

Harnett County Board of Health
Minutes of Regular Meeting
March 2, 2017

The Harnett County Board of Health met in regular session on Thursday, March 2, 2017 in the Health Department Board Room, Harnett County Governmental Complex, 307 W. Cornelius Harnett Blvd., Lillington, North Carolina.

Members present: Dr. Auston “Trey” C. Williams, III, Chairman, Ms. Patricia Chalmers, Vice-Chairwoman, Ms. Amy Allen, RN, Mr. C. Tyrus Clayton, Jr., Ms. Judy Herrin, RPH, Dr. Nicholas Pennings, Ms. Linda Sturdivant, Ms. Emily Barefoot, Ms. Barbara McKoy, Dr. Laura Smith and Mr. John Rouse, Jr., Health Director.

Other present: Graham Byrd, Debra Harris-Hawkins, Donna Surles, Gail Hobbs, and Natasha Johnson.

Chairman Williams called meeting to order at 7:00 p.m.

Announcements – Mr. Rouse introduced Gail Hobbs as the Interim Finance Specialist.

Consent Agenda – Minutes – Motion made by Ms. Barbara McKoy for the January 26, 2017 minutes to be approved as presented and seconded by Ms. Judy Herrin, RPH. Motion Carried.

Consider additions and deletions to the published agenda – Chairman Williams called for additions and deletions to the published agenda. Mr. Rouse asked to add 6a Billing Policy – action item and 6b Accreditation update. **Motion by Ms. Patricia Chalmers to approve the addition to the agenda as presented and seconded by Dr. Nicholas Pennings. Motion Carried.**

Public Comment – Period of up to 30 minutes for informal comments allowing 3 minutes for each presentation – Chairman Williams opened the floor for informal comments by the public, allowing 3 minutes for each presentation up to 30 minutes. Seeing no one, Chairman Williams closed the informal comments.

FY 2017-2018 Budget Proposal – Mr. Rouse discussed the overall budget proposal and fee schedule for FY 2017-2018 budget. Mr. Rouse reviewed each line item including decreases and increases, reviewed the programs fee schedule and stated we are not adding any new fees. Mr. Rouse related we have cut \$1,866,706 in expenditures due to the sell of Home Health and completing the scanning of medical records. Home Health revenues will not be in the proposed budget for 2017-2018. Mr. Rouse recommended the fee schedule remain the same. Mr. Rouse requested that we be allowed to purchase influenza vaccine using one vendor for adults. Henry Schein has been the health department’s vendor for flu vaccine for over fifteen years.

We pre-book before March with Henry Schein and are guaranteed our vaccine. **Motion made by Ms. Patricia Chalmers to adopt proposed budget FY 2017-18 which includes the fee schedule as presented and seconded by Dr. Nicholas Pennings. Motion Carried.**

Billing Policy- Gail Hobbs stated the changes to the Clinical Patient Fees, Eligibility and Bad Debt Write Off Policy & Procedure. The changes were made due to the recommendations from State auditors for the Family Planning program. **Motion by Ms. Emily Barefoot to approve the changes to the billing policy as presented and seconded by Ms. Judy Herrin, RPH. Motion Carried.**

Health Director's Report and Program Reports – Mr. John Rouse

Mr. Rouse reported the health department has received the Accreditation updates. The accreditation documentation deadline is June 1, 2017 and the scheduled site visit will be in the fall of 2017. Mr. Rouse presented the Board of Health Orientation and Ongoing Training Policy to the board, explaining the orientation process and training for the board members. Mr. Rouse stated Accreditation will also need a letter signed by Board of Health Chairman stating the health department has had the same health director since last accreditation.

Clinical Reports and Activity Summary – Donna Surles

- **Child Health** – Ms. Donna Surles stated clinic has been busy with a large increase in the number of flu cases being treated. Most of the cases tested have been Type A. Schools have reported to us that attendance has been low with excessive numbers of students being sick. Our newborn (NB) and postpartum (PPTM) home visits have increased to 23 in February although one of our visiting nurses went out on maternity leave February 9th.
- **Clinics** – Ms. Donna Surles related clinic visits have continued to increase each month since October and have also seen an increase in flu cases. Based on the state report we receive each week during flu season, influenza cases are showing a widespread increase across the state. The last weekly report showed that Region 3 was the second highest in the number of emergency department visits for flu like illness. The state lab alone has identified 223 cases of positive flu, the majority being Seasonal Type A. Public Health Epidemiologists among 7 large hospitals in North Carolina have identified 3,789 cases this season with 1,012 cases reported the week of February 18, 2017. There have been 63 flu associated deaths this season with the majority being age 65 and older. It is not too late to get the flu shot as the numbers continue to increase.

- Family Planning and Maternal Health** – Ms. Donna Surles related the clinic visits have increased. We are seeing more clients requesting the Nexplanon and would like to be able to offer Intrauterine device (IUD) in the near future. The Women’s Health Program is currently undergoing a program review which is conducted every three years by the state. The consultant has completed the policy review as well as the clinic walk-thru and client visits and reported that all went well. She praised the staff for their efforts with those programs. The consultants will return on April 4-5 to audit patient records which will complete the review. We have Rebecca Unger, PA who will begin on March 6th. We were hoping to have her early in February but her affiliation with the Medical Board took longer than expected. She will rotate clinics with our current providers. We hired a billing clerk on February 20th, Jocelyn Ramirez who is working in our adult health clinic. Carla Nuesmeyer former home health nurse will be making NB/PPTM home visits and will work as the Preparedness Coordinator. Our clinic visit numbers have increased when compared to 2014-2015.

July – January Activities Summary

	<u>2014/2015</u>	<u>2016/2017</u>
• Child Health Well	686	822
• Employee Health	817	1038
• Family Planning	545	1051
• Maternal Health	1462	1539
• Tuberculosis	519	1088

- Preparedness** – Ms. Donna Surles reported as part of the health department’s preparedness efforts we will conduct on-site distributing of Potassium Iodide (KI) tablets to Harnett County residents that reside within the 10-mile Emergency Planning Zone (EPZ) of the Harris Nuclear Power Plant on Friday March 3rd from 1:00-4:00pm at Duncan Junction in Holly Springs. KI is an over the counter medication that can protect the thyroid gland if exposed to radioactive iodine released during an emergency at the nuclear plant. Residents may pick up the tablets for their families at this distribution site. The tablets are available for pick up at the health department as well.

Home Health – Mr. Rouse spoke about the sell of Home Health February 28, 2017 was the last official day of the agency. Kindred Home Health assumed operations on March 1, 2017. The health department will continue to work on the remaining home health billing. The sell and transfer will not be official until a letter is received from Medicare. All remaining patients with home health were contacted about the sell of the agency. Home health employees and the county attorney have worked hard on getting this process complete.

Environmental Health – Mr. Graham Byrd reported Environmental Health Specialist, Andrew Currin has completed certification for onsite wastewater. He will be working on certification for wells next. Environmental Health only has one person at this time certified in wells. Mr. Byrd stated due to the issue of wet grounds based on the weather this time of the year, Environmental Health will experience more failed septic systems. The Food & Lodging program have been busy as spring approaches, more swimming pool permits issued. Mr. Rouse discussed the issue of a residence with onsite septic system malfunction. The residence was reported by fellow neighbors and has since been monitored by Environmental Health Specialist, Supervisor and Health Director.

Aging – Mr. Rouse related tax assistance services are available for the elderly and disabled January 31, 2017 through April 13, 2017. This program is sponsored by the Volunteer Income Tax Assistance Program (VITA) grant, and the Harnett County Retired Senior Volunteer Program. Tax preparation is available at the following locations Lillington- the Harnett County Library in Erwin and the Erwin Library, and in Coats the Coats Senior Center. The next community blood drive will be held on Thursday March 9, 2017 in the Commons Area. The opening ceremony for the 2017 Mid-Carolina Senior Games will be held on April 19th at Pope Air Field. Games will be held throughout the county during the month of April. Track events are held at Campbell University.

Current/Upcoming Events - Ms. Debra Harris-Hawkins provided an overview of upcoming community education and outreach sessions, including the following: Medicine Safety will take place at Henley Roberts Senior Center on Monday, March 6, 2017 from 10:00am-11:30am. The Living Healthy –Chronic Disease Self-Management Program classes will take place every Tuesday, February 21, 2017-March 28, 2017 from 9:30am- 11:30am at Coats Senior Center. The “Healthy Cooking on a Budget” will be held on Wednesday, March 29, 2017 from 12:00pm-1:00pm. The event is a free informative session on how to prepare low cost and healthy meal options. The annual “Girls are Great” & Teen Girls Conference will be held on Saturday, April 22, 2017 from 8:30am-1:00pm at Harnett Health Sciences Center. The event is to provide information on the physical and emotional changes that take place with girls during puberty. Harnett County Department of Public Health, NC Cooperative Extension, and

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Girls Scouts NC Coastal Pines will sponsor the event. Additional information about these events are posted on the Health Department's web site.

Women, Infant, and Children (WIC) - The Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) provides Federal grants to States for supplemental foods, health care referrals, and nutrition education for low-income pregnant, breastfeeding, and non-breastfeeding postpartum women, and to infants and children up to age five who are found to be at nutritional risk.

To be eligible for the WIC Program, applicants must meet all of the following eligibility requirements: Categorical, Residential, Income and Nutrition Risk. The WIC target population are low-income, and nutritionally at risk. The "Nutrition risk" means that an individual has medical-based or dietary-based conditions. Examples of medical-based conditions include anemia (low blood levels), underweight, or history of poor pregnancy outcome. The WIC program has established three full service sites across the county located in Dunn, Lillington and the Anderson Creek Medical Center located in Spring Lake. Across NC many WIC program have experienced a decline in numbers of program participants, however in Harnett County the WIC program continues to be one of the 15 out of 85 counties that are operating at or about the required 97% of the funded caseload. The staff has worked diligently, to increase and keep the caseload through implementing a few quality improvement strategies. The new caseload is 3,115 and a funding increase of \$40, 863 was awarded. We are proud of the work of the WIC staff.

Closed Session – There was no need for closed session.

New Business – Chairman Williams opened the floor for New Business. Being none Chairman Williams closed New Business.

Chairman Williams adjourned the meeting.

Respectfully submitted,

John Rouse, Jr.
Health Director

Dr. Auston "Trey" C. Williams, III, Chariman