

MACON COUNTY BOARD OF HEALTH
MINUTES

May 8, 2007

Members Present: Dr. Ron Campbell, Roberta Swank, Dr. David Silverstein, Angie Stahl, Tammy Dills, Dr. Roy Lenzo, Paul Higdon and Dr. Jim Davis

Staff Present: Ken Ring, Anne Hyder, Barry Patterson, and Linda Tyler for initial presentation.

Media: Franklin Press and WFSC/WNCC

Chairman Campbell called the meeting to order at 7:07 pm.

The minutes of the last regular meeting of April 3, 2007 were approved on a motion by Angie Stahl and second by Paul Higdon.

Program Update - Linda Tyler RN, Nursing Supervisor with the agency, presented an update on the Family Planning Program at the Department.

Old Business

* Dental Issues - Mr. Ring reported on candidates who may be interested in the vacant position. One is a student who may be visiting the end of the month for a site visit. He added that all the basic equipment is in place for the Adult Dental Clinic site and that the earliest that the clinic could start operating would be July first.

* Environmental Health Issues - Barry Patterson updated the board on the backlog on applications which is now down to 8 -10 weeks. A staffing update and update on the Food and Lodging section was also given. A rabies clinic is scheduled for this weekend.

* Review of Strategic Plan and Goals - Anne handed out the summary of the plan as generated at the February retreat of staff and Board of Health members. She noted that the format as provided by our facilitators was really not measurable and that the comments from the management staff were noted in bold type. She suggested altering this plan to put it into the sample format she handed out that include 3-5 year goals, annual goals, action steps, responsible party and timelines. Per the Board's guidance, she will generate a draft for discussion and bring it to the June meeting for further Board discussion.

* Accreditation Issues - To continue the discussion on Accreditation that occurred at the Strategic Planning meeting in February, Ms. Hyder presented handouts that included the Flowchart of the Process, and three samples of benchmarks that include the Board's role. After discussion, a suggestion was made to invite our regional consultant to attend a Board meeting in the next few months to give a brief update on the expectations from Board members in the process.

* Other - Mr. Ring announced that his last day with the agency will be June 22.

New Business

* Board of Health Orientation - ECU School of Public Health - Referring to the

handout reflecting the ECU presentation, Mr. Ring asked about having ECU provide their training modules for our Board. After discussion, the Board opted to continue with the basic orientation plan already in place and make sure all topics are covered as required by Accreditation.

* Posting Board Minutes on the County Website - The County Manager has requested that minutes from several county Boards be posted on the website and Mr. Ring reported that Ms. Hyder has submitted ours beginning with the March 2007 minutes.

* Other

Fees - Mr. Ring and Mr. Patterson reported that the EH committee approved an increase in two fees at their last committee meeting and were now bringing that recommendation to the full Board.

1. Roberta Swank motioned that the agency charge a fee of \$50 for a return visit for the inspection of swimming pools and the motion passed unanimously after a second by Tammy Dills.

2. Since site inspections have to be totally redone after 5 years and that cost is \$500, the staff would like to offer a reduced fee of \$250 if a request for inspection is made before the plan expires. That visit would verify that the site conditions have not changed. This recommendation was made into a motion by Paul Higdon and seconded by Roberta Swank. Motion passed unanimously.

Training Materials - Board members were each given copies of two publications from the Institute of Government - Open Meetings by David Lawrence and Suggested Rules of Procedure for Small Local Government Boards by Fleming Bell. Members were encouraged to refer to these publications as a portion of the Board training.

Next Meeting - Due to Dr. Campbell being out of town on the date of the next regular scheduled meeting (June 12) , a recommendation was made to change that meeting date to June 5, 2007. Mr. Ring will notify all members right away of the change.

Closed Session - A motion to go into closed session for the purposes of discussion of the Health Director search was made at 8:10 pm by Roberta Swank and passed unanimously after a second by Tammy Dills. Mr. Ring and Ms. Hyder were excused. At 8:23 pm, after a motion by Paul Higdon and second by Roberta Swank, the Board returned to Open Session. Chairman Campbell reported that no action was taken.

There being no further business, a motion to adjourn was made by Angie Stahl to adjourn at 8:24 pm with a second by Tammy Dills.

Respectfully submitted,

Anne Hyder RN, Assistant Health Director for Kenneth D. Ring, Health Director
Macon County Public Health Center