

**Buncombe County Department of Health
Board Minutes
February 9, 2012**

The Buncombe County Board of Health held the February Meeting at 200 College St., on February 9, 2012.

Board Members Present: Dr. Richard Oliver, Dr. Bart Martin, L.C. Ray, Bill McElrath, Susanne Swanger, Winnie Ziegler, Dr. David McClain, Linda Morgan and Dr. John Whitener.

Health Staff Present: Gibbie Harris, Julie Montanea, Dr. Jennifer Mullendore, Rich Munger, Eddie Shook, Linda Tettambel, Lisa Eby, Debbie Duncan, Karan Smith, and Terri Rogers.

Guest Present: Suzanne Molloy

Board of Health Chair, Dr. Oliver called the meeting to order at 6:07 pm.

DISCUSSION & REVISION OF PROPOSED AGENDA/ADOPTION OF AGENDA

Dr. Oliver asked if there were any revisions to the agenda, with no revisions a motion was made to accept the agenda as written by LC Ray and seconded by Susanne Swanger.

MINUTES

The minutes of the Board of Health Meeting on December 9, 2011 are in the packets along with the January 27, 2012 Integrated Meeting Minutes. Dr. Oliver presented the December minutes. A motion to accept the minutes was made by Ms. Ziegler and seconded by Dr. Martin. Motion passed and minutes approved.

Dr. Oliver presented the January Integrated minutes. A motion to accept the minutes was made by Dr. McClain and seconded by Dr. Martin. Motion passed and minutes approved.

QUESTION and ANSWER MONTHLY REPORTS:

Financial Report

The expenditure report looks as if we are at over budget due to workers compensation and longevity payouts to employees, but we are actually at 58.33% of the way into the budget year. The grand totals for expenditures are at 68.46%. Revenues look below budgeted amounts due to the Medicaid Cost Settlement and end of year budgeted low.

HR Report

No HR Report this month

Performance Analysis Review

The PAR report section on Fiscal Performance was mentioned by Julie Montanea. This measures percentages of bills being paid to the Dept. of Health from clients by both Medicaid and insurance. It records percentages by being paid after the 1st time billed status. For the month of Dec 2011 the percentages came out to 95% paid. This number is great.

Behavioral Health

Dr. McClain had a question for Rich Munger about the contracted company that is providing health services at the Detention Center. His question is about re-filling a prescription request he had from a patient that was housed there. Rich Munger said that he would be glad to check into the procedure in place and let him know.

Ms. Swanger mentioned that the Buncombe County Schools Dropout Prevention has been a huge success and recently was recognized for the program. It is at an all time low of high school dropouts.

OLD BUSINESS:

Ms. Harris shared with the board a discussion from a previous meeting about a Temporary Tattoo Permit Fee. Some months ago the department of health was asked about such permits. There is going to be a Tattoo Festival in Asheville that is going to be quite a large event. Each tattoo artist must be permitted in our county. Most are permitted in local shops and that permit is good for one year at the cost of \$250.00. Due to the festival that is only here for a weekend, the organizer is hoping that temporary permits can be granted at a cost for each tattoo artist for a weekend only permit for \$100.00 per artist.

A request was submitted to the Board of Health for approval of this \$100.00 fee. A motion was made by Mr. Ray to approve the fees, seconded by Ms. Ziegler. Dr. Oliver asked for those in favor. All were in favor, motion passed and approved.

Ms. Harris mentioned that at this event in March, the Communicable Disease staff will man a booth that has information for those interested on such topics as Hepatitis and other blood born diseases related to tattooing.

NEW BUSINESS

Nomination Committee Report

Dr. Oliver shared with the board that he will be stepping down as the Board Chair for the upcoming year and will remain on the board as a member. Dr. Oliver asked for the Nominating Committee to share with the remainder of the board the recommendations and nominations for Board Chair. Dr. Whitener, speaking for the nominating committee, nominated Susanne Swanger as Board Chair. Ms. Swanger accepted the nomination. Dr. Oliver opened the floor for more nominations. With no other nominations for Chair, a nomination from the floor was requested for filling Vice-Chair. Ms. Ziegler nominated Dr. Whitener for Vice-Chair.

Mr. Ray moved to close the nominations for vote, seconded by Ms. Ziegler. Dr. Oliver asked for those in favor of both Ms. Swanger as Chair and Dr. Whitener as Vice-Chair. All were in favor.

Mr. Ray spoke up to thank Dr. Oliver for the great work as Chair and knows that the commitment of time and dedication is one that is respectful of each member.

Accreditation-Board Roles and Responsibilities

Debbie Duncan shared with the Board the section of the accreditation process that the Board of Health is responsible for assuring is covered and completed. There are eight different benchmarks and each one has various numbered sections within them. A PowerPoint was shown in more detail.

In July 2012 we should receive a notification to submit all our documentation within a 90 day time frame. The accreditation committee will possibly interview some Board of Health Members. As time gets closer more information will be shared with the board.

Employee Wellness Plan

The Health & Human Services has been approved to do a Worksite Wellness Program with staff.

Coxe Avenue Update

The move of the Clinical Services, Lab, WIC, BCCCP, Disease Control and Immunizations to the Coxe Ave location was completed. This move was done with very little interruption of services to clients.

DIRECTORS REPORT

Grant Updates

Community Transformation Grant

Ms. Harris shared with the board information on a Community Transformation Grant, a federal grant that adds up to 7 million dollars a year that covers the next 5 years that will be split among 11 counties in our region. Our region has chosen Buncombe County Department of Health as the lead. Rural and low income population is the chosen area of focus.

Minority Health

The Minority Health grant is one that is being worked on by community partners that will focus on the coordination of care for local minorities.

State Health Director Conference

January was the month that the Health Directors Conference took place. The topic was Pioneering Healthier Communities. The Buncombe County Department of Health was well represented this year with staff attending and presenting on HIV/STD Outreach and Outcomes.

Regional Community Health Assessment Process

The Department of Health will be working with Mission Hospital on how to gather data for preparing the Community Health Assessment.

Ms. Harris shared that she has completed her term as the President of the North Carolina Association of Health Directors. She also shared that the State of North Carolina has a new State Health Director, Laura Gerald.

PUBLIC COMMENT:

No public comments

CHAIR COMMENT:

Dr. Oliver shared with the members that an orientation will be scheduled for Board Members. He asked the members to weigh in on having training that will cover a few hours in the daytime or cover this over a few months of meetings prior to each scheduled Board Meetings. The consensus was to hold these sessions prior to meetings. This will also allow the members to update the notebooks each member has.

The next Board of Health Meeting will be March 8, 2012.

A motion was made by Dr. Oliver to Adjourn, seconded by, Dr. Martin, the meeting was adjourned at 7:30pm.

Respectfully submitted:

Gibbie Harris, Secretary

Adopted:

Richard Oliver, Chair