



Macon County  
Public Health

**MACON COUNTY BOARD OF HEALTH**  
**MINUTES**  
**4/24/2018**

**Members** Nathan Brenner, Dentist and Chair; Teresa Murray, General Public and Vice-Chair; Emily Porter-Bowers, Nurse; Melissa Bell, Pharmacist; Jeff Todd, Veterinarian; James Tate, County Commissioner; Julie Farrow, Physician; Mitchell Bishop, Engineer; Gena Futral and Molly Phillips, General Public.

**Members Absent** Molly Phillips, Emily Porter-Bowers, Dr. Julie Farrow, Mitchell Bishop

**Staff Present** Jim Bruckner, Tammy Keezer, Kyle Jennings, Jennifer Garrett, Rachelle Castle, Lynn Baker, Diane Keener, Darice Davis,

**Guests** None

**Media** Mr. Ryan Hanchett; The Franklin Press, Ms. Carolyn Higgins; Macon County News, Ms. Kristen Karcher; WNCC Radio

**Public Comment** None

**Call to Order** Meeting was called to order at 6:18 by Dr. Brenner

**Approve Agenda** Dr. Todd made a motion to accept the agenda as presented. Dr. Bell seconded the motion. The motion passed unanimously.

**Welcome/Intro./Departures/Recognition**

Dr. Brenner welcomed everyone to the meeting.

**Closed Session** None

**Presentations**

- A. Communicable Disease Report – Rachelle Castle, Communicable Disease Nurse, referred everyone to the 2017 Communicable Disease Report handout in their BOH books. She explained the various programs that the health department is responsible for; STD coordinator, communicable disease, rabies and TB all fall under the communicable disease umbrella. We monitor 79 reportable conditions. We handle outbreak investigations and public health education. We have an STD program. We are responsible for insuring that all STD providers in the county are following current state and CDC guidelines. She then reviewed the STD statistics in the handout provided; This year in 2018 we have had a rise in gonorrhea and chlamydia. Hepatitis C was not reportable until 2017. Because of this we expect to see a rise in chronic Hep C. cases due to increased reporting. TB has remained unchanged since last year. We have not had any active cases of TB in 2017, but we did have seven latent cases. There was an increase in Hep. A cases in 2017. In 2018 we had an assisted living facility that had an influenza outbreak. The definition of an outbreak

in a facility is defined as one confirmed case and one case with similar symptoms confirmed or unconfirmed. During the outbreak we vaccinated everyone in the facility, reviewed infection control training with the staff and the facility is reviewing their outbreak policies and procedures.

- B. SOTCH Report – Ms. Baker explained the Community Health Assessment (CHA) and how it leads into the State of the County Health (SOTCH) report; Every three years we do a CHA and review all the data that is gathered. We work with the Western NC Health Network which consists of 23 hospitals and facilities in the western counties of the state. We then collaborate with MountainWise and review their data as well. After review of all the data we choose 15-20 of the top health risks in the community. The next step is to present the priorities to the stakeholders and do a prioritization process. From this process we are able to determine the top three health risk priorities. Currently the three priorities are heart disease, domestic violence and economic development. The SOTCH is then completed after the three year CHA:
- Domestic Violence Task Force- An action plan has been put together to streamline a policy and protocol template that everyone can use as a base. So far we have been able to create a mission statement and create MOUs with various organizations. We have also reviewed several other places in the country that use this same policy. After gathering information we are now in the process of writing the policy and protocol.
  - Heart Disease and Economic Development Task Force - Originally these were two separate task forces, however over time their goals and outlooks became similar so the two task forces joined together. They held a community led walking event of the greenway last fall. They are now working on a worksite wellness program in Macon County.

The task forces that are created from the CHA don't necessarily disband after the CHA is complete. We hope that they will continue on. The substance use taskforce and mental health taskforce are two examples of remaining task forces from the previous CHA. Ms. Futral asked about economic development piece of the taskforce. Ms. Baker said they looked at unemployment data, but there is not a large database regarding social determinates of health. She continued by saying they are looking at some additional adverse childhood effects that will give better information in the future and that they are trying to get other entities to do the worksite wellness scorecard.

- C. No Wrong Door: Mental Health & Substance Abuse – Ms. Baker talked about the No Wrong Door meeting that MCPH facilitated at the end of March. We had around 80 people in attendance from various parts of the community. We compiled all of the data and Ronnie Beale took the information to Raleigh this week. A lot of people don't know what is available and we don't have enough funding to do some of the things we would like to do. We tried to look at ideas that can really make a difference and get us heading in a different direction than we are currently. Mr. Bruckner said one of the things we try to focus on is to get someone outside of the health dept. to chair the board so that it can continue after the CHA is completed.
- D. On site Waste Water Enforcement Process – First, Mr. Jennings said Gov. Roy Cooper has declared this week as Registered Environmental Health Specialist week. He then read part of the proclamation. We have a good staff here in Macon County and we are fortunate to work in a state that values Environmental Health. He then moved on to the on-site waste water enforcement process. A couple weeks ago there was a negative comment in the paper regarding a failing septic system. Mr. Jennings wanted to give an overview of the process so that everyone understands the process.
- Rule - the 1900 rules are what govern the maintenance of sewage systems. This sets the criteria for what a failing septic system is. Legal remedies may be pursued after an authorized agent has observed and documented one or more of the malfunctioning conditions and has issued a notice of violation.
  - Complaints – Anyone can file a complaint and we take anonymous complaints as well. Response time is 24-48 hours, almost always 24 hours.
  - Site Visit – we make a site visit and observe the failure. We are agents of the state but we still have to follow property rules just like anyone else. We have to get the owner's permission to enter the property. We generally take two people just for securities sake. We document everything that we observe and any actions taken. Documentation gets reviewed very thoroughly during the accreditation process.
  - Notice of Violation – Will be issued to the homeowner. This is a state form from the DHHS. It states the nature of the violation and the remedy required. The letter also gives a timeframe. We have to allow 30 days for the homeowner to make repairs. We can allow less than 30 days, but that is only in

extreme emergencies. We will generally give the homeowner two 30 day notice of violations. After that we move into legal remedies

- Legal Remedies - We can suspend their permit to operate, their environmental health permit, the Health Director may issue a public health nuisance or an injunction can be filed by the County Attorney.

Mr. Bruckner said when a public health nuisance by the Health Director is issued; it is done in concert with the County Attorney. We have only done that one time in the past ten years. Mr. Jennings said we try to help with funding assistance as well when needed. This can be a very expensive process for the homeowners and there are funds available through various grants and other funding sources for those who need assistance. Dr. Brenner asked about the process when there is an anonymous complaint. Mr. Jennings said we look into all complaints and we never disclose to the homeowner how the complaint originated.

**Approve Minutes of Previous Meeting** Commissioner Tate made a motion to accept the minutes as presented with the following two changes: Presentations A and B will be reversed in order. Dr. Todd seconded the motion. The motion passed unanimously.

### Old Business

- A. Animal Control Ordinance - Mr. Bruckner took the ordinance to the commissioners meeting last month, however due there only being three commissioners in attendance the ordinance will not be voted on until the May County Commissioners meeting.

### New Business

- A. FY 19 Budget – Ms. Keezer reviewed the FY 19 budget and referred everyone to the budget handout in their BOH book. Our budget was due to the County in March. We have had our meeting with the County Manager and Finance Officer. Mr. Bruckner went back just this afternoon to do some additional negotiations. The additional money that we asked for in the upcoming budget year includes the following: money for two Environmental Health vehicles, replacement of two vehicles and a box for Animal Control (We are asking to replace due to high mileage and repair needs), initial retirement payouts of vacation times and longevity pay that may be due to retiring employees, dental electronic health records software which we are required to implement by June of 2019 and we can no longer get the meaningful use funds to cover the implementation, and additional money for an autoclave. We have reapplied for the MAP grant. The money from this grant is not calculated in this budget because we don't know if we will receive it or not. The Evergreen grant was not in our budget either, but it ends June 30 and won't go in our budget next year. We did add in the Community Health integrated care grant. We also included the Asthma grant. In addition to that, we increased our overall revenue. Dr. Todd asked if we had to get the new EHR software. Mr. Bruckner said we currently have Eagle Soft. One of their reps. says it will not meet the meaningful use requirements and one rep. says that it will. If Eaglesoft does meet the requirements we will save money, but if not we have to change over to Dentrix. Dr. Todd asked how many residents the dental program serves. Mr. Bruckner said we have completed over 5,000 services and 3,000 students have been served, but he did not have an exact number of total services at this time. Dr. Todd made a motion to approve to submit the budget as presented. Gena Futral Seconded the motion. The motion passed unanimously. Mr. Bruckner mentioned that any Board member that was interested in reviewing the entire budget could set up a meeting with him and he would be glad to go over it, but due to it being such a long process Board members in the past have asked him not to bring the entire budget to the board meeting.
- B. Grant Funding – Mr. Bruckner said we have four grants that we are currently working on or have recently submitted.
  - Worksite Wellness – Mountainwise regional project is applying for a grant through the Appalachian Regional Commission to support the regarding efforts to produce a workforce ready to work in the growing automotive, aviation and advanced manufacturing sector. This regional project will support projects that enhance the availability of health care services for workers and their families located in the Appalachian Regional Commission (ARC) region of North Carolina. Emphasis will be placed on workers employed in the automotive and aviation sectors. We have three companies in Macon County that fit this grant and several others in the WNC region. The total dollar amount for the regions is not yet

determined, but for Macon County we are seeking \$78,000. Applications should focus on the deployment of evidence based practices that improve health outcomes.

- Integrated Care –This grant is through the Office of Rural Health. It was a \$150,000 grant last year. It is a three year grant and we are applying for year two. We have to show that we have met the objectives from last year in order to qualify for the next year.
  - Maternal Health/Blue Ridge Free Dental Clinic – We are applying again this year because last year the grant was done mid-year. We have to apply as if it was a first time grant. If we receive the grant we will have it for three years. We have also partnered with Highlands Cashiers Blue Ridge free dental clinic. We would receive \$150,000 and Blue Ridge would receive \$99,000.
  - Tele Psych –E. Carolina University is the applicant. If awarded, this grant would allow us to bring tele psych to MCPH. The grant will pay for all of the equipment and pay for three hours per week of additional psychiatric time for 52 weeks. Dr. Bell made motion to accept to apply for the grants as presented. Dr. Todd seconded the motion. The motion passed unanimously.
- C. Quarterly Budget Update – Ms. Keezer referred everyone to the quarterly budget report in their books and gave a review. She reviewed the revenues and expenses and explained that we are where we expect we should be.
- D. Billing Guide – Ms. Keener gave an annual review of the budget guide. We have only made a small change on page 11 of the billing guide based on the recommendation of the accreditation team. We have also attached the refund policy to the billing guide. Dr. Todd made a motion to approve the billing guide as presented. Dr. Bell seconded the motion. The motion passed unanimously.
- E. Fee Plan – Ms. Keener referred everyone to the fee plan in their books. She explained the additional fees that have been added. Dr. Bell made the motion to approve the fee plan as presented. Dr. Todd seconded the motion. The motion passed unanimously.

**Board Training and Information** No announcements

**Announcements** Mr. Bruckner showed two letters of support that the Board of Health has received; one from Sen. Jim Davis and one from Representative Kevin Corbin both in support of the Local Communicable and Emerging Infectious Disease Program funds.

**Next Meeting Date** 5/22/2018

**Adjourn** Dr. Bell made a motion to adjourn the meeting. Dr. Todd seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:22 pm.

These minutes were approved on May 22, 2018 with a motion by Dr. Bell and seconded by Dr. Todd . The motion passed unanimously.

Respectfully submitted by,

Darice Davis