

**Buncombe County Department of Health
Integrated Board Minutes
September 8, 2011**

The Buncombe County Board of Health and the Social Services Department held the Integrated Meeting at 200 College St., on September 8, 2011.

Department of Health Board Members Present: Dr. Richard Oliver, L.C. Ray, Carol Peterson, Susanne Swanger, Bill McElrath, Winnie Zeigler and Gibbie Harris.

Health Staff Present: Julie Montanea, Karan Smith, Nelle Gregory, Dr. Jennifer Mullendore, Eddie Shook, Linda Tettambel, Erin Henderlight, and Terri Rogers.

Chair, Dr. Oliver called the meeting to order at 6:00 pm.

DISCUSSION & REVISION OF PROPOSED AGENDA/ADOPTION OF AGENDA

Dr. Oliver inquired if there were any discussion or revisions of the agenda. None mentioned. Ms. Swanger made a motion to accept the agenda as written, seconded by L.C. Ray. Mr. McElrath mentioned that the Health Director evaluation had been mentioned in a prior meeting to be reviewed in the September meeting and now has been moved to the October meeting.

MINUTES

The minutes of the Integrated Meeting on August 26, 2011 Meeting were presented. Mr. McElrath made a motion to accept the minutes, seconded by Winnie Zeigler.

QUESTION and ANSWER MONTHLY REPORTS:

Financial Report

The expenditure report shows that we are at 16.67% of the way into the budget year. The payroll expenditures show a slight larger percentage due to 3 payrolls in the month of July. The grand totals for expenditures are at 33.28%.

HR Report

The HR Report shows no changes from last month.

Performance Analysis Review

The PAR for the Department of Health is in the packets.

This report is the first for this year so many of the numbers are not much different. There are notes on WIC caseload changes effective July 1st, that shows a reduced amount from 5,507 to 5,228.

Behavioral Health-No Report this month

OLD BUSINESS: None

NEW BUSINESS:

FY11 Final Budget Review

Karen Smith gave the Budget Review for FY11. We are now at 100% of the expenditures while our encumbrance is showing a 97.82% with a final balance of \$356,647.48.

The grand total revenues for FY11 are at \$1,054,459.

Adolescent Immunization Initiative-Nelle Gregory and Eddie Shook

When we think about performance improvement, we must first determine which sector we are addressing. Public health works to measure success at the community level with a focus on the community assessment priorities; and at the agency level with a focus on our internal priorities and on our program priorities.

One of our agency priorities is to increase communicable & infectious disease outreach. This is also a program improvement activity. We have added one additional CD nurse and reorganized the program to increase capacity to work with the community. Since this was both an agency and a program priority, it proved to be a good place to focus our QI efforts.

We had an opportunity to partner with the State to work on increasing adolescent immunizations. The NC Immunization Branch offered to work with us to improve reporting, discuss strategies and provide any needed trainings. The agency has worked on defining values that will help us direct our efforts in a more intentional way. We have developed a set of decision filters to help us determine if a project is the best fit. Decision filters help us be more strategic. With limited resources, we need to be more strategic in how we use our limited resources. The AIQI project fit all our decision filters.

We selected this QI project: parents have concerns about vaccine safety, adolescents aren't getting to the doctor as often as young children for well check-ups so they miss opportunities to be vaccinated, and we had support from the DPH to partner with us. We assembled a team in March and determined our aim statement.

Our AIM Statement is; By September 30, 2011, we will increase the percentage of Buncombe County adolescents ages 11-18 who receive the four required and recommended vaccines by 5% (T-dap, MCV, HPV and Flu) to improve protection against vaccine preventable disease.

For this past year, 4.63% of Buncombe children in public & private schools claimed a religious exemption at Kindergarten level and 4.9% 6th graders claimed religious exemptions.

The Community Guide that works is to expand access, reduce out of pocket cost, provider reminder systems, client reminder systems, client education and community-wide education.

We surveyed local adolescent immunization providers to record challenges to vaccine administration. (April 2011), surveyed parents at 6th grade orientations to access vaccine awareness (May/June 2011) and surveyed an adolescent immunizations clients at BCDH concerning adolescent immunization media campaign (August 2011).

DIRECTORS REPORT: Gibbie Harris

Flu Update

A flu shot clinic is in the works and will be starting soon. Employee flu shot dates are also being scheduled.

Underground Dining Scene

Recently there has been a group of chef's from the area that have started a dining scene that the general public can attend by paying a fee. The events locations are secret until a few hours prior to the date of the meal and entertainment. This event notes that the proceeds go to charity. The Health Department's Environmental Health Office has contacted the chef's and discussed the food preparations that are required for such events.

Livable Communities Initiative

This initiative is being put together by the Land of Sky Regional Council. It is a 3 year project to develop a regional vision for economic prosperity, quality growth and sustainable development. A consortium of local governments, residents and organizations in Buncombe, Haywood, Henderson, Transylvania and Madison Counties are included in this group. They have enquired about having the Buncombe County Board of Health entering into an agreement to provide an individual to participate. The Board has agreed to have Gibbie Harris the primary point of contact and participant for this initiative.

CHAIR COMMENT:

PUBLIC COMMENT: None

A motion was made by Ms. Zeigler to adjourn, seconded by, Ms. Swanger. Richard Oliver adjourned the meeting at 7:15pm.

Respectfully submitted:

Gibbie Harris, Secretary

Adopted:

Richard Oliver, Chair