



## Stanly County Health Department

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

**January 7, 2016**

**Meeting Minutes**

The Stanly County Board of Health met on January 7, 2016 at 7:00 p.m. in the Conference Room of the Stanly County Health Department. All Board Members were present with the exception of Dr. Keenya Little and Shirley Lowder. Staff Members present were Dennis Joyner, Health Director, Judie DeMuth, Debbie Bennett, Patti Lewis, Becky McKeon and Charles Hartsell. Leon Warren attended as media representative.

Chairman Faulkner called the first meeting of the year to order and welcomed those present. First term dentist board member Dr. Tom Norwood was sworn in by Mr. Faulkner and Judie DeMuth, clerk to the board witnessed and notarized the Oath of Office.

The floor was opened for nominations of a Chairman and Vice Chairman of the Board for the year of 2016. Dr. Janice Dunlap nominated Mr. Faulkner to continue to serve as Chairman of the board, and the motion was seconded by Debora Norris. With no other nominations offered, by acclamation Mr. Faulkner was elected to continue as Board Chairman. Dr. Dunlap then nominated Conrad Carter to continue to serve as Vice Chairman. Mr. Ric Cain seconded the motion, and with no other nominations, Mr. Carter was unanimously elected to continue as Vice Chairman of the board.

Chairman Faulkner entertained a motion for approval of the November 5th, 2015 board meeting minutes. A motion to approve the minutes as presented was made by Commissioner Lowder, seconded by Mr. Carter and approved by the board. With no general public in attendance, no comments were noted under Public Comments and the meeting was turned over to the Health Director.

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

Board Members were updated on the agency's personnel status with the Health Director informing them that in the Dental Program, one of the Dental Assistant's working hours had been reduced. To assist with a dentist vacancy, Dr. Candice Crowe is working on Monday's and Wednesday's as needed and Dr. Bill Burnside is still providing coverage one day per week. With the current dentist coverage, the clinic is able to maintain patient services fairly consistently. In the Animal Control Program, recruitment for the vacant Officer position is being considered.

Reports on expenditures and revenues for all Health Department programs along with performance reports in all areas of the department, including Home Health as of 11/30/15 were reviewed. Mr. Joyner explained that figures and performance statistics are at expected levels at 42% into the fiscal year. He pointed out that other than decreased inspections/evaluations in the Environmental Health Program due to the recent wet weather, all figures are on target.

### **NEW BUSINESS**

The budget process for FY16-17 was discussed and the Health Director requested that a budget committee comprised of at least three board members be appointed. Chairman Faulkner explained that this committee, as in the past, would attend a meeting with the Health Director and key department personnel to review the proposed budget before submission to the entire board, usually occurring during the month of April or May. Mr. Ric Cain, Mr. Carter and Mr. Faulkner all volunteered to serve on the committee. Commissioner Lowder stated that County Commissioners will hold a retreat in February to begin budget preparation and set goals and budget guidelines for the departments.

Director Joyner made the board aware of a local cable TV program that the department produces through Stanly Community College. A recent airing of the channel 21 program, *Public Health in Action* was reviewed by the board in which the Family Planning Program at the Health Department was featured and the director further explained that various public health topics are discussed/presented throughout the year. In an effort to educate Stanly County citizens of Board of Health responsibilities, Director Joyner asked for board member participation in filming a channel 21 program episode. After discussion, the suggestion of the board chairman and vice chairman filming an episode with the Health Director was made; also the possibility of filming at a board meeting was discussed.

### **UNFINISHED BUSINESS**

The Health Director updated the board on strategic planning efforts, sharing community partner survey results that was emailed to approximately 120 organizations/individuals, with 53 responding. Along with handouts, Mr. Joyner utilized a PowerPoint presentation which was followed by discussion and questions. Overall, the result of the community partner assessment was very favorable of the work and services of the health department.

Board Members were informed that the 2015 Community Health Assessment has been completed and is posted on the county web site for review. Director Joyner added that anyone wishing to receive a hard copy can do so through Debbie Bennett, Health Educator who was thanked for her work in coordinating and preparing the report.

### **OTHER BUSINESS**

Board Members were updated on various information including the receipt of additional funding in the amount of \$16,000 from the N.C. Division of Public Health - Oral Health Section. These funds will be used to enhance local dental preventive services for children and explore strategies to overcome barriers to dental care. The Health Department has received a total of \$467,918 in Medicaid cost settlement funds for FY2014 and \$93,236 for FY2012. The amount of \$4,400 has been requested and approved from the department's Fund Balance for expanding door security/access card control between the dental clinic waiting room and a staff office area. This installation should take place during the month of January.

Board Members were reminded that the flu season is still active and anyone who hasn't been immunized should still consider getting a shot.

The transition to the Cure MD electronic health records system is has gone very smoothly. Appointment schedules are still adjusted to allow more time until everyone is more familiar with the new system.

The floor was opened for discussion and annual review of the Health Director's job description that had been provided to board members. Mr. Conrad Carter made a motion to approve the job description as presented. Dr. Dunlap seconded the motion and was passed by the board.

Mr. Conrad Carter made a motion to go into closed session to discuss the Health Director's annual performance evaluation. Dr. Amy Jordan seconded the motion, which was passed by the board. After review and discussion, Commissioner Lowder moved to come out of closed session; the motion was seconded by Mr. Carter and passed by the board.

With no further business to discuss, the board adjourned at 8:45 PM.