

**Madison County Board of Health Meeting**  
**Thursday, July 27, 2017 6:30 pm**  
**Health Department Board Room**  
**Members Present**

Mike Stevenson, Public and Chair  
Matthew Wechtel, Commissioner  
Larry Peek, Engineer

Loretta Leake, NP and Vice Chair  
Andrew Thomas, Public  
Hanna Hardin, Pharmacist

Regular Meeting       Special Meeting

**Members Absent**

Dr Meg Pressley, DVM  
Dr. Karen LeHew, MD  
Rachel Smith, RN

Dr. Robert Adams, DDS  
Debbie Ponder, Public  
Dr. Marianna Daly, M.D. Ex Officio

**AGENDA**

- I. **Welcome and Call to Order** Chair, Stevenson 3 min
- II. **Consent Agenda - Approval of** Chair, Stevenson 5 min
- a. **Agenda-** Chair Stevenson asked for a motion to approve the agenda. Matt Wechtel made a motion to approve the agenda, 2<sup>nd</sup> by Andrew Thomas, the agenda was approved.
- b. **Board of Health Minutes, May 25, 2017** – Chair Stevenson asked for a motion to approve the minutes from May. A motion to approve the minutes was made by Hannah Hardin, 2<sup>nd</sup> by Matt Wechtel , the motion was approved.
- III. **Public Input Session** Community  
No public input
- IV. **Public Health Training**
- Clinical Lab Test Offered by the State** Robin Wallin 10 min  
Robin presented education about clinical lab specimens that the state will test for free. She reviewed the eligibility criteria. Some tests may be submitted by other providers and some may be submitted only by health departments. The Board had some questions which were addressed.
- V. **Announcements**
- Prescription Drug Take Back Event** Tammy 15 min  
Tammy announced on Saturday July 29<sup>th</sup> there is a drug take back at the Hot Springs Resort and Spa.
- Kiosk Unveiling**  
Vaya Health will be coming on Aug 2<sup>nd</sup> to unveil the kiosk for mental health services.
- RunBack to School 5K**  
The Sheriff’s Department is hosting a 5K on the Island in Marshall on Saturday August 12<sup>th</sup> at a cost of \$25 and the proceeds will go to purchase school supplies.
- Communicable Disease Award** Chair Stevenson  
Dr Daly has received a CD award from the NC Communicable Disease branch due to the champion of Hep C and her hard work and dedication to public health.
- VI. **New Business**
- a. **Drug and Alcohol Workplace Policy** Tammy 20 min  
Tammy presented the Health Department Alcohol, Drug Free Workplace Policy to the Board. There is a new policy that the county has adopted which includes random drug testing which will be done within 2 hrs and will be collected at Labcorp. Tammy asked the BOH if they choose to utilize the existing Health Department policy or adopt the county policy. There was discussion about the details of each with the county policy being more detailed. Chair Stevenson asked for a motion to adopt the county policy. Matt Wechtel made the motion to adopt the county policy, 2<sup>nd</sup> by Loretta Leake, No other discussion, motion passed.
-

- b. **Review and Approval of BOH Operating Procedures** Tammy 20 min  
 Tammy distributed the updated BOH Operating Procedures to the Board. The Board reviewed the operating procedures. Chair Stevenson asked for a motion to approve the operating procedures. Matt Wechtel made a motion to approve the procedures, 2<sup>nd</sup> by Andrew Thomas, no other discussion or concerns, motion passed.
- c. **Public Health Funding** Tammy 15 min  
 Tammy presented to the board the reduction in the Maternal and Child Health Block grant federal funds. New initiatives were added to this block grant and this resulted in a reduction of \$11,715 to Madison County. She reviewed where funds have been reduced and how these will be compensated for in order to continue these services. The board discussed the reduction in funds as well as the options for adjustment in the budget.

**VII. Administrative Reports**

- a. **Medical Director's Report**  
 Tammy 10 min
- I am attending the Kentucky Rural Health Meeting on Hepatitis C this week and will help promote the NC DPH CHAMP program which trains primary care providers to treat Hepatitis C
  - Have seen more patients at the MCHD and HSHP with Hepatitis C and have initiated treatment in several
  - The MCHD is now screening for Hepatitis C at the Madison County Jail. Rachel Potter, the Bridge Counselor, provides education to those who test positive and gives those inmates information about options for treatment when they are released
  - Tammy Cody and I attended the annual Legal Conference for Public Health in Chapel Hill in early June. This is always an important and informative meeting
  - Mission Hospital, in conjunction with the MCHD, will begin classes for Diabetes Prevention on August 8<sup>th</sup>. It is a yearlong, free telephonic program to encourage diet and lifestyle change in patients with pre-diabetes. I will help teach the initial class.
  - Our Diabetes education classes continue
  - We are seeing cases of Lyme Disease in western NC; this is now considered to be endemic in this area. It is also the time of year for mosquito borne illness. Remember to Tip and Toss and wear insect repellent.
  - I trained to become a Suboxone prescriber; it would only be used with our prenatal patients who are dealing with substance use issues. This is a medicine that replaces narcotics/opioids and is safer for the mother and baby. It will take several more months for me to begin prescribing this.
  - I will be meeting with WCMS (Western Carolina Medical Society) to help bring Project Access to Madison County residents. This would help provide free medical care to uninsured patients, particularly with subspecialists in the Asheville area.
  - I will be representing the MCHD at the Hepatitis C summit to be held in Asheville in early October.

- b. **Deputy Director's Report**  
 Tammy 10 min
- Reaccreditation continues to be a huge priority for the health department staff,
  - Health Department Budget was adopted by the county commissioners with some adjustments
  - Our new CC4C case manager started work in June and is doing well
  - Monthly leadership team meetings with Triple P staff and two day implementation workshop with Frank Porter Graham (FPG) Child Development Institute, at University of North Carolina at Chapel Hill staff
  - Participated in the Sheriffs Safe Summer Kick Off, and Summer Fun event with Brookestone Church
  - WIC audit, went well a few suggestions for improvement were noted
  - Staff and youth participated in the Youth to Youth conference, Staff are currently attending a certified tobacco treatment specialists training – funds for this training were provided by Mission Health. We have discovered some possible ways to bill for providing this service.
  - Applied for a grant from BlueCross and BlueShield, \$6,750
  - Participated in NC Local Health Directors meeting and vendor meetings; New requirements for our electronic health records and costs are a concern
  - I and the health directors from the 23 western county health departments participated in a Legislative Luncheon with Representative Michelle Presnell, Senator Jim Davis, Representative John Ager and Representative Mike Clampitt
  - Several legal issues involving environmental health concerns between residents

- Staff taught two CPR classes over the past two months

c.  
min

**I. Revenue & Expenditures FY 2017 End of Year**

Revenues were at 100.85% of projected and expenditures at 85.38%. The expenditures remaining consisted of some designated funds that will carry forward to FY 2018 (see attachment A)

**II. FY 2017 Approved Budget**

The health insurance premiums that are paid by the county have increased \$770 per employee over last year. Some of our proposed expense budget line items were decreased with two being a significant amount (Professional Services which is contractual agreements -\$16,360) and (Capital Equipment -\$4,200). At this time we do not have a clear understanding of the solution although it has been brought to the attention of the county finance officer.

Some proposed revenue budget line items were increased for a total of \$27,800 primarily in Environmental Health. Our number of services has steadily increased over the course of the year so we are not terribly concerned about these increases. (See attachment B)

**III. Revenue and Expenditure Report as of July 26, 2017**

The only outstanding item is funding from the state will be delayed until next month. There were multiple issues within the state system that led to the decision to not pull funds down this month. In August we will pull funds for both July and August. (See attachment C)

**IV. Aging Accounts Report**

This report is by plan or guarantor. The outstanding patient balance at 180+ days includes many who are on payment plans. (See attachment D)

**VIII. Other Business**

a. **Medicaid Cost Settlement**

Tammy

15 min

Tammy informed the Board of issues with the 2013 cost settlement with the new formula that the feds implemented after the fact. We will appeal the 2013 decision and we will scrub the claims and resubmit which should help us. This process will reduce the amount of money owed. We will also appeal the cost settlement for 2014 and 2015. We will be given the opportunity to scrub the data for these years as well.

Tammy updated the Board about the balance we currently have of \$283,635 and expect \$337,937 from the 2015 Medicaid Cost Settlement. The state will hold back 10%, which is a normal part of their process. We have a need for a HVAC system downstairs. We also have a need for additional space for the nursing staff. Tammy has discussed these needs with the Director of Maintenance, as to the feasibility. The health department would like to proceed with getting quotes for an addition to the building and HVAC improvements which would include an architect. Chair Stevenson asked for a motion to approve getting quotes and planning out the needs of the health department which will include architectural conceptual drawings with 1 level and 2 levels utilizing Medicaid cost settlement money. Loretta Leake made a motion to approve getting quotes, 2<sup>nd</sup> by Larry Peek, motion passed. Larry will contact an architect to come out. Tammy will work with French Broad Electric to get a quote on the HVAC units. There was considerable discussion about space and needs.

b. **Communicable Disease Report**

Robin Wallin

15 min

Robin presented the communicable disease report from 2016 data and also showed the 2014 and 2015 data for comparison. Robin highlighted some of the issues from the past year. The use of control measures were shared with the Board for influenza and Hepatitis B. For Hepatitis B the control measures template that is signed by the patient was shared with the board. Discussion took place regarding various aspects surrounding communicable disease.

- c. **Zika testing** Robin Wallin 15 min  
Robin educated the board about when the state lab offers testing to residents, for free, but the patient must meet strict guidelines. The state epidemiologist sent a memo about updates. Our health department follows CDC guidelines and state guidelines. CDC has developed an algorithm to follow and the state mirrors what the CDC recommends. Reporting of suspected or confirmed cases is done per 10A NCAC 41A.0101
- d. **Health Director and Deputy Health Director Evals** Chair Stevenson 15 min  
Performance reviews are due for the Health Director and Deputy Health Director. The first part will be in the form of survey monkey. There will be one survey for the Board, one for the staff and one for the county manager. Chair Stevenson stated BOH members should only complete information for which they have insight; if they do not have insight to a question they are encouraged not to respond to that question. Chair Stevenson will send information to board members prior to the next meeting

**IX Adjournment** Chair Stevenson

Chair Stevenson asked for a motion to adjourn. Hannah Hardin made a motion to adjourn, 2<sup>nd</sup> Andrew Thomas, meeting adjourned at 9:30.

**Next Meeting: September 28, 2017**

---