



Stanly County Health Department

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Dennis R. Joyner, MPH
Director

STANLY COUNTY BOARD OF HEALTH

August 1st, 2013

Meeting Minutes

The Stanly County Board of Health met on June 6th, 2013 at 7:00 p.m. in the Conference Room of the Stanly County Health Department. All Board Members were present with the exception of Commissioner Ascitutto and Dr. Laura Mauldin. Staff members present were Dennis Joyner, Health Director, Judie DeMuth, Debbie Bennett, David Ezzell, Dean Lambert, Patti Lewis, Cindy Russell and Dr. Jennifer Lane.

Chairman Faulkner called the meeting to order and after welcoming those present, entertained a motion for approval of the June 6th, 2013 board meeting minutes. A motion to approve the minutes as presented was made by Mr. Carter, seconded by Dr. Dunlap and approved by the board.

There were no comments noted under Public Comments and the meeting was turned over to the Health Director.

HEALTH DIRECTOR'S REPORT

The Health Director updated the board on the agency's personnel status informing them that in the Home Health Program, Mary Ann Springer, RN will begin work on 8/5/13 as a PHN II. With most of the vacant positions now filled, the RN that has been working through a contract with Maxim has been given notice and her last day of work is scheduled for 8/9/13. Debbie Bailey, RN is continuing to fill in as Home Health Supervisor and retired employee Judy Bledsoe is working 1 to 2 days weekly to process the required billing. In the Dental Clinic, Mallory Drew began work on 7/29/13 in the vacant Dental Assistant position.

Reports on expenditures and revenues as of 6/30/13 were reviewed and Mr. Joyner explained that the year-end report was consistent with budget figures. He added that in the Home Health Program, the final deficit would be approximately \$50,000 which would be covered from the designated Home Health fund balance. Performance reports through the end of June were reviewed next, and Director Joyner explained that a decrease in the number of patients seen in the dental clinic was due to renovations and one employee was on family medical leave.

The new NC Tracks Medicaid processing system was discussed and the Health Director explained that payment delays are widespread among all health care providers. He added that no payment has been received in some programs since 6/9/13 which is causing concern. The director noted that the department had over \$100,000 in Medicaid billing outstanding. The health department budget was able to accommodate the delay at this point but it could present future challenges if problems with the NC Tracks system are not resolved soon.

NEW BUSINESS

Mrs. Cindy Russell, RN gave a presentation on Communicable Disease activities at the health department and in Stanly County. She explained the purpose and various components of the communicable disease program and reviewed the STD/HIV/TB/CD activity report for FY2012-13. In particular Mrs. Russell noted an increase in the number of HIV positive patients seen at the health department as well as a small increase in the number of syphilis cases. Those in attendance reviewed statistical information and after time was allowed for questions and discussion, Mrs. Russell was thanked for her presentation.

A Home Health Program Performance Tracking Tool for the 1st and 2nd quarter of 2013 was reviewed. The Health Director explained that this report is required on a quarterly basis for Home Health audits as part of their quality improvement program.

Board Members were updated on accreditation activities and the Health Director reminded the board that the re-accreditation site visit is scheduled for September 3rd, 4th, and 5th. The need for three representatives from the board to participate in the site team interview process was discussed. Larry Faulkner, Conrad Carter and Dr. Eudy agreed to take part in the interviews and Dennis thanked them for agreeing to be a part of the accreditation process.

A policy, *Management of Customer Complaints* was reviewed by board members and after discussion and questions, Conrad Carter made a motion to approve the policy. Dr. Hal Royer seconded the motion, which passed by the board. The *Board of Health Operating Procedures* policy was then presented. After discussion, Mrs. Lowder made a motion to accept the policy which was seconded by Dr. Yowell, and passed by the board.

Next, a list of patient account receivables and bad debts for the period of 7-1-12 thru 6-30-13 for all clinical programs, the dental clinic and the home health program was reviewed by the board. Due to grant funding from NACCHO that has been awarded but not received in the environmental health program, funds in the amount of \$5,088.52 was included in the report. The Health Director discussed the information and explained that overall figures presented were in line with previous years. He answered questions concerning when and in what program areas services may be denied due to non-payment issues and after discussion, Mr. Carter made a motion to accept the report as presented. The motion was seconded by Mrs. Lowder and passed by the board.

The Health Director presented orientation and educational information to board members. Handouts were distributed for placement in board member manuals. The presentation included educational material on: public health core functions and essential services, community assessment and strategic planning, boards and policy making, structure of boards of health including board authority and related public health laws, mandated public health services, health department accreditation, the consolidated agreement with the State and health director/administrator responsibilities.

UNFINISHED BUSINESS

The Health Director asked for approval of the FY2013-15 Health Department Strategic Plan that was reviewed at the June board meeting. Copies were distributed to board members for their manuals, and Mr. Joyner explained that he had met with Mrs. Lowder to discuss the plan and some adjustments were made since the last meeting. He thanked Mrs. Lowder for her input and requested that in addition to the department management team (DMT), he would like to have three board members to participate on a Strategic Planning Committee to review the information periodically during the year. He reminded them that the plan was ongoing and is a guide to help meet departmental and community health priority needs. Mr. Conrad Carter, Mr. Cain and Mrs. Lowder volunteered to serve on the committee. Mr. Joyner commented that the committee would convene after the completion of the 2013 Community Health Assessment, which is currently being written, so that the results of that effort could be used to assist with the strategic plan review.

OTHER BUSINESS

In preparation for the September 5th Board of Health meeting everyone was reminded to consider their term of office since several members terms would be ending as of 12/31/13. Possible recommendations for reappointments and/or new members would be discussed at the next meeting.

A final report from the School of Government - *Comparing NC's Local Public Health Agencies* was made available to board members.

Director Joyner shared information concerning the intention of the county to have a nurse practitioner available to provide County Employee Health Services. He explained that this benefit would provide care for episodic, acute conditions for employees and dependents covered under the current health insurance plan and funding to cover the expenses that would be incurred for this service was included in the new budget. Board Members were made aware that the Health Department has submitted a proposal to the County Manager to provide this service. The plan would utilize Patti Lewis, FNP for this service who is has been contracted through Stanly Medical Services to provide care for Health Department clients for a number of years. The director shared that the department had clinical capacity to accommodate this new service and he felt the department's proposal could save the County and employees money for certain aspects of medical care. More information will be shared at a later date on this issue.

With no further business to discuss, Mr. Carter made a motion for adjournment. The motion was seconded by Dr. Dunlap and passed by the board.