Medicaid and other third party

payers. All exam rooms, including the dental clinic are being equipped with laptop stations with wireless internet access in an effort to increase easy access to patient health information when conducting patient exams.

The Health Director then informed the board that new software specifically set up to handle Environmental Health activities was being considered. David Ezzell, Environmental Health Supervisor explained that all three programs now working together through Central Permitting: Environmental Health, Planning and Zoning, and Building Inspections have been working to consolidate files and related operations for approximately two years. He stated that RFP's have been sent out requesting proposals for a fully integrated permitting, environmental health, inspection, zoning and code data management software package. The deadline for the RFP submittals is March 17th. The software will allow for complete tracking of the development of a property from planning to completion of construction, and is expected to cost approximately \$47,000 for each department.

New North Carolina well requirements and how they will impact Stanly County well rules were discussed. David Ezzell explained the new rules, which have not been adopted to date, define the requirements for evaluating proposed well sites, issuance of permits, grouting inspections, well head inspections, and approving new wells. The current local rules were written and adopted in 2003 and the primary difference is that the new State rules only address drinking water supply wells, and the current local rules address all wells except monitoring wells permitted by the N.C. Division of Aquifer Protection. The board was made aware that they must adopt a sunset provision that will repeal our current rules and place into effect revised rules on June 30, 2008 or on the date the state rules go into effect. Local rules may be more stringent than the state's rules but not less stringent. In order to adopt the County's revised well rules a public hearing will need to be scheduled before final adoption.

UNFINISHED BUSINESS

The budget process for 2008-09 was discussed and the board was informed that no guidance or timeframe has been received from the County Manager or Finance Office to date. However, staff has begun working on budget requests and it is anticipated that all budgets will be due by the end of March. With so little time to prepare the Health Department budget for Board of Health approval before submitting to the Finance Office, and the busy schedules of board members, it was decided that the usual routine of meeting with a Budget Committee composed of Board of Health members may need to be excluded this year. Everyone agreed that if necessary, the April 3rd Board of Health Meeting would be primarily to review and approve the FY08-09 budget.

Board Members were given an update on the Animal Control Program which included new Animal Shelter Rules by the N.C. Department of Agriculture and Consumer Services. Director Joyner informed the board that even though the use of needle injections for euthanasia has not been state mandated to date, he is recommending that this process be adopted by the animal shelter and that we begin the transition as soon as feasible. Issues surrounding euthanasia of animals in the possession of animal shelters, including standards for equipment, procedures, and training of personnel along with animal transportation standards was discussed. Gary Godwin, Animal Control Supervisor stated that some county animal shelters contract with veterinary groups or businesses to take care of euthanasia needs, but ideally a staff member should be trained and qualified in this procedure for most efficient operation. After discussion, the Health Director stated that a new full time position to be trained in euthanasia and possibly act as the shelter manager would be included in the FY08-09 budget request for the Animal Control Program. Mr. Joyner added that the current Animal Control Ordinance was adopted in 1992 and within 8 – 12 months a committee should be formed to review the ordinance and make recommendations of changes that need to be made.

OTHER BUSINESS

The board was informed of a recent Communicable Disease Program review by the State. Staff involved with the review was commended for a good job, as the review went well.

Information from the 2007 Community Health Assessment was shared with Board Members, and Director Joyner thanked everyone that attended the recent Health Expo at Stanly Regional. The Expo was well attended and the data provided an overview of health issues and concerns in Stanly County. Further review and analysis of community health data will be integrated into efforts of the Partners in Health Coalition and other organizations.

With no further business to discuss, Dr. Mauldin made a motion for adjournment. The motion was seconded by Mr. Chambers, and passed by the board.