

# **Stanly County Health Department**

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## ***STANLY COUNTY BOARD OF HEALTH***

**November 6, 2008**

**Meeting Minutes**

The Stanly County Board of Health met on November 6<sup>th</sup>, 2008 at 7:00 PM in the Conference Room of the Stanly County Health Department. Board Members absent were Mrs. Teri Hathcock, Dr. Laura Mauldin and Commissioner McIntyre. Staff present was Dennis Joyner, Health Director, Debbie Bailey, Debbie Bennett, Judie DeMuth, Patricia Hancock, and Patti Lewis. Leon Warren attended as media representative.

Vice Chairman Chambers called the meeting to order and entertained a motion for approval of the October 2<sup>nd</sup> board meeting minutes. A motion to approve the minutes as presented was made by Dr. Yowell, seconded by Dr. Marshall, and approved by the board.

### **HEALTH DIRECTOR'S REPORT**

The Health Director updated the board on the agency's personnel status informing them that recruitment for the new IT Support Technician position will begin as soon as a job description is completed and approved by the Office of State Personnel. In the WIC Program, Lucy Walters who has worked for several years as a Nutritionist II has been promoted to WIC Director due to the recent retirement of Jo Linker. Mrs. Linker's PHN I position has been reallocated to a Nutritionist I position which has been advertised. Dr. Laurence Drexler will be leaving the dental clinic on 12-1-08, and a new Environmental Health Specialist Trainee will be starting work in January 2009.

A report on Health Department expenditures and revenues as of September 30<sup>th</sup> was reviewed. Mr. Joyner explained that with revenues at 27% and expenses at 22%, figures are on target as ideally at this time of the fiscal year figures should be at 25% of budget. The Health Director shared that due to the downturn in the economy and slowing tax revenue, the County Manager has asked for all county departments to begin prioritizing how they could reduce their budget by 3% if the county needed to formalize cuts in the coming months. For the Health Department, he added that this would most likely be accomplished through lapsed salaries.

The board was informed that during the month of October flu shots have been given on Fridays averaging 220-278 each week. Flu shots given at the drive thru mass event/preparedness activity that was held on October 3<sup>rd</sup> at the Agri-Civic Center totaled 181, with 117 vehicles driving thru which took an average time of 6.2 minutes per vehicle from start to finish.

### **NEW BUSINESS**

In recognition of Home and Hospice Care Month, information was shared on the Home Health Program by Debbie Bailey, RN, Home Health Supervisor. She stated that during the month of October, 77 patients were enrolled in Home Health resulting in 264 RN visits, 75 aide visits and 349 therapy visits, reflecting a total of 688 visits. Board Members were given the opportunity to ask questions, and Mrs. Bailey added that they needed to identify another physical therapist to work in the program.

The 2008 State of the County Health Report (SOTCH) was distributed to the board by Debbie Bennett, Health Educator, who gave an overview of the report. She explained that the purpose of SOTCH is to complement the Community Health Assessment in assessing and monitoring public health priorities and identifying efforts being made to address the prioritized concerns. Mrs. Rudisill noted that the Healthy FUNdamentals Program and Passport to Fitness Program should be included as additional activities occurring in the community to address the priority of obesity. After further discussion and comments, a motion to accept the report was made by Mrs. Rudisill, seconded by Dr. Yowell and approved by the board.

Next, the Health Director explained that it was time for his yearly Performance Evaluation and forms were distributed to Board Members. The Board chose to complete the evaluation forms at that time. Judie DeMuth, Clerk to the Board, will forward the information to Board Chair Hathcock after giving the three members absent an opportunity to participate in the evaluation. When all board members have completed the evaluation, the Chair will forward a summary to the County Manager.

### **UNFINISHED BUSINESS**

Director Joyner gave an update on the Badin Lake Fish Study stating that he had not received any additional information on the status of the lab analysis of the fish samples, but should get additional information in the next few weeks.

Vice Chairman Chambers presented a Certificate of Appreciation to Mr. Frank Simpson who chose not to be considered for reappointment to a second term as a Board of Health General Public Member. The Health Director informed the board that after talking with Board Chair Hathcock, a call was made to Mr. Larry Faulkner to discuss the possibility of his filling the vacant General Public position and he agreed if appointed by County Commissioners. Board Members were informed that Mr. Faulkner had served in this capacity before and proved to be an asset to the board. Director Joyner shared that Mrs. Hathcock had agreed to serve another term as the Pharmacist Member and Mrs. Rudisill made a motion to submit to County Commissioners the name of Larry Faulkner to replace Frank Simpson as a General Public Member and Teri Hathcock for reappointment to a third term as Pharmacist Member. The motion was seconded by Dr. Marshall and passed by the board. The director agreed to forward this information to Commissioners for their consideration.

Board Members were informed that in an effort to collect additional information regarding possible changes with employees' work schedules, a patient survey has been conducted over the past two weeks regarding clients' interest in the possible availability of extended hours at the Health Department. Director Joyner explained that 199 responses had been received resulting in 39% preferring earlier hours and 54% preferring later hours. After discussion, the board agreed that a flexible work schedule should be considered for employees as long as the required 37.50 hours are maintained. The Health Director will discuss this issue further with the Department Management Team (DMT) and continue to work on possible schedules that will offer good results for both staff and clients.

The Health Director asked for approval of the 2008 Health Department Strategic Plan that was distributed at the October Board Meeting. Mrs. Margaret Rudisill made a motion to approve the Strategic Plan as presented. The motion was seconded by Dr. Riemann and approved by the board.

### **OTHER BUSINESS**

Board Members were updated on accreditation activities and reminded that the site visit review is scheduled for November 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup>. Representatives from the Iowa State Health Department will also be attending the site visit as observers of the accreditation process. The Health Director expressed appreciation to Dr. Riemann and Mrs. Hathcock for agreeing to meet with the accreditation team as Board of Health representatives on Friday, November 14<sup>th</sup>. He explained the process by reviewing the schedule, answered questions, and thanked

Patricia Hancock for her lead role in the accreditation process. He also stated that the results should be received in mid December and will be shared at the January board meeting.

A list of internet links to the N.C. Public Health Statutes along with policies and procedures for Participation in Community Improvement and Diversity in the Workplace was distributed, reviewed and discussed. Dr. Ann Yowell made a motion to approve the policies as presented, which was seconded by Dr. Riemann and passed by the board.

Director Joyner stated that the accreditation process has brought to his attention the need to list “Public Comments” on the Board of Health meeting agendas as a standing item. Everyone agreed that this should be on all agendas and listed as the third agenda item, under the approval of board minutes.

Everyone was reminded that the board would not meet during the month of December and since the first Thursday in January would be New Year’s Day, the board agreed that the next meeting should be scheduled for January 8<sup>th</sup>, 2009.

With no further business to discuss, Mrs. Rudisill made a motion for adjournment at 7:50 PM. The motion was seconded by Dr. Marshall, and passed by the board.