

Stanly County Health Department

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STANLY COUNTY BOARD OF HEALTH

August 7, 2008

Meeting Minutes

The Stanly County Board of Health met on August 7th, 2008 at 7:00 PM in the Conference Room of the Stanly County Health Department. Board Members absent were Dr. Jim Marshall and Dr. Lana Riemann. Staff present was Dennis Joyner, Health Director, Debbie Bennett, Judie DeMuth, David Ezzell, Gary Godwin, Dean Lambert 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 June 5th board meeting minutes. A motion to approve the minutes as presented was made by Commissioner McIntyre, seconded by Mr. Chambers, and approved by the board.

HEALTH DIRECTOR'S REPORT

The Health Director updated the board on the agency's personnel status stating that a job description and required forms for the new Animal Control Officer Position approved in the new fiscal year have been completed and forwarded to State Personnel for approval. This position will be advertised with expectations to fill the position as soon as state approval is received. Board Members were made aware that Dr. Laurence Drexler, who works as a dentist in the Health Department Dental Clinic has announced his plans to leave employment with the county at the end of October, 2008.

A report on Health Department expenditures and revenues as of June 30th was reviewed. Mr. Joyner explained the reports and stated that the figures reflected are preliminary and not final, as there are still outstanding financial entries that have not yet been posted by the Finance Office for the end of the 2007-08 fiscal year.

The board was made aware that the Department Management Team was planning a one day strategic planning meeting to be held on August 20th at the Badin Inn. This meeting will assist with goal-setting for the department along with long range plans for the next several years. Mr. Joyner added that Mr. John Graham from the N.C. Institute for Public Health will facilitate the meeting. This planning process will also assist the Health Department in meeting requirements for local health department accreditation.

Director Joyner informed the board that on July 21st the animal shelter implemented a new animal control software system and Gary Godwin, Animal Control Supervisor, explained the operations of the new system which not only includes new more detailed reports on all animal control activities, but also links to a pet adoption web site that should increase the number of adoptions from the shelter. Information on PetHarbor.com, along with pictures and how to access the web site was shared with the board. Mr. Godwin thanked the Board of Health and County Commissioners for approving and supporting the purchase of this new data base system.

The Environmental Health Program Supervisor, David Ezzell updated the board on new Central Permitting Software that would include Environmental Health, Building Inspections, and Planning & Zoning Departments. He explained that eight weeks of intensive training was required for staff to be able to use the new software, and Building Inspections and Planning & Zoning were scheduled to go live on October 20th. The software vendor is in the process of developing the environmental health portion of the system and a date for the Environmental Health Program to begin using the new program has yet to be announced. Mr. Ezzell added that the new data based program will combine information from all three departments, which is now referred to as Central Permitting.

Board Members were informed that additional Stanly County Partners in Health Funds have been made available which include \$30,000 over a 3 year period from a Kate B. Reynolds HealthCare Trust Grant, and \$5,600 in State Healthy Carolinians funding. The Health Director stated that he will share more detailed information on how these funds will be used when they are received and presented to County Commissioners for approval.

NEW BUSINESS

The Health Director's Job Description was presented to the board, and Chairman Hathcock explained that she had reviewed the state form and found it to be in order. After discussion, Dr. Mauldin made a motion to approve the job description as presented. Mrs. Margaret Rudisill seconded the motion, which passed by the board.

A list of patient account receivables and bad debts for the period of 7/1/07 thru 6/30/08 for all Clinical Programs, the Home Health Program and the Dental Clinic was reviewed by the board. The Health Director discussed the information and explained that 20% was projected as uncollectible in Medicaid revenues in Dental and General Clinics and 40% was projected as uncollectible Medicaid and insurance revenues in Home Health. After discussion, Mr. Chambers made a motion to accept the report as presented and forward as needed to County Finance. The motion was seconded by Commissioner McIntyre and passed by the board.

The board was informed that a new vehicle to be used for Animal Control activities was needed. A vehicle was included with the new position request in the department's 08-09 budget request, but was inadvertently left out of the budget when the position was approved. County Administration had been made aware of the need and the department will be requesting approval from the County Commissioners for a budget amendment. Pictures of several alternative/van type vehicles were shared with board members and Gary Godwin explained the need for a vehicle that contained a forced-air control/ventilation system for the animal compartments. The projected cost of this type of Animal Control vehicle would be approximately \$35 - \$38,000. After discussion, the board agreed for staff to pursue purchase of an alternative type vehicle as described.

UNFINISHED BUSINESS

Director Joyner gave an update on the Badin Lake Fish Study status and shared information from a meeting he attended in Raleigh on July 18th with State Public Health Officials. A copy of the work plan to investigate Badin Lake fish tissue exposure to determine the safety of human consumption was presented to the board and included a map indicating three areas where sampling of fish would take place. The study work plan was prepared by the Occupational & Environmental Epidemiology Branch of the N.C. Division of Public Health. The Health Director explained that the sampling could take place by the end of August, 2008 with results and analysis possibly made available in January or February of 2009. It was duly noted that the Stanly County Board of Health was instrumental in recognizing the need for a fish study which Mr. Joyner stated would cost approximately \$35,000, and to date it has not been fully established who would pay for the study.

OTHER BUSINESS

A review of recent departmental activities was discussed, and the implementation of a new NC Electronic Disease Surveillance System (NCEDSS) was explained by Becky McKeon, Communicable Disease Coordinator for the Health Department. Mrs. McKeon explained how the new program would work and stated that training on the system would take place next month throughout the state of North Carolina. Board Members were made aware that implementation of a new NC Health Information System (HIS) was also taking place, with a roll out date currently scheduled for the middle of November. The new HIS system will be web based and include patient information in every clinical program and allows an interface with other Health Departments and the State. While HIS is not technically an electronic medical record system, it is very closely related in many aspects.

Board Members were updated on accreditation activities, and the Health Director stated that policy development is of utmost importance. He added that staff is working on meeting the requirements of benchmarks in an effort to be ready for the accreditation review scheduled for 11/12/08.

With no further business to discuss, Commissioner McIntyre made a motion for adjournment at 8:30 PM. The motion was seconded by Mrs. Rudisill, and passed by the board.