



Macon County Public Health

BOARD OF HEALTH MINUTES

July 13, 2010

Members Present: Roberta Swank, Dr. David Silverstein, Ron Winecoff, Dr. Roy Lenzo, Dr. David Hill, and Russell Stevenson

Members Absent: Paul Higdon, Angie Stahl, Tammy Dills, Dr. Jim Davis, and Dr. Scott Petty

Staff Present: Jim Bruckner, Dr. Jimmy Villiard, Misty Stephens, Tammy Keezer and Barry Patterson

Media: N/A

Guests: Abigail James, Environmental Health Intern

Public Comment: No members of the general public were in attendance

Call to Order: Ms. Swank called the meeting to order at 6:25 pm

Welcome/Intro/Departures/Recognition:

Barry Patterson introduced Abigail James who is completing her Masters of Public Health project/summer internship at MCPH. Ms. James has a Bachelors Degree in Biology with a Minor in Physics from Western Carolina University and is completing her MPH Degree at East Tennessee State University. Ms. James will be completing a process mapping and workflow process for Environmental Health as part of the internship. She will present her findings at the next Board meeting.

Work Session:

Ms. Swank welcomed members and stated the purpose of today's meeting was work and training session for the Board. Ms. Swank asked Mr. Stevenson to get us started by giving an overview of the purpose.

Mr. Stevenson stated he was viewing this as a business planning session for contingencies. He indicated that as a Board, "we have the responsibility to be forward-looking and making sure the health department maintains its vitality". Mr. Stevenson stated that based on recent budget discussions it was evident that the department was going to face future cuts and that there is tremendous uncertainty in the system as to how we continue to move forward and that the following questions needed to be considered:

- What would we do if we faced a 5% budget cut?
- How would we respond to a 10% budget cut?
- How would we respond if the grant money was not renewed?
- How would we respond if Medicaid cuts came?

Mr. Stevenson stated the Board wanted the leadership to be prepared; to ask themselves these questions and to come up with some priorities to help the Board understand how the Board needs to support the leadership if faced with these cuts. He asked the leadership to be proactive in developing contingency plans.

He highlighted that roughly 50% of the departments' budget comes from the County; 15% comes from the State; 15% comes from Medicaid; 15% comes from fees and about 5% comes from grants. He asked leadership to consider that if they were the deciding body, what programs would they target? Where are the cuts likely coming from? What systems are in place or actions does leadership have to determine what programs might face cuts?

Mr. Stevenson stated that the Board feels the leadership is well linked and networked, but the Board wants as much advanced warning as possible. The Board wants to be informed by leadership about these issues.

Mr. Stevenson indicated that along with a contingency plan, the Board understands there is legal compliance; there are mandated services and core competencies – these are the givens. He stated the Board believes in the "Rubber Band Theory" that the leadership is going to get pulled on by the Board to get out of their comfort zone, to look at the organizations capacity to deliver services, to continue to grow, and to step back and look at individual staff skill sets. He asked the leadership to keep in mind when making decisions "is this a community health risk or an individual health risk" – "risk and decision have to be balanced". He ended with the comment that, all staff has to be innovative - looking for new ways to address these new challenges.

Ms. Swank commented that there seems to be the feelings among some staff as well as individuals in the County that the Board is trying to run the department like a business. She

stated this may be a new concept for some, but if you look at the local budget as-well-as the State and Federal budgets that we have to operate and must continue to operate in this way.

Mr. Winecoff stated he felt Mr. Stevenson and Ms. Swank were on target and that he agrees. He stated he understood the State had passed a budget with a 4.8 million dollar short fall that the Federal Government is going to be expected to make up. He stated how we can we expect this to happen when the Federal Government doesn't have the money either and he feels the financial situation is going to get worse before it gets better particularly for local government.

Dr. Silverstein stated it was obvious what the future held and that for us to not plan ahead did not make any sense at all. He stated he did not have any expertise as to what priorities would have to be set, but felt the board needed to participate in the process.

Mr. Bruckner gave an overview of information in the handout including the mission and vision, Core Services document, organizational chart, turnover report, trend report in services over the past three years, the current goals and objectives of the strategic plan, the projected revenues for FY 10/11, and projected expenditures for FY 10/11. He highlighted the meaning of Core Functions of Public Health as dictated by organizations like the American Public Health Association, the National Association of City and County Health Officials, and DHHS; and, Core Services as those mandated by law. According to the 130A Series of the North Carolina General Statutes a County has no choice but to provide for a health department whether there is State money allocated or not. However, the minimum staffing required by those Statues is four employees: a health director, a nurse (or nursing director), an administrative function (clerical and vital records), and environmental health. None of these staff functions can be contracted out. The Department has to determine how to effectively provide mandated services with the funds allocated. He concluded by saying that the leadership would provide whatever information the Board desired or requested to help in the process.

Mr. Stevenson asked that in reviewing the trends that the leadership use these trends to determine which programs are going to be of real urgency based on total clients served. Other factors that could impact these trends include age of the population of the County and political changes. Dr. Silverstein and Dr. Hill added that potential changes in Medicaid and Medicare due to current and future budget challenges and health care reform are going to impact private practices and felt this would increase the number of patients served by this department.

In closing, Ms. Swank summarized the meeting and requested the leadership of the department look at all programs and services in order to develop a document which included or expanded upon the current Core Service Document. This new document would include a service trend analysis, the aggregate cost of services by program, and the future potential of the program. Ms. Swank asked department leadership to update the board at their August 10th meeting. Ms. Swank suggested that County Manager, Jack Horton and Commission Chair Ronnie Beale be invited to the next meeting to keep them apprised of the board's

discussions, pending decisions, and the potential impact on services delivered by this department.

Board Training and Information:

Members presented copies of: Department mission and vision statement; core services; annotated organizational chart; staff turnover report; services report; current strategic plan (goals and objectives); projected revenues FY 10/11; and, projected expenditures FY 10/11.

Announcements:

Ms. Swank announced that Dr. Scott Petty has asked to be relieved from his position on the Board and Dr. Farley has agreed to replace him once the approval process is complete.

Next Regular Meeting: The next regular meeting will be August 10, 2010 at 6:15 pm (dinner to be served at 6 pm).

Adjourned: Ms. Swank declared the meeting adjourned at 8:12 pm.

Respectfully submitted,

Tammy Keezer, LCSW Operations and Finance Section Administrator
for Jim Bruckner, MS, Health Director
Macon County Public Health Center