



# Stanly County Health Department

1000 North First Street, Suite 3

Albemarle, NC 28001

Phone (704) 982-9171 Fax (704) 982-8354

www.stanlycountync.gov



**May 4, 2017**

## **STANLY COUNTY BOARD OF HEALTH**

## **Meeting Minutes**

The Stanly County Board of Health met on Thursday, May 4th, 2017 at the Stanly County Health Department.

Board members present were: Larry Faulkner, Jann Lowder, Dr. Amy Jordan, Ric Cain, Shirley Lowder, Dr. Dianne Daniels, and Dr. Joan Eudy. Health Department Staff Present: Debbie Bennett, Becky McKeon, Tammy Morgan, David Ezzell, Teri Bowers and Health Director Dennis Joyner.

### **Welcome and Call to Order:**

Chair Larry Faulkner welcomed everyone and called the meeting to order.

### **Approval of April 6th, 2017 Board of Health Meeting Minutes:**

Chair Larry Faulkner presented the April 6th, 2017 Board of Health meeting minutes for consideration of approval.

**Motion: After review of the April 6th meeting minutes, Dr. Joan Eudy moved that they be approved as written with a second by Shirley Lowder. Motion carried unanimously.**

### **Public Comment:**

There were no general public members in attendance requesting to speak to the board.

### **Health Director's Report:**

- A. Personnel Update** – Mr. Joyner announced that McKenzie Huneycutt, RN, will begin work as a PHN II with the Home Health Department on May 15th, 2017. There are no other new personnel updates at this time.
- B. FY2016-17 Expenditures and Revenue** – Reports on program revenue and expenditures were presented for review. At 75% into the fiscal year, revenues are at 78% with expenditures at 70% as of 03/31/17. Mr. Joyner stated our revenue appears reasonable and expenses in good shape for this point in the fiscal year for most programs. He noted that Home Health revenues were lagging and some outstanding Medicare and Medicaid billing was being processed. He also shared that according to recent information, we may receive our 2016 Medicaid cost settlement payment by the end of this fiscal year.
- C. Program Performance Reports** – Program Performance Reports were presented for review and discussion. Numbers seemed consistent with prior month's performance for

each department. Mr. Joyner pointed out the low numbers in Environmental Health concerning soil evaluations completed within 10 days of request. Mr. Joyner stated he and Environmental Health Supervisor, David Ezzell, will be meeting with county manager Andy Lucas to discuss this issue and explore more beneficial performance indicators. Mr. Ezzell, spoke before the board and shared that permit volume was up and backhoe operators are three weeks out. This is one delay for staff that relies on backhoe operators to dig the holes for soil evaluations.

### **New Business:**

**A. Presentation and Approval of FY2017-18 Budget Recommendation** – The Health Department Budget for 2017-18 was presented for approval by Mr. Joyner. Mr. Joyner thanked the Budget Committee members, Ric Cain, Larry Faulkner and Dr. Tom Norwood for their meeting and review of the budget before presentation to the entire board. Mr. Joyner noted that the overall expenditure budget request is a 6.3% increase from our FY16-17 adopted budget, with a net request of a 9.8% increase in county funding from the current year adopted budget. The expenditure request is \$13,153 over county administration’s target for county supported programs (Animal Control, General Health Dept., and Environmental Health) which is primarily due to increases in professional services contracts, adding an electronic records system module and funding for an IT security risk assessment. He included an Enhancement Request form separately that lists significant new item requests that have not been entered into the budget system by program area budget. Highlighted budgetary items discussed with the board:

1.) **Overall Department** – Salary allocations are projected at current rates and any adjustments are due to probationary increases for qualifying employees. With current year merit adjustments and increases in various fringe benefits (health insurance, etc.), most program budget requests reflect corresponding adjustments.

No staff reductions are proposed in the requested budget. A processing Assistant V position is requested in the Environmental Health budget with supporting justification. That position is also reflected in the Enhancement Request spreadsheet.

There are no changes in the recommended service fees in our program areas this year. No new or replacement county vehicles are requested in next year’s budget.

Enhancement requests include: \$44,700 in the Dental Clinic primarily for clinic exam rooms and waiting area renovation and a powered loading ramp for a utility van; \$63,725 in Environmental Health for an additional management support position, a records imaging project and a related system software enhancement; \$20,500 in General Health Department budget for 2 exam table replacements, 6 office desk unit replacements, adding 4 lockable office doors and painting of staff office areas.

- 2.) **Animal Control** – The Animal Control budget request is 4.8% above the current adopted expenditure budget and \$1,400 under the budget “target.” No significant changes are reflected in the program’s expenditure or revenue budgets.
- 3.) **Environment Health** – The expenditure budget request is 3.3% above the current year’s adopted budget and \$4,586 above the recommended “target.” This is related to small increases in training, departmental supplies and vehicle maintenance budget lines.
- 4.) **Dental Clinic** – This expenditure budget request is 24.2% above the current year’s adopted budget. This increase is mainly due to electronic health record system enhancements, replacement of x-ray equipment, and establishing a financial assistance program for our OR dental patients with high out-of-pocket expenses. Approximately \$486,000 is budgeted from Medicaid cost settlement revenue to make the Dental Clinic budget “cost neutral.”
- 5.) **Home Health** – This budget reflects an increase of approximately 1% from the current year’s budget. A \$30,000 decrease is projected in professional service contracts based on current trends. An increase is related to adding “point of care” software enhancements to our electronic records system and laptop/mobile computers for staff. Projected Medicaid, Medicare and insurance revenues leave the budget a \$249,231 short of a “cost neutral” budget. As a result, \$249,231 is budgeted from the Home Health Fund Balance to offset the shortfall. This level may not be needed depending on Medicare, Medicaid and insurance revenues generated over the year but it is a concern if revenues continue to lag because the Home Health Fund Balance cannot support repeating shortfalls.
- 6.) **Fund Balance** – Finally, we are requesting the budgeting of \$302,231 from departmental fund balances (\$50,000 from Dental, \$249,231 from Home Health and \$3,000 from Animal Control) to support the FY17 budget. In addition to the Home Health and Animal Control Fund balances mentioned above within those programs, these funds will be used to support shared overhead and administrative expenses of the department as typically allocated in previous budgets.

**Motion: After comments, questions and discussion by the board, Ric Cain made a motion to approve the recommended budget for presentation to county administration with a second by Dr. Joan Eudy. The motion carried unanimously.**

**B. Proposed FY2017-18 Fee Schedules** – Mr. Joyner presented the FY2017-18 Fee Schedule and informed the board members there were no proposed fee changes recommended at this time. This includes General Clinic fees, Animal Control and Environmental Health.

**Motion: After review and discussion of the FY2017-18 fee schedule, Jann Lowder made a motion to approve the proposed fee schedule with a second by Dr. Amy Jordan. Motion carried unanimously.**

**Other Business:**

- A. **Departmental /Program Activities & Updates** – Informational material was given to each board member concerning a request for Communicable and Emerging Disease Funding through the legislature by the NC Association of Local Health Directors. Mr. Joyner explained the information describes the need for this funding and suggests “talking points” to share with our legislative representatives asking for support of this funding, which is slated to be \$75,000 per county for a total of \$7.5 million state appropriation.

The Stanly County Minority Health Council will be hosting a Community Health Forum, Series I which will be held Saturday, June 3<sup>rd</sup> at the New London Town Hall. A flyer containing information about the event was also presented to each board member. The purpose of this event is to engage with the community in understanding the social determinants of health, promoting health and wellness and achieving health equity in Stanly County. This is open to all members of the general public.

Mr. Joyner stated that the Community Health Expo was held the evening of April 25, 2017 in the community room at Morrow Mountain State Park. The event was titled “Unplugged, Families on Foot” and the event speaker was Jennifer Pharr-Davis, a nationally renowned hiker. Mr. Joyner said the event’s focus was to promote physical activity through walking/hiking and taking advantage of our areas’ trails and resources.

**Adjournment:**

There being no further business, Chair Larry Faulkner called for a motion to adjourn.

**Motion: A motion was made by Dr. Joan Eudy with a second by Dr. Amy Jordan that the Stanly County Board of Health meeting be adjourned. Motion carried unanimously.**

Respectfully Submitted,

Dennis R. Joyner, Secretary  
Stanly County Board of Health