



Macon County  
Public Health

**MACON COUNTY BOARD OF HEALTH**  
**MINUTES**  
**4/23/2019**

**Members** Melissa Bell, Pharmacist and Chair; Nathan Brenner, Dentist and Vice-Chair, Teresa Murray, General Public; Ellen Shope, Nurse; Jeff Todd, Veterinarian; James Tate, County Commissioner; Mitchell Bishop, Engineer.

**Members Absent** Gena Futral, General Public; Julie Farrow, Physician; Ross Dodge, General Public

**Staff Present** Carmine Rocco, Tammy Keezer, Kyle Jennings, Jennifer Garrett, Kathy McGaha, Diane Keener, Carrie Pazcoguin, Jaclyn Mathis, Jamie Waldroop, Ruthie Capaforte, Kendra Wadewitz

**Guests** Chester Jones, County Attorney

**Media** Mr. Lee Buchanan; The Franklin Press, Macon County News, Ms. Kristen Karcher; WNCC Radio

**Public Comment** No public comment.

**Call to Order** Meeting was called to order at 6:19 p.m. by Melissa Bell

**Approve Agenda** Dr. Brenner made a motion to accept the agenda as presented Mitchell Bishop seconded the motion. The motion passed unanimously.

**Welcome/Intro./Departures/Recognition**

Introduction of new staff – Kendra Wadewitz new Medical Office Assistant in the clinic was introduced by Jennifer Garrett, Personal Health Section Administrator.

Mr. Rocco read a proclamation from Governor Roy Cooper designating this week as Registered Environmental Health Specialist Week.

Mr. Rocco announced receipt of the Mighty Oak Award presented to MCPH at the Annual Communicable Disease Conference for the work done during Meningococcal Meningitis Outbreak. He thanked the staff for the work and asked the staff to stand and be recognized.

**Presentations**

**A. Communicable Disease Report**

Mr. Rocco introduced Jamie Waldroop, Communicable Disease Nurse. Mr. Waldroop reviewed the report provided in the board packet. He spoke about the types of reportable diseases treated at MCPH and the number of consumers treated by type. Mr. Waldroop explained that all reportable diseases are reported to the State through an electronic reporting database. Mr. Waldroop highlighted that *Campylobacter* and Hepatitis C had increased from last year; three influenza deaths occurred last year – all adult; Influenza Outbreak – 1

in 2018 in a nursing facility; Tuberculosis(TB) – no cases; Latent TB – 7 cases with anticipated increase in 2019; Rabies – no cases; Hepatitis C – increase over previous year. Ms. Shope asked about the measles outbreak and immunization rates in Macon County. Mr. Waldroop stated he didn't have any data but vaccination is a requirement for school. Ms. Garrett stated that Macon County still has non-vaxers and that we continue to encourage vaccination.

## **B. Strategic Plan Update**

Kathy McGaha stated that MCPH is required through accreditation to have a Strategic Plan and we have developed a Strategic Plan every three years. She stated that the Leadership Team went through each item selected in the current plan and provided updates for each item. She explained the areas are prioritized and number accordingly. She stated that staff had used the National Public Health Performance Standards Self-Assessment developed by NACCHO to assess the Ten Essential Public Health Services and see how we ranked. Priority 1: National Public Health Standard - Partnership Engagement fell out as an area that we need to improve on as well as Health Communication. Priority 2: Improve Communications: Community Outreach – this continues to be a need for the agency and hasn't ever been able to be funded. MCPH also incorporated questions to assess the public's knowledge of our services when conducting public speaking activities. Priority 3: Maximize Partnerships – MCPH developed a process/tool to evaluate the quality and value of existing partnerships and implemented in the Partnership Engagement Plan. Priority 4: Improve Communications: Multi-Directional Internal Communication for Daily Operations - surveyed and summarized agency sections to establish methods of communication. Due to recent restructure it has been decided to re-evaluate this soon. Priority 5: Early Education for Youth and Parents on Heart Disease – several best practice initiatives were implemented. Ms. McGaha stated it is time to develop a new plan and explained the process used and required by accreditation including reviewing vision, mission, values, strengths, weaknesses, opportunities, etc. She reviewed the previous involvement with the Board and requested input on how they want to proceed at this time. Dr. Brenner stated he liked the last process. Ms. Bell verbalized agreement with Dr. Brenner and suggested we proceed with the staff primarily developing the plan. Mr. Rocco stated we would look at ways to engage and involve the Board in the process.

**Approve Minutes of Previous Meeting:** Commissioner Tate made a motion to accept the minutes as approved. Dr. Todd seconded the motion. The motion passed unanimously.

## **Old Business**

### **A. Vital Records**

Mr. Rocco stated that the agency had received recognition for compliance with submitting reports to the State and that we were #1 in the State. Thanked staff for their efforts.

## **New Business**

### **A. Fees**

Diane Keener present new proposed fees related to meningitis and gene analysis. Dr. Brenner made a motion to approve the fees as presented and Dr. Todd seconded the motion. The motion passed unanimously.

## **Board Training and Announcements**

- A. Quarterly Budget Update – Ms. Pazcoguin reviewed the report by first explaining the color code representation. She highlighted the Tobacco and Regional Chronic Disease programs that are grant funded and have been spending the allocated funding which has put them in the red in expenditures. She explained a couple of programs in red in revenue including both dental programs. She stated that Child Dental fees are actually above target and Medicaid is under target but balance out. Adult Dental shortfall is due to decrease in billable services due to staff vacancies. Mr. Rocco asked about Cost Settlement. Ms. Pazcoguin stated \$576,000 had been received but after the report had been prepared.
- B. Mr. Rocco made the Board aware of the upcoming Rabies Clinic on May 11th

## **Board Action**

When the Board came back from closed session, Dr. Todd made a motion to accept the extension of Mr. Rocco's contract for one year. Dr. Brenner seconded the motion, the motion passed unanimously. Mr. Tate stated to Mr. Rocco that he has the support of the board and now that we have you locked down for a little further then it is imperative that you keep the thought that we still need to hire a permanent health director. Chester stated that the new arrangement

has a term of one year with a 90 day out notice. Mr. Rocco said it is nice to have the support of the board and the health department employees. He has respect for the staff, would like some organizational changes and will do all he can to help recruit a health director. There are a lot of great things that MCPH is doing including new grants, and he is excited about working with this group. Melissa Bell thanked him for all of his help and for helping them move forward.

**Next Meeting Date**     **5/28/2019**

**Adjourn**                      Commissioner Tate made a motion to adjourn the meeting. Dr. Todd seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:38.

\_\_\_\_\_  
Melissa Bell, Chair

Date \_\_\_\_\_

\_\_\_\_\_  
Carmine Rocco, Interim Health Director

\_\_\_\_\_  
Date