

MACON COUNTY BOARD OF HEALTH  
MINUTES

June 10, 2008

Members Present: Angie Stahl, Dr. Jim Davis, Paul Higdon, Dr. Roy Lenzo,  
Roberta Swank, Dr. David Silverstein, Russell Stevenson,  
Dr. Scott Petty, Tammy Dills, and Ron Winecoff

Absent: Dr. Ron Campbell

Staff Present: Jim Bruckner, Anne Hyder; Kathy McGaha for first part of  
meeting

Media: The Franklin Press, Macon County News and WNCC/WFSC

Guest: Jerry Hermanson, Community Care Clinic

Health Director Jim Bruckner announced that the first item on the agenda will now be a Public Comment Section. He asked if anyone was interested in making comments. Hearing none, Vice Chairman Angie Stahl, called the meeting to order at 6:18 pm. The agenda was approved by consensus.

Welcome/ Introductions/ Departures - Mr. Bruckner reported that three members of the Board are due to be reappointed - Dr. David Silverstein, Dr. Scott Petty and Russell Stevenson - are due to be reappointed for another term this month. He added that they all are willing to continue to serve so he asked that Dr. Jim Davis present these names at the next Board of Commissioners Meeting to be held on June 16.

Approval of Minutes - The minutes of the last regular meeting of April 8, 2008 were approved on a motion by Tammy Dills and second by Russell Stevenson. The minutes were approved unanimously. Ms. Stahl added that a closed session was held at the last meeting in April, but those minutes will be approved in the next closed session.

#### Old Business

\* Budget - Two changes occurred in the budget after it was approved by this Board per Mr. Bruckner. One is the funding for a clerical position in Environmental Health is not in the budget but he added that there is a plan to assess the staffing by July 1 to separate out clerical coverage between Code Enforcement and Environmental Health. The other change is that based on an a statewide salary study of Environmental Health Specialists, an increase in salary for the EH staff was proposed but after discussion with Co Manager Jack Horton, Mr. Bruckner agreed to wait on this as a budget request as there is a market study planned for all county positions in the next few months. He added that he agreed to these two changes before the budget went to the County Commissioners.

#### New Business

\* Community Care Clinic of Highlands/ Cashiers - Mr. Jerry Hermanson, Director, presented an overview of the clinic. Opening in December of 2005, the clinic is held in the building owned by the county in Highlands. One reason the clinic opened included the findings of the 2003 Healthy Carolinians assessment reflecting a need for access to Primary Care. He handed out leaflets that reflected the annual report of 2007, a summary of what the clinic provides (English and Spanish), an overview of the number and cost of medications provided to their clients, list of volunteers and estimated values of their services, and summary of in kind services to the clinic from both area

hospitals and from the Public Health Center. He added that about 50% of the clients served are Hispanic and 84% of patients served are from working families. Mr. Bruckner and Anne Hyder thanked Jerry for attending and for providing this valuable service and Anne recognized Kathy McGaha who was present tonight and noted Kathy was a member of the Board for the Community Care Clinic.

\* By-Laws/Operating Procedures BOH - Mr. Bruckner summarized the rationale for moving from By Laws to Operating Procedures for the Board of Health and noted the major changes from the previous By Laws. On a motion by Ron Winecoff and second by Roberta Swank, the Operating Procedures for the Board of Health were approved unanimously.

\* Delegation of Authority Policy - Referring to the copy provided in the folders, Mr. Bruckner noted that this document won't need separate approval now that the Operating Procedures were approved unless there were questions. No questions were noted.

\* Health Director Job Description - No action was necessary, but Mr. Bruckner referred to the updated Health Director Job Description located in each member's folder noting that job descriptions for Public Health employees should be updated annually.

\* Approval of Fees for Temporary Food Establishments - Two handouts were provided to members - a fact sheet on the fee as mandated by the state and another handout reflecting an estimate of the permit fees that will be collected in the coming years. After discussion and many questions, no motion was made to approve the fees however in summary Mr. Bruckner noted that he still has to collect these fees as mandated by the state.

\* New Software - A agreement has been established with a software program that will allow connectivity with the consumer and the Departments of Environmental Health, Code Enforcement, Erosion Control, Planning and the Tax Office. Mr. Bruckner indicates that EH specialists will be able to access all this information by laptop while in the field eventually. In September, the EH section will go live with this program.

\* Medicaid Cost Settlement - Explaining the rationale of the cost settlement, Mr. Bruckner noted that the state will change the system next year.

\* Health Check Position - Explaining that the state funded about 56% of the position that was with the Department and not being able to get additional funding from the state, Mr. Bruckner noted he chose not to continue to house this position. He added that there is a safety net in place to allow Carolina Access Medicaid program to take on that function anyway.

\* Shared Human Resources Position - Health/DSS - Mr. Bruckner reviewed the original plan to have a shared position to address HR needs within these two departments however he added that the state would not approve that position. He noted he is also looking for someone to function as a Planner/Evaluator and since the state will approve that position, he will design it to serve both HR and Planner/Evaluator roles.

\* Annual Report Local Disease Incidence and Trends - Referring to the handout entitled 'Communicable Disease Trends in Macon County' as summarized by Stan Polanski, PA, Anne Hyder reviewed the document.

\* Adoption of new Well Rules - Mr. Bruckner asked for approval to adopt the new well rules and explained this is a mandate to get the Board's approval per the Attorney General's Office or we will lose our tort protection under the state. A motion was made by Dr. Jim Davis to rescind any previous ordinances or rules related to private drinking water wells within the county and to adopt the new well rules per NC General Statute. A second was made by

Ron Wincocoff and the motion passed with one vote of opposition.

#### Board Training and Information

\* National Association of Local Boards of Health (NALBOH) - The membership for this organization has been renewed and Jim handed out the 2nd quarter newsletter of the organization noting that these will be given to Board members periodically and is a good reference for keeping Board members current on applicable topics.

\* North Carolina Public Health Incubator Collaborative - a handout was provided and explained by Mr. Bruckner - including the emphasis on the Western NC Partnership.

#### Announcements -

\* Performance Review Data - The June 2008 monthly review numbers were referenced along with the attached narrative. Mr. Bruckner asked if there are any questions to call him.

\* Retreat - Reminder that the Board of Health will have a retreat on Tuesday pm, September 9 starting with dinner at 6pm.

Next Regular Meeting - August 12, 2008 at 6:15 pm (dinner to be served at 6 pm).

There being no further business, a motion to adjourn was made by Paul Higdon and seconded by Tammy Dills. Meeting adjourned at 7:30 pm.

Respectfully submitted,

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