

**MACON COUNTY BOARD OF HEALTH  
MINUTES**

**February 10, 2009**

**Members Present:** Dr. Ron Campbell, Angie Stahl, Tammy Dills , Ron Winecoff, Russell Stevenson, Dr. Jim Davis, Roberta Swank, Dr. David Silverstein, and Paul Higdon (Paul had to leave meeting after nomination and election of Chair/Vice-Chair).

**Members Absent:** Dr. Roy Lenzo and Dr. Scott Petty

**Staff Present:** Jim Bruckner and Anne Hyder

**Media:** The Franklin Press

**Guests:** None

**Call to Order** – Dr. Ron Campbell welcomed Board Members and staff and called the meeting to order at 6:20 p.m.

**Nomination and Election of Chair and Vice-Chair** – Mr. Bruckner reported that he had contacted all Board members prior to the meeting and asked about interest in serving as Chair and Vice-Chair of this Board. He presented names he had received - for Chair - Roberta Swank and Tammy Dills and for Vice-Chair - Paul Higdon and Russell Stevenson. Paul Higdon declined the nomination. Mr. Bruckner asked if there were any other nominations. Hearing none, on a motion by Ron Winecoff and second by Paul Higdon, Roberta Swank and Tammy Dills were accepted for consideration for Chair and Russell Stevenson to be elected as Vice-Chair. The motion passed unanimously. Mr. Bruckner distributed paper for a vote for Chair requesting that members vote for either Ms. Swank or Ms. Dills. The vote was equally split so the Chair, Dr. Campbell, was asked to vote. Mr. Bruckner announced the final vote as five votes for Ms. Swank and four votes for Ms. Dills. Ms. Swank was then asked to take over as Chair for the rest of the meeting.

**Public Comments** – None

**Approve Agenda** – On a motion by Ron Winecoff and second by Dr. Ron Campbell, the agenda was approved as received.

**Welcome/Introductions/Departures** - Dr. Jim Davis recognized Dr. Ron Campbell for his past 9 years of service to the Board of Health and his additional service as Chair of the Board. A plaque was presented to Dr. Campbell in appreciation of his service. Additional comments of appreciation to Dr. Campbell were given by Ms. Anne Hyder, Mr. Jim Bruckner, and Ms. Roberta Swank.

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**Approval of Minutes** - The minutes of the last regular meeting of October 7, 2008 were approved unanimously on a motion by Ron Winecoff and second by Russell Stevenson.

**Old Business**

- **Accreditation Update** – Anne Hyder reminded Board members of the email she had sent out previously inviting all members to attend the Board of Commissioners meeting on Monday, February 23 at 2:00 p.m. in the Commissioner’s Board Room for the Accreditation plaque presentation. Staff from Raleigh will be making the presentation. Currently Russell Stevenson, Tammy Dills, Dr. Ron Campbell, and Ron Winecoff plan to attend.
- **Strategic Plan** – Copies of the Focus Areas from the current Strategic Plan were passed out for discussion (attachment). Mr. Bruckner reported on which areas have been assigned to each Board member. Anne will email the final report out this week to each member.
- **EH Staffing/Productivity/Fees** – Mr. Bruckner reviewed the On Site Wastewater application status. He also reviewed the status of the vacant staffing positions including the fact that most of the staff in the On Site program are dual certified in the well program now and have been crossing over to work with that program. He added that the expectation per input from the state and from the well drillers in the community is that when the program is fully functioning, that we would be approving between 300 – 500 wells a year, but passed 160 over a month ago – adding that sometime in the future, additional staff may be needed in the well program.

Mr. Bruckner also asked that a fee be added to our fee plan for the well program. He proposed an additional fee of \$125 for a return site visit (this would be a visit after the original 4 visits which is currently a fee of \$375) A motion was made by Ron Winecoff to approve the fee for \$125 for a return site visit to be effective as of March 15. A second was made by Dr. David Silverstein and the motion was unanimously approved.

- **Fees for International Travel** – (Topic added to agenda). Due to an increase in requests for international travel vaccinations, Mr. Bruckner asked that there be an approval in the cost for the counseling fee for this program. Currently there is a \$10 fee for this service. He proposed increasing that fee to \$25 for adults and \$10 for children under the age of 16. That proposal was accepted as a motion by Dr. Ron Campbell and seconded by Ron Winecoff and passed unanimously.

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**New Business**

- **Recruitment of New Members (Optometrist)** – Noting Dr. Campbell’s rotation off the Board, Mr. Bruckner reported that the position needs to be filled by an optometrist if possible. Efforts are ongoing to contact individuals who would be qualified to fill this position.
- **Child Fatality Prevention Team Appointment** – Ms. Hyder reviewed the membership of the team and the requirement for a Health Professional to be appointed by the Board of Health. Dr. Sheryl Gravelle Camelo had served in this position for several years but has asked to be replaced. Anne indicated Dr. Allan Boruszak’s interest in serving in the position. A motion was made by Tammy Dills with a second by Angie Stahl to appoint Dr. Allan Boruszak for a three year term. The motion was unanimously approved.
- **SOTCH – State of the County Health Report** – A paper copy of the report was referenced by Ms. Hyder in each member’s folder and she reminded Board members that they received an electronic copy previously. She reviewed the primary sections in the documents and thanked Becky Barr and Kathy McGaha for their work on the document.
- **School Nurses** – Mr. Bruckner reviewed the spreadsheet in the Board of Health packets and gave a report on how varied the duties are currently for school nurses than they were several years ago. He also noted that he and Anne Hyder had recently had meetings with the County Manager and with Dan Brigman, School Superintendent. The spreadsheet reflected three options for consideration for addressing the issue of salaries of school nurses with Mr. Bruckner noting that there are currently three vacant positions of the five positions. After discussion, a motion was made by Tammy Dills to accept Option 2 but to move toward Option 1. That motion passed unanimously after a second by Dr. David Silverstein.
- **Ladies Night Out** – Meetings have been held recently with staff from Angel Medical Center and with Mr. Bruckner to address a project that would encourage mammograms and Pap Smears. Mr. Bruckner gave an update.
- **Budget: Mid – Year Review** - Mr. Bruckner reported on the response of the agency per the request from the County to return any funds that won’t be needed for the rest of the FY. He referred to the handout in the packets.

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- **Set Board Meeting Dates for 2009 – Referring** to a summary sheet listing meeting date options in the Board member packets, Mr. Bruckner noted that we may need to meet more often than every other month. After discussion, the Board agreed to a schedule to meet in February, March, May, June, August, September, November and consider a social in December. The Operating Procedures will need to be changed in reflect these changes and that will be addressed at the next Board meeting.

**Closed Session** – At 8:00 p.m., Ms. Swank noted that the Board would go into Closed Session to discuss Personnel and Legal Issues. On a motion by Tammy Dills and second by Ron Winecoff, the Board went into Closed Session.

At 8:18 p.m. Ron Winecoff made a motion to return to open session after a second by Russell Stevenson. Ms. Swank reported that no action was taken in closed session.

**Board Training and Information**

- **Training Materials / NALBOH News brief – 4<sup>th</sup> Quarter '08** – Mr. Bruckner referred to the materials in the Board packets.

**Announcements**

- **Performance Review Data** – Board members were encouraged to review.

There being no further business, a motion to adjourn was made by David Silverstein with a second by Ron Winecoff at 8:20 p.m.

Respectfully submitted,

Anne Hyder RN, Assistant Health Director for Jim Bruckner, MS, Health Director  
Macon County Public Health Center