



Macon County  
Public Health

**MACON COUNTY BOARD OF HEALTH  
MINUTES  
May 22, 2012**

**Members Present:** Russell Stevenson – Chair, Roberta Swank, David Silverstein DDS, S. Douglas Egge MD, Roy Lenzo DVM, Tammy Dills, Molly Phillips, Ron Winecoff & Commissioner Bobby Koppers.

**Staff Present:** Jim Bruckner, Jimmy Villiard, Becky Barr, Barry Patterson, Kathy McGaha, Melissa Leatherman & Charlene Bellavance

**Media:** None

**Public Comment** There were no members of the public in attendance

**Call to Order** Chairman Stevenson called the meeting to order at 6:16

**Approve Agenda:** Mr. Bruckner asked to have three items added under new business; the consolidation of HHS functions at the local level, tattoo parlor fees; and applications for appointment. The agenda was approved as amended with a motion from Dr. Egge and seconded by Mr. Winecoff. The motion passed unanimously.

**Welcome/Intro/Departures/Recognition**

Chairman Stevenson introduced Molly Phillips and asked the other board members to introduce themselves.

Mr. Bruckner reported that the SNS Technical Assistant Annual Review was complete and congratulated Melissa Leatherman for receiving a score of 99.2 out of 100.

Mr. Bruckner recognized Kathy McGaha for completing Lean Healthcare 300 Training – “Facilitating Rapid Improvement Activities”.

**Presentations** There were no presentations

**Approve Minutes of Previous Meeting:** A motion was made by Dr. Egge and seconded by Ms. Swank to approve the minutes of April 24, 2012 as presented. The motion passed unanimously.

**Old Business**

**FY Monthly Budget Update:** Mr. Bruckner reported that the FY12 Monthly Budget was on target at 78% of projected expenses having been spent. If spending continues on this trend we will leave money in

expenditures. We will finish about 14-15% under projected expenses. Including the May revenues the YTD revenues are only at 1.1 million earned to date. \$608,000 has not been collected yet.

**WIC Program:** Ms. Barr reiterated the information from last month's report by Tiffany Pangle stating that WIC had been facing a budget cut due to the fact that they have not met the state required 97% caseload numbers. The reason the numbers were down was due to the loss of a WIC nutritionist in 2011. The program had trouble finding a replacement. The state has given them a chance to rebuild the caseload numbers and they met the caseload requirement for the month of March. Ms. Barr reported that we received a letter from the state letting us know that they have reinstated full funding and after the month of April the program is at 99.6% of the caseload requirement. Tiffany Pangle, the supervisor of WIC has also received an application for a qualified Nutritionist to fill the vacant position.

**FY13 Department Budget Update:** Mr. Bruckner reported that Jack Horton, the county manager, has presented his budget to the county commissioners and they have cut some items from the proposed Health Department budget, but left the carpet in the budget at a reduced amount. The health department had given the county three options to consider relative to the cuts. The options were; 1. Replace 3 vehicles and most of the carpet an increase in county funds of \$63,699, 2. Replace vehicles but not carpet an increase in county fund of \$25,699, and 3. Do neither the carpet or vehicles reducing county funds by \$58,300. The difference of the reduction between health department and county manager is an additional \$11,000. Commissioner Koppers spoke with Jack Horton regarding some of the budget cuts that the county office made. He felt that Mr. Horton heard his argument and will take into consideration the items Mr. Bruckner was concerned about. There was definitely a consensus that the child dental health position needed to be fought for and the current vehicles need to be put in shape to be dependable or they need to be replaced.

**Community Transformation Grant (CTG) Update:** Ms. Barr reported that they have hired a strategic planning facilitator and came up with a guideline for the process over three to five meetings. The first strategic planning meeting is scheduled for June 6<sup>th</sup> to begin this process which is step one required by the state. The Leadership team will consist of three local health directors and the regional coordinator. The second meeting will consist of a collaborative of all eight health directors and health educators and local partners. Part two of the process will be staffing. They have scheduled interviews for the coordinator position. Ms. Barr and Mr. Bruckner have met with Jackson and Clay, Graham and Swain, Haywood and Transylvania to discuss the process for interviewing the coordinator position applicants. We hope to have the regional coordinator hired by the end of July. The postings for intervention leads will close at the end of the month. A part time finance person has been hired. We will also be contracting with a part time person for communications.

**Board of Health Appointments Update:** Mr. Bruckner reported that the two individuals, Molly Phillips and Stacy Shannon, who were nominated at the last board meeting, have been approved by the county commissioners. He also stated that the county has implemented a new application procedure for the appointment of new board members. The application will get filled out by the individual and submitted to the county commissioners for review. Ms. Phillips was the first member of the board to have to fill out the application. Commissioner Koppers explained that this was a requirement for all future board appointments where the position is not a specific professional required by general statute.

## **New Business**

**FY13 Governors Budget:** Mr. Bruckner reported that this does not impact public health very much. It eliminates funding for the North Carolina Public Health Accreditation program, but does not eliminate the requirement for local public health department to be accredited (National accreditation will cost a health department approximately \$20,000); funding for local tobacco programs; an increase in funding to state public health lab; and, funds to restore the regional well program positions. We have heard nothing from the legislature about any cuts in the aid to county money.

**Senate Bill 433:** Originally submitted in March of 2011. The bill proposes to consolidate human services agencies. Mr. Bruckner referred the board to the NCALHD hand out in their packets stating that it gives information about what the bill is proposing.

**Tattoo parlor fees:** Mr. Bruckner reported that the department has had some inquiries about these fees. The current annual fee is \$700 for owner/operator and \$500 a tattoo artist. These fees were established fifteen years ago. The board asked Mr. Bruckner to review the fees and bring a recommendation back to the board at the next meeting. Mr. Winecoff made a motion that once Mr. Bruckner reviews the fees that he contact that individual who was concerned, let him know the board asked for review and what the outcome was. The motion was seconded by Ms. Swank. The motion passed unanimously.

### **Board Training and Information**

Mr. Bruckner referred the board members once again to the handouts in their packets. The first is a UNC Study “Comparing NC’s Local Public Health Agencies and the second was the report of Rabies Clinic Numbers

**Announcements:** Mr. Bruckner invited the board members to attend the May 30<sup>th</sup> Employee training beginning at 9:00 at Macon Bank called “Nine Traits of Highly Effective Teams”. He also invited them to an Ice cream social on June 1<sup>st</sup> here at the health department.

**Next Meeting Date:** June 26, 2012

**Adjourn:** A motion was made by Mr. Winecoff and seconded by Mr. Kupperts to adjourn the meeting. The motion passed unanimously.

Respectfully submitted,

Charlene Bellavance  
Administrative Assistant to the Health Director

Minutes were approved June 26, 2012 with a motion from Dr. Silverstein and seconded by Mr. Kupperts. The motion passed unanimously.