

# **Stanly County Health Department**

1000 North First Street, Suite 3

Albemarle, NC 28001

(704) 982-9171

Fax (704) 982-8354

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

**January 8, 2009**

### **Meeting Minutes**

The Stanly County Board of Health met on January 8<sup>th</sup>, 2009 at 7:00 PM in the Conference Room of the Stanly County Health Department. Board Members present were Mr. Stephen Chambers, Mr. Larry Faulkner, Mrs. Debby Johnston, Commissioner McIntyre and Dr. Ann Yowell. Staff present was Dennis Joyner, Health Director, Debbie Bennett, Judie DeMuth, David Ezzell, Patricia Hancock, Patti Lewis, and Becky McKeon. Leon Warren attended as media representative.

Vice Chairman Chambers called the first meeting of the year to order and welcomed those present. First term board member Larry Faulkner, who served on the board in previous years, was sworn in by Mr. Chambers and welcomed by everyone present. Judie DeMuth, Clerk to the Board witnessed and notarized the Oath of Office. Since a quorum was not present, election of officers for the year of 2009 and approval of November 6, 2008 board minutes were tabled until the next meeting.

With no one requesting comments during the Public Comments segment, the meeting was turned over to the Health Director.

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

The recent accreditation of the Health Department that took place on November 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> was discussed, and Mr. Joyner explained the process including two minor exceptions that were noted along with his response. The Health Director expressed appreciation to Patricia Hancock, Accreditation Coordinator and Gay Welsh, State Consultant for their lead roles in preparing for this review. Board Members were invited and encouraged to attend the presentation of a plaque to the Health Department for achieving accreditation on February 16<sup>th</sup> at the Board of County Commissioners meeting.

The Health Director updated the board on the agency's personnel status informing them that recruitment for the new IT Support Technician position has begun with a large number of applications received, and interviews possibly taking place next week. Dr. Laurence Drexler resigned from his dentist position on 12-1-08 which will be left vacant until an assessment is completed on current staffing of the dental clinic. The vacant Nutritionist position has been re-advertised in an effort to solicit qualified applicants, and Ms. Taylor Morton began work on January 5<sup>th</sup> as an Environmental Health Specialist Trainee. Concluding the personnel update Director Joyner stated that Kathy Layton, who had been working in the Home Health Program on a PRN basis, had resigned and Judy Hartsell who worked as the Home Health Supervisor until her retirement last year has agreed to fill this PRN position.

A report on Health Department expenditures and revenues as of November 30<sup>th</sup> was reviewed. Mr. Joyner explained that with revenues at 43% and expenses at 38%, figures are on target for this time of the fiscal year.

The Health Director shared that due to the downturn in the economy and slowing tax revenues, the County Manager has asked for all county departments to prioritize and reduce their budgets by a minimum of 3%. A list of Health Department budget reduction priorities for FY08-09 were reviewed by the board and Mr. Joyner explained the list which consisted of lapsed salaries and benefits for a nurse and environmental health specialist positions along with the reclassification of a nursing position to a nutritionist position. All of these resulted in a 4.7% budget reduction. The board was informed that a hiring freeze has been initiated by the County Manager with the exceptions of public safety and revenue generated positions, which will be scrutinized. Also, all capital improvement projects have either been placed on hold or delayed until further notice.

### **NEW BUSINESS**

Board Members were informed that performance evaluations have been completed on all staff utilizing the review form used the past several years and required by county management. The County Manager is currently reviewing the recommended merit increases from each department head which will reflect all employees with at least 18 months of employment receiving an increase ranging from 2 to 4%, and will be effective with the January 23<sup>rd</sup> payroll. Merit pay this year will be processed differently in that any eligible employee that is below the mid-point of the salary scale may receive an increase in base salary not to exceed \$2,000, and employees that are above the mid-point of the salary scale and are below the 85% mark may receive a lump sum not to exceed \$2,000, a base salary increase not to exceed 1.5% of mid-point, or a combination of lump sum and base salary increases not to exceed a total of \$2,000. All employees that are above the mid-point and above the 85% mark may receive a lump sum payment not to exceed \$2,000.

The need to appoint a Board of Health Budget Committee was discussed, and board members were encouraged to be thinking about serving on this committee. However, since a quorum was not present this issue will be placed on next month's agenda.

### **UNFINISHED BUSINESS**

Director Joyner gave an update on the Badin Lake Fish Study stating that data on the lab analysis of fish samples have been completed with information/results being reviewed currently by the State Department of Epidemiology. Everyone present was encouraged to attend a scheduled public hearing for January 15<sup>th</sup> at 7:00 PM in the County Commissioners Meeting Room, with officials from the Division of Water Quality giving a report on the fish study.

### **OTHER BUSINESS**

The board was made aware of an efficiency study to be conducted in the Health Department Dental Clinic, along with 4 other counties in North Carolina. Funding in the amount of \$87,000 will be provided to cover the cost which will include a consulting group to visit each of the five counties and look at operations, clinic flow, structure of staff, billing operations, etc. A report on the findings of this study will be shared with the board in March or April.

With no further business to discuss, the board adjourned at 8:00 PM.