



Macon County
Public Health

**MACON COUNTY BOARD OF HEALTH
MINUTES
March 24, 2015**

Members Present: Teresa Murray - Vice-Chairman, Emily Bowers, Dr. Roy Lenzo, Nathan Brenner, DDS, Stacy Shannon Pharm. D., Paula Ledford, Carole Peterson, MD, Molly Phillips and Commissioner Paul Higdon

Absent: Frank Killian MD – Chair & Russell Stevenson,

Staff Present: Jim Bruckner, Tammy Keezer, Becky Barr, Jimmy Villiard, Barry Patterson, Kathy McGaha, & Charlene Bellavance.

Public Comment: There were no members of the public present.

Media: There were no members of the media present.

Call to Order: The meeting was called to order at 6:19 by Vice-Chairman Murray.

Approve Agenda: Mr. Bruckner requested that the Communicable Disease Report be removed under Presentations; Proclamations and Public Health Month be added under Announcements; and Public Records Law and Access to Permits be added under New Business. A motion was made by Commissioner Higdon and seconded by Ms. Phillips to approve the agenda as amended. The motion passed unanimously.

Welcome/Intro/Departures/Recognition: None to report

Presentations

Youth Risk Behavior Survey: – Ms. Wilde reported on the 2014 Youth Risk Behavior Survey results from Macon County Schools. A copy of her report is attached to these minutes. This is self-reported data. It explains the how, what, when and where things are happening but it does not give any reason for the data results. The 2014 results were compared with 2011 Macon County data and to the state of NC data. There were some double digit decreases. Some of these decreases included violence & sexual related behaviors, and alcohol, drug and tobacco use.

Approve Minutes of Previous Meeting: A motion was made by Dr. Peterson and seconded by Dr. Brenner to approve the minutes of the January 27, 2015 meeting as submitted. The motion passed unanimously.

Old Business

Clinical Programs Update: Mr. Villiard reported that as of the 11th of February, 2015, Dr. Dewhurst is working four eight-hour days per week in the clinic (Monday, Wednesday, Thursday and Friday); and the new Nurse Practitioner is scheduled to start working May 4, 2015.

Update on Electronic Health Record: Ms. Keener reported that the practice management part of the Electronic Health Record went live last week. There have been some growing pains but these are primarily due to the learning curve. We will begin training the clinical staff on April 23, 2015, and this section will go live on May 12, 2015. Ms. Keener indicated they have a planning conference call scheduled for tomorrow. She will ask about them providing a demo for the clinical portion of the system. Ms. Keener indicated that last week we had a Patagonia representative here to help with the Practice Management go live process. She was scheduled to be here all day but she ended up being able to leave by noon because all of our personnel caught on so quickly.

Environmental Health Update: Mr. Patterson reported that Dr. Mark Edwards from Virginia Tech University will be here with two graduate students next month. The students will be working on their thesis for their graduate study. They will be further studying the lead in private drinking water wells issue. Mr. Patterson informed the Board regarding the Old Franklin Landfill. We have made some progress and as soon as the ground around the wells will allow heavy trucks to access the properties, the well drillers will be working with property owners to complete the well abandonment process.

New Business

FY16 Proposed Health Department Budget: Mr. Bruckner referred the members to the budget handouts in their packets. Copies of these documents presented are attached to these minutes. There are 26 separate budgets within the overall health department budget. Mr. Bruckner stated that the Board has asked in the past that these 26 budgets not all be covered individually. He said he would be glad to go line by line with them if any of them felt that it was needed. The Board expressed the desire to continue as we have and cover the primary budget and any important highlights. Mr. Bruckner presented a PowerPoint with the high points of the FY16 budget items. A copy of the PowerPoint is attached to these minutes. Mr. Bruckner reviewed the proposed revenues for next fiscal year and indicated that we have projected an increase in our revenue from FY15. He explained that these changes are based on the trend in our revenue data when looking back over the last few fiscal years. Mr. Bruckner reviewed the proposed expense budget for next fiscal year and indicated that we have projected an increase in our expense lines, but that these changes were covered by the proposed increase in revenue from FY15. He also pointed out that the net county contribution for health department services was reduced. Ms. Keezer reported on the specific increases and decreases in expenses for each of the health department programs.

Ms. Keezer reviewed the Program Prioritization Document with the Board. She indicated that in the past the board had asked for this report in order to determine which programs would be considered for reductions based on what state or federal money may be cut throughout the year. She covered both the expense and revenue budgets broken down by program. The review also included a review of the mandated and non-mandated services provided by the health department. She also covered the funding for the new Regional 1422 Chronic Disease Grant.

Mr. Bruckner indicated that he is more than willing to discuss any portion of the budget with any of the Board members that might be interested. Ms. Phillips asked if there had been any discussions relative to salaries, etc. Ms. Keezer indicated that they have not received any guidance regarding this. Mr. Bruckner indicated that the narrative part of the budget includes the agency goals and accomplishments. Mr. Bruckner indicated that Ms. McGaha will be further developing agency goals using the principles of Result Based Accountability over the next several months.

After a short discussion, a motion was made by Dr. Peterson and seconded by Ms. Bowers to approve the budget as presented/submitted by Mr. Bruckner and Ms. Keezer. The motion passed unanimously.

Ms. Keezer referred the Board members to Ms. Hodgins most recent report of expenses and revenue which was included in their meeting book. She also reported that Ms. Hodgins has accepted a position at the county Finance Office and will be leaving the health department; her last day will be April 6th.

Public Records Law & Access to Permits: Mr. Bruckner indicated that he had a request from a Board member to discuss public records laws and rules as they apply to public access to environmental health permits. He indicated that he had already had a conversation with Mr. Patterson and that he would be having another conversation with our county attorney regarding this matter. After a short conversation with the Board it was agreed that Mr. Bruckner would report back to this Board what the result of his conversation with the County Attorney was and any changes made to the existing records request process.

Board Training and Information: There were no items for training and information.

Announcements: Mr. Bruckner noted that we will be requesting proclamations for Public Health Month from the Town of Franklin, Town of Highlands, and the Board of County Commissioners. Ms. Murray will participate as the Board of Health representative at the Town of Franklin and County Commissioners meetings with Ms. Wilde. Ms. Bowers will be the Board of Health representative at the Highlands town meeting with Ms. Wilde.

Ms. Barr invited the Board to participate in the classes we will be offering during Public Health Month. She informed the Board that she would be e-mailing each of them a flyer with this information.

We still need a Board member volunteer for the CHA Data Analysis sub-committee.

Next Meeting Date: April 28, 2015

Adjourn – A motion to adjourn was made at 7:20 by Commissioner Higdon and seconded by Dr. Peterson. The motion passed unanimously.

Respectfully submitted,

Charlene Bellavance

These minutes were approved on April 28, 2015 with a motion by Dr. Peterson and seconded by Emily Porter-Bowers. The motion passed unanimously.