



Macon County
Public Health

**MACON COUNTY BOARD OF HEALTH
MINUTES
December 15, 2015**

Members Present: Frank Killian, MD – Chair, Teresa Murray - Vice-Chair, Chris Hanners, Emily Porter-Bowers, Molly Phillips, Carole Peterson, MD, Paula Ledford and Commissioner Paul Higdon

Absent: Nathan Brenner, DDS, Dr. Roy Lenzo

Staff Present: Jim Bruckner, Tammy Keezer, Jimmy Villiard, Kyle Jennings, Dorota Anthony, Jennifer Garrett, Darice Davis, & Kathy McGaha.

Public Comment: No Public Comment

Media: Ryan Hanchett from The Franklin Press, Ms. Brittany Raby w/Macon County News & Ms. Kristen Karcher with WNCC Radio were all in attendance.

Call to Order: The meeting was called to order at 6:17pm by Chairman Killian.

Approve Agenda: Chairman Killian noted that there were a few changes to the agenda. Under Old Business he asked that an Item D. for Update Dental be added. Board members questioned whether they needed to add Closed Session to the agenda. Dr. Killian informed the board that it was not necessary to add this to the agenda, and that he had planned to request a motion to go into closed session towards the end of the meeting. A motion was made by Paula Ledford and seconded by Teresa Murray to approve the agenda as amended. The motion passed unanimously.

Welcome/Intro/Departures/Recognition: Jim Bruckner introduced and welcomed Darice Davis who has taken the Administration Assistant position.

Presentations

There were no presentations

Approve Minutes of Previous Meeting: Dr. Killian asked the BOH to review the minutes of the previous meeting. A motion was made by Mr. Hanners and seconded by Ms. Bowers to approve the minutes of November 17, 2015 as submitted. The motion passed unanimously.

Old Business

Election of Officers:

Ms. Phillips requested that her name be removed from the 2016 Officer Ballot. A motion was made by Ms. Phillips and seconded by Mr. Higdon to accept the nomination ballot as amended and approve the slate of officers as presented. The motion passed unanimously.

Update – Private Drinking Water Wells:

Mr. Jennings updated the BOH that the Board of County Commissioners approved the Radon Action Month Proclamation. Environmental Health had received some radon kits from the state.

Mr. Jennings then gave the BOH an overview of the Well Program and the status of the program. His presentation (Handout Included) summarized how many staff were authorized in wells, what background these staff are required to have, the purpose of the program, the 2C .0100 rules (Construction of the well), the 2C .0300 rules (Establishes PDWW program in counties) and the .3800 rules (Regarding water sampling), steps to the entire process for obtaining a well permit (application and site visits), current state of the Well Program including shifting staff working in the Well Program to Food & Lodging.

Mr. Jennings explained that the newly hired staff is in the training process.

Mr. Hanners asked if funding was provided to counties to offset the cost when the Well Program was started in 2008. Mr. Bruckner informed the Board that there was a small amount offered that was tied to funding for new staff and a roll out period; however, Macon County chose not to accept the funds or participate in the roll out period.

Mr. Hanners asked what it cost to obtain a well permit. Mr. Bruckner said the well fee is \$375.00, of which, \$74.00 is a water sampling charge.

Ms. Phillips asked for more details about the shifts in staff between programs. Mr. Jennings explained how much training and experience that trainees need to become authorized and released to work solo in the well program. He estimated that the two trainees will be authorized around spring. Mr. Jennings explained that he did not want to rush the training and miss the opportunity to make sure that the trainees are competent. They will still need assistance when they become authorized.

Mr. Hanners asked Mr. Jennings how many man hours it takes to complete the entire well permitting process. Mr. Bruckner explained that one of the trainees performed a time study on this subject, but we did not have access to it at the moment. We could supply this information later.

Dr. Peterson asked how often well grouting does not pass inspection. Mr. Jennings explained that minimal are denied. The permit does not tell the applicant where to drill a well. It designates an area that a well cannot be drilled.

Mr. Jennings explained that a shortage of manpower is driving the need to have well grout inspections scheduled the day before the grout is installed. Mr. Jennings explained that in the past there was a backlog in Septic Applications; however, during this time a year they get caught up. Those staff that have dual authorization in wells and septic have been able to assist with the well program.

Ms. Bowers asked Mr. Jennings to explain the scheduling of grout inspection process. Mr. Jennings explained that he thought the issue was the timeframe of getting the grout inspected. Fred Crane was allowed to add that the grout process was not hard to inspect. He confirmed that the issue was the length of time it took a REHS to come and perform the grout inspection. He referred to letters exchanged between the county attorney and his attorney. Letters are included as handout for BOH handouts.

The well driller is required to call in an inspection during business hours the day prior to when he wants the grout inspected. The Health Department and the driller agree on a time. If the Health Department does not make it to the site within one hour of the time that is agreed upon, then the driller is allowed self-certify.

Mr. Hanners asked Mr. Bruckner if the EH staff were compliant with NCAC 3800 Rules. Mr. Bruckner affirmed that they are compliant.

Ms. Bowers asked if the problem could be resolved in the spring when the trainees were authorized. Mr. Jennings explained that they had every intention of reverting back to grout inspections done in the same day when the trainees were authorized and working solo.

Dr. Peterson asked what the down side of self-certification was. Mr. Jennings and Mr. Bruckner both responded that this would require a rule change.

Mr. Bruckner explained that the time sensitive inspections take priority. Food and Lodging inspections take top priority. The EH staff continue to make every effort to inspect a grout in the same day, if at all possible.

Update – Nutritionist Recruitment: Ms. Keezer gave an update for the Nutritionist Salary. She and Mr. Bruckner met with the county manager to discuss increasing the salary for the nutritionist. She shared salary study information regarding the salaries. (Handout Included) The salaries have now been increased. These increases are listed in the handout. She explained that since the salaries have been increased, they have received applications for the two nutritionist positions. The chosen applicant will start as soon as possible.

The contracted agency will continue to provide a contracted nutritionist until we can get an applicant to start. Two nutritionist positions are available; a Nutritionist I and Nutritionist II position. Dr. Peterson asked Ms. Keezer to explain the difference between I and II. The Nutritionist I could be a trainee, and the Nutritionist II has two years of experience and are able to supervise staff. Mr. Hanners asked if one of the MCPH nurses could help fill in in WIC. Dr. Peterson strongly discouraged this option considering the nurse turnover and workloads the current nurses were carrying.

Update – Adult Dental:

Mr. Villiard informed the Board that the Year to Date laboratory costs for dentures is \$11,211 for 36 patients. Mr. Villiard stated he transferred \$5,000 from Contracted Services into Operating to cover denture laboratory costs, leaving a remaining balance of \$8,700. Mr. Villiard reported that 12 people are currently on the dentures waiting list according to Adult Dental staff. Ms. Bowers asked what a set of dentures costs. Mr. Villiard answered that the cost of a complete set of dentures is \$525 to \$575 for acrylic dentures. Denture fees are around \$1,038, but vary greatly on exactly what is included. Denture fees include four one-hour visits. Mr. Bruckner clarified that the \$525 to \$575 was just the lab cost and not the total cost for a set of dentures.

Mr. Villiard said at the end of the last fiscal year, the Denture Program was \$3,000 in the negative when labor costs were included. Ms. Phillips asked whether the lab costs be negotiated with lab companies. Mr. Villiard replies that yes they can and they have been negotiated by Dr. Kaldre. Mr. Villiard felt like we have the best price we could have.

Mr. Bruckner explained how the dental program revenues are applied to other MCPH programs. Mr. Higdon asked if there was a waiting list for dental and Ms. Bowers asked if the dental schedule has open time. Mr. Villiard said it was full, and they schedule three weeks out. Ms. Ledford asked if there are a lot of no shows in adult dental. Mr. Villiard replied that there was; however, the schedule is overbooked to accommodate for the no shows. Mr. Villiard said, there is no waiting list for dentures. The wait stems from the time period it takes to get pre-authorization from Medicaid to pay for the dentures. The Denture Lab Cost Budget will be revisited again at budget time.

New Business

Microchipping Animals: Mr. Villiard proposed that animal services start microchipping all animals adopted out through Animal Services. He referred the board to the explanation of microchipping on the handout provided. Animal Services are receiving calls from the public to inquire whether Animal Services microchip animals. Mr. Villiard provided information regarding the cost and the proposed fee. Also, he is recommending that the adoption fee stay as it is and include the microchipping fee. Mr. Villiard provided stories of the success of finding owners of animals when they are microchipped. Chris Hanners asked if there is a penalty if animals are frequent flyers in Animal Services. Mr. Bruckner explained that a penalty is not in the ordinance. Ms. Phillips motioned to approve the proposed microchipping fee, Dr. Peterson seconded the motion. The motion passed unanimously.

Ms. Phillips asked why the health department contracts with Dr. Lenzo when Mr. Villiard had his veterinary license. Mr. Bruckner explained that Dr. Lenzo receives a \$300 stipend per quarter and most of his services were in-kind services. Mr. Villiard explained that a lot of the animal care issues are now being handled on site, but when an animal's needs are beyond what can be safely treated at Animal Services, they are referred out for care.

Approval of Fee Changes: Ms. Keezer reviewed the proposed fee changes and the need for each change. Mr. Hanners asked how many times these vaccines are offered. Ms. Garret identified the vaccines that were most frequently given. (Handout Included) A motion was made by Dr. Peterson and seconded by Ms. Ledford to accept the Fee Changes as presented. The motion passed unanimously.

State Fee Changes for Medical Examiner Services: Mr. Bruckner wanted to make the BOH aware that the Medical Examiner/Autopsy Fee is increasing \$5,000 for the year. The health department budgeted \$20,000 for the year and has spent \$12,000 to date. Mr. Bruckner informed the Board that he is keeping an eye on this line item, and that it was not necessary to take action at this time (Handout Included).

Closed Session:

A motion was made by Ms. Bowers to go into closed session after a short break to revisit a personnel matter. Ms. Ledford seconded. The motion passed unanimously.

At 9:10 pm, Ms. Bowers motioned to seal the closed session minutes, come out of closed session, and to adjourn the meeting; Dr. Peterson seconded the motion and the motion passed unanimously. There was no action taken as a result of the closed session. Minutes for the closed session are sealed.

Board Training and Information: N/A

Announcements: There were no announcements.

Next Meeting Date: January 26, 2016

Adjourn: See Motion above.

Respectfully submitted,

Kathleen McGaha