

Iredell County Health Department Board of Health Minutes

Regular Meeting Special Meeting

February 16, 2017 - 7:00 p.m.
318 Turnersburg Hwy, Statesville, NC 28625

Members Present	Commissioner Thomas Bowles, Dr. Tiffany Bradford, Dr. Tim Burgiss, Dr. Heather Day, Lance Desmarais, Ben Loftis, Candace Reeves, Jerry Turner and Lisa Warren, RN
Members Absent	Sylvia Chapman, Dr. Robert Monson
Staff Members Present	Jane Hinson, Health Director; Bill Griffith, Director of Finance and Administration; Caroline Taylor, Assistant Finance Director; Brady Freeman, Environmental Health Director; Susan Johnson, Director of Clinical Services; Norma Rife, Director of Public Health Development & Promotion; Renee Holland, Executive Assistant
Others Present	Mark Tart

I. Call to Order, Invocation, and Introductions

Lisa Warren called the meeting to order at 7:00 PM.

Jerry Turner provided the invocation.

Lisa Warren then introduced our newest Board Member, Ben Loftis, who will be serving as our Professional Engineer member. Mr. Loftis expressed appreciation for his appointment to serve on the Board of Health as well as his community.

II. Public Comment

Lisa Warren asked if there were any representatives in attendance for public comment. Seeing none present, it was noted there were no public comments.

III. Service Recognition for Mark Tart

Lisa Warren recognized Mark Tart for his past 9 years of service to the Board of Health serving as the Engineer representative as well as serving as Chair during some of those years. She presented him with a plaque in his honor and expressed appreciation on behalf of the Board of Health for his years of service and support to the community and citizens of Iredell County. Mark then addressed the Board members and staff of the Health Department and thanked everyone for their commitment to the citizens of Iredell County and expressed his appreciation to each member of the Board as well as the entire staff of the Health Department for their hard work and dedication.

IV. Special Recognition of the Board of Health

Jane Hinson, Health Director, announced that the Association of NC Boards of Health presented the Iredell County Board of Health with the “Outstanding Board of Health Award” during a luncheon at the State

Health Director's Conference in Raleigh on January 19, 2017. Sylvia Chapman, Chair and Dr. Robert Monson, Vice-Chair accepted the award on behalf of the board. The award was given for "Outstanding leadership in protecting the health of Iredell County residents through the adoption of a Rabies Control Rule and a Mosquito Control Rule. The board was also instrumental in advocating for the adoption of a revised Iredell County Animal Control Ordinance that addressed public health concerns related to primates and hybrid dogs and cats." The Iredell County Board of Commissioners also recognized the Board of Health for receiving this award during their February 7, 2017 meeting. Jane then expressed appreciation to all of the Board members for their service to the community.

V. Employee Recognitions

Lisa Warren briefly recognized the following employees for their outstanding achievements:

- A. 2016 Employee of the Year – Brady Freeman, EH Director
- B. 2016 Firestarter Award – Rachael Cope, Communicable Disease Coordinator
- C. January 2017 Employee of the Month – Diego Vargas, Interpreter

She mentioned that Brady Freeman is the only employee in attendance this evening noting the other individuals were unable to attend. Jane Hinson also explained the process for selection of our Employee of the Year as well as the Employee of the Month based on nominations received from co-workers, supervisors or division directors. She also emphasized that the Board of Health Chair reviews the nominations and selects the employee of the month with the entire Board reviewing the twelve employees of the month nominations and making the selection of the Employee of the Year. She further informed this is our first Firestarter award, as it is brand new and stated this award was developed to be presented to the individual employee who received the highest number of "pats on the back" from supervisors, staff members, or co-workers throughout the year.

VI. Consent Agenda Items for Action (Attachment 1 and Attachment 2)

Lisa Warren asked the board members if they had reviewed the consent agenda items (Attachment 1 & 2) for approval. She then asked if there were any questions or comments regarding either of the items, being the minutes from the December 8, 2016 Board of Health Meeting as well as the addition of new codes and fees for Clinical Services. Hearing none, Lisa Warren then asked for a motion to approve the consent agenda items.

*A motion to approve the Consent Agenda items was made by Dr. Tiffany Bradford and seconded by Candace Reeves.
Voting: Ayes- 9 ; Nays- 0.*

VII. Items for Discussion and Action

a. Request Approval of 2017-2018 ICHD Budget (Attachment 3 – Caroline Taylor)

Caroline Taylor presented the 2017-18 ICHD Budget and briefly highlighted some of the proposed items listed in the budget. She also referred to the PowerPoint Presentation highlighting some of the slides as noted:

Caroline Taylor provided a PowerPoint presentation highlighting the process of how the budget is created for the Health Department. She also referred to the detailed copy of the proposed 2017-18 Budget which was included in the mailing packet for each board member to review in preparation for discussion, questions or concerns. She explained that data from the Community Health Assessment, Workforce Development Plan, Strategic Plan and the SOTCH Report is used to ensure that we have the resources necessary to reach our strategic goals. She also explained how the Health Department

budget packet describes what we do in Public Health specifically related to the clients served and the services/programs provided. Resources in this budget assure essential services of public health are being provided in accordance with local, state, and federal requirements (*Accreditation benchmark 39.5*). Funding in the budget is provided for recruitment, retention, and workforce development through financial allocations in training, salaries, and advertising line items (*Accreditation benchmark 37.6*). She reported just a few highlights in comparison of the 2016-17 budget with the projected 2017-18 budget noting the following items have contributed to expense increases in the budget: 2% salary adjustment and merit increases, \$5,000 Sign-On Bonus for authorized Environmental Health Specialists; Insurance and Bonds; Technology Supplies; and Contracted Services-Hardware Support for Barracuda Maintenance. She then emphasized expense decreases for the following: Professional Services-Dentist Salary decrease; Supplies-Medical & Drugs, adjusted for clinic volume; Contracted Services – Administration cut \$13,000 while Clinical Services cut almost \$40,000(interpreter); Contracted Services Software-decreased expense related to the implementation of CureMD, the new electronic health record. Next, Caroline discussed personnel, highlighting the request of two (2) new positions in Environmental Health; a Health Planner I in the Public Health Development and Promotion Division and a .40 allocation for a Dental Hygienist. We currently have a .60 FTE for a dental hygienist. The contract hygienist that worked two days a week recently resigned. It is more cost effective to make our .60 position a full-time FTE than to hire more contract support. She also referenced the following positions to be removed: .60 for Nurse Practitioner and .75 for Management Support as well as a total of seven (7) unfunded positions resulting in the full time equivalencies proposed for 2017-18 of 110 in comparison of 107.95 FTE's for fiscal year 2016-17. Next, she reviewed the expenses related to new purchases. These items include, two (2) Cisco Switches recommended by County IT; ARCMAP Software for two (2) new Environmental Health positions that provides scaled maps of lots for the Onsite Water Protection Program; three (3) Ricoh Copiers; Autoclave for Dental Program; Refrigerator for vaccine storage in Statesville; Two (2) Vehicles for new EH Specialist positions (*Accreditation Benchmark 31.6*). Caroline then outlined new projects proposed for 2017-18. Some of those are as follows: Eaglesoft, CureMD, Laserfiche and Kronos Timekeeping System. In conclusion, Caroline reported the percentage differentiation between the 2016-17 budget and the proposed 2017-18 final budget. She states there is an increase of 2.63% in the 2017-18 budget compared to the 2016-17 budget. She also reported an increase of 2.83% in County appropriations in the 2017-18 budget in comparison to the 2016-17 budget. (*See attached copy of slides*)

Caroline then asked if there were any questions with regard to the proposed 2017-18 ICHD Budget.

Dr. Tiffany Bradford questioned the overtime increase since 2014. Caroline informed this number has increased due to the fact of the changes being implemented with the new KRONOS Timekeeper system. She further explained that for Environmental Health employees there is mandatory overtime associated with the backlog whereas with the new system, all Environmental Health employees had to either be set-up as earning comp time or overtime. Staff currently earning comp time will now be compensated for overtime with the implementation of the KRONOS system.

Commissioner Tommy Bowles questioned if there were any known KRONOS issues and asked if this system would impact the Environmental Health staff. Brady Freeman, EH Director informed that at present, there doesn't seem to be any major issues that he is aware of and more specifically stated he doesn't perceive any negative impact with regard to his staff.

Commissioner Tommy Bowles then questioned the cost and type of refrigerator being proposed for Vaccine storage. Susan Johnson, Clinical Services Director informed that the refrigerator is of pharmaceutical grade which automatically increases the cost of the item. She further explained that

this type of refrigerator is required due to the amount and cost of vaccines which are required to be refrigerated.

Dr. Tim Burgiss referred to page 13 of the Budget and questioned the \$118,000 being cut from the Salary/Fringe line item. Bill Griffith, Finance Director, confirmed the amount being cut in the line item reflects the salary and fringe of the unfunded positions for the proposed fiscal year 2017-18 budget.

Jane Hinson, Health Director also explained that the new position of Health Planner I is for a full-time employee whose primary focus will be dedicated to Substance Abuse prevention efforts.

Lisa Warren asked for a motion to approve the 2017-18 Budget for the Health Department.

A motion to approve the 2017-18 ICHD Budget was made by Dr. Tim Burgiss and seconded by Jerry Turner.

Voting: Ayes- 9 ; Nays- 0.

VIII. Items for Discussion and Action as Needed

a. Financial Report (*Attachment 4 – December 2016; Handout A – January 2017 – Caroline Taylor*)

Caroline Taylor referred to the financial reports labeled as Attachment 4 and noted that Handout A is the financial report for January 2017. She stated that as of January 31, 2017, we are at 58% of our fiscal year and the Health Department revenues are at 49% and expenditures are at 51%.

Caroline then asked if there were any questions regarding either of these two reports. There were no other questions.

b. Health Director's Report (*Handout B; Handout D – Jane Hinson*)

Jane Hinson discussed the following topics and referred to the handouts (*B & D*) that each BOH member was given relating to topics referenced in the Health Director's Report below as well as the 2017 recommended immunizations for children as outlined by the CDC:

Administration

- Employees of the Month: The December Employee of the Month was Dee Payne-Dental Hygienist. The January Employee of the Month was Diego Vargas-Interpreter.
- Employee of the Year: Brady Freeman, EH Director, was chosen as the 2016 Employee of the Year
- Firestarter Award: Rachael Cope RN, Communicable Disease Coordinator, received the most Pats on the Back for 2016 and was given the new Firestarter Award

Animal Control

- Senate Bill 74: Senator Jim Davis from District 50 filed Senate Bill 74 on February 14, 2017 that would change the Rabies Control Laws by adopting the National Association of Public Health Veterinarians Compendium for exposure follow-up as adopted in our Rabies Control Rule.

Board of Health:

- Outstanding Board of Health Award: The Association of NC Boards of Health presented the Iredell County Board of Health with the "Outstanding Board of Health Award" during a luncheon at the State Health Director's Conference in Raleigh on January 19, 2017. Sylvia Chapman, Chair and Dr. Robert Monson, Vice-Chair accepted the award on behalf of the board. The award was given for "*Outstanding leadership in protecting the health of Iredell County residents*"

through the adoption of a Rabies Control Rule and a Mosquito Control Rule. The board was also instrumental in advocating for the adoption of a revised Iredell County Animal Control Ordinance that addressed public health concerns related to primates and hybrid dogs and cats.”

The Iredell County Board of Commissioners also recognized the Board of Health for receiving this award during their February 7, 2017 meeting.

Clinical Services

- **Immunizations:** The agency has started offering immunizations on a walk-in basis in an effort to improve immunization compliance rates by age 24 months (4 DTaP, 3 Polio, 1 MMR, 3 Hib, 3 Hep B, 1 Var and 4 PCV). The 2016 Annual Immunization Assessment completed on January 19, 2017 compliance rates for this population was 87% for health department clients and 73% for the county.

Drug Abuse Free Iredell:

- **NC DETECT (Disease Event Tracking and Epidemiologic Collection Tool):** The following data was reported from our three emergency rooms in 2016 based on ICD-10 codes

Diagnosis	Number
Medication or Drug Overdose	558
Unintentional Medication or Drug Overdose	235
Opioid Overdoses	83
Heroin Overdoses	43

- **Be The Miracle-Mooresville Chapter-** The Coalition did a presentation at their meeting on February 9, 2017 and was selected to be the financial benefactor for this quarter. The Coalition will received between \$8,000 to \$10,000 from *Be the Miracle* at our next meeting on March 6th.
- **Opioid Summit:** It's not too late to register for this educational event sponsored by the health department and Partner's Behavioral Health that is scheduled for February 25, 2017 at Langtree Plantation.

Environmental Health

- **Commissioner's Winter Retreat:** Brady Freeman will do a presentation during the February 23-24th retreat related to the environmental health recruitment and retention plan specifically related to the need for an additional REHS, a recruitment bonus and the pit requirement.
- **Food Protection Program:** Julie Yang and Danielle Wieberg received their Day Care Authorization and interns Loc Nguyen and Hugh Smith were authorized in Swimming Pools and Tattoos.
- **OSWP:** All four interns (Ben Botkins, Mohamed Dumarieh, Grace Herbert and Kayla Wilson) completed their Well Authorization. They continue to work on the On-Site Authorization requirement.

National Public Health Concerns

- **Repeal of the Accountable Care Act:** A portion of federal funds which had traditionally been used to fund state and local public health programs were rolled into the ACA's Prevention and Public Health Fund (PPHF). These funds total \$931 million and would result in an over \$20 million loss to public health in North Carolina. Local programs impacted by the funding cuts could include Immunizations, Healthy Communities, HIV/STD, Lead Poisoning and Prevention. The NCALHD has written a letter to our elected officials asking Congress to delay repealing the ACA's Prevention and Public Health Fund until a replacement "fix" is identified for the ACA. This provides a safety net for states and allows the CDC a transition period so they can get through 2017. There would then be time to work with appropriators on how to responsibly fund the funding lines at CDC lost by the elimination of PPHF.

- **Immunization Safety:** Robert Kennedy Jr. has met with President Trump regarding his belief that thimerosal that used to be found in many childhood vaccines is linked to autism. Thimerosal has been removed from routine child hood vaccines. He is an advocate for a parent's right to opt out of all childhood vaccine requirements. The President is considering the development of a Commission on Autism. There is already a National Vaccine Advisory Committee in place. Claims that vaccines are unsafe have been disproven by a robust body of medical literature including a thorough review by the National Academy of Medicine. The President has publically stated that he wants vaccines given in smaller doses over a longer period of time. The NCALHD and NCPHA were two of 350 national and state organizations that supported a letter sent to the President on February 7, 2017 expressing unequivocal support for the safety of vaccines.

PHDP

- **Community Health Assessment:** Megan Redford presented the Community Health Assessment to the Board of Commissioners on January 17, 2017.
- **Substance Use Resource Kits:** Child Fatality Grant funds are being used to develop resource kits and brochures for OB-GYN offices to distribute to prenatal clients related to substance use.
- **Minority Diabetes Prevention Program:** 65 individuals have been screened in Iredell County for the program with over 225 screened regionally. Mt. Nebo Church in Harmony is interested in hosting diabetes classes onsite. Classes should start in March.
- **Healthy Carolinians Coalition:** The Coalition will meet on February 28, 2017 at 3:00pm at the health department to start working on the health action plans developed as part of the Community Health Assessment process.

c. Activity Summary (Handout C – Jane Hinson)

Jane Hinson provided a report on the data noted in the Activity Summary highlighting the following increase of patient contacts in Family Planning and Immunizations. Susan Johnson informed that the increase in immunizations was noted for an increase in the administration of flu vaccine recently.

Jane then asked if there were any questions with regard to the Activity Summary. There were no questions noted.

IX. Other Discussion

Lisa Warren asked if there were any additional items for discussion.

Commissioner Tommy Bowles reported on the upcoming Board of Commissioner's Winter Planning Retreat which is scheduled at the Unity Center located in Statesville on February 23-24. He mentioned some of the topics for discussion on the agenda include restructuring of fire departments as well as the results of the recent salary study. He emphasized this meeting is open to the public and invited everyone to attend.

Brady Freeman provided a brief update on the Town of Love Valley situation. He stated that the State has now taken the lead. They are working directly with the engineer hired by the town to design a pump and haul system to dispose of the sewage as a temporary solution. He also noted that the town still has to develop a long term solution to this problem.

X. Adjournment

Lisa Warren asked for a motion to adjourn the meeting.

A motion to adjourn the meeting at 8:15p.m. was made by Commissioner Tommy Bowles and seconded by Candace Reeves.

Voting: Ayes- 9 ; Nays- 0

