



Macon County
Public Health

**MACON COUNTY BOARD OF HEALTH
MINUTES**

March 22, 2011

Members Present: Russell Stevenson - Vice Chair, Ron Winecoff, Dr. David Silverstein, Dr. Roy Lenzo, Paul Higdon, Dr. Frank Killian & Tammy Dills

Staff Present: Jim Bruckner, Dr. Jimmy Villiard, Tammy Keezer, Barry Patterson, Diane Keener, Rebecca Barr, Tonya Hodgins, Stan Polanski, Kathy McGaha, Jennifer Hollifield

Media: None Present

Guests: None Present

Public Comment Session: Mr. Stevenson, Vice-Chair of the Board asked if anyone wished to address the Board. No one responded.

Call to Order: Mr. Stevenson called the meeting to order at 6:24 pm.

Approval of Agenda: The agenda was approved on a motion by Dr. Silverstein and seconded by Mr. Winecoff .

Welcome/Introductions/Departures/Recognition:

- Mr. Bruckner introduced Jennifer Hollifield, Health Educator Specialist with Macon County Public Health who recently received recognition from Zonta as this year's recipient of the "Order of the Rose Award" for her work with the "Ladies Night Out Program". She also received an award from the March of Dimes for serving as the local MOD Campaign Committee Chair for the last 13 years.
- Mr. Bruckner announced that Sue Blaine, Administrative Assistant to the Health Director, will be retiring the end of March.

Presentations:

2010 Communicable Disease Annual Report

Mr. Stan Polanski, PA presented the annual Report for Communicable Disease of Macon County. He presented to the Board a review of services performed in 2010 and compared those results to the data collected in 2009. He reported that in 2010 there were: 285 Sexually Transmitted Disease (STD) patient visits which includes patients that were tested and in some cases treated for STD related symptoms, as well as those seeking preventive testing; a case of Rocky Mountain Spotted Fever; a confirmed case of Malaria from

a traveler that could have been prevented if the patient had followed the instructions of the anti-Malaria medication; and, a case of *Vibrio Vulnificus* which was directly linked to the patient consuming raw shellfish that contained this bacterium. Unfortunately, this *Vibrio Vulnificus* case resulted in a fatality.

Mr. Polanski gave an over-view of the research involved with suspected Communicable Disease services. He also stated that MCPH is the only site west of Asheville that is licensed as an International Travel Vaccination site. MCPH serves patients from all of Western North Carolina and North Georgia with Yellow Fever, Malaria prescriptions and consultation services for International Travel Vaccination Patients.

Mr. Stevenson asked what kind of questions and follow-up services have been provided for the 2011 flu season. Mr. Polanski stated that H1N1 has been the primary cause of flu and there had been few cases of flu reported in Macon County.

Approve Minutes of Previous Meeting of February 22, 2011: Minutes from the February meeting were approved with a motion by Ms. Dills and seconded by Mr. Winecoff.

Old Business:

Budget Update

Mr. Bruckner and Ms. Keezer presented an overview of the budget that was submitted to the county finance office last week. Ms. Keezer reviewed the budget information, a copy of which was given to each Board member. She reported to the Board that in planning for the Fiscal Year 2012 budget a comprehensive review was completed for all departmental expenditure lines and these requests were justified in complete detail by each Section Administrator. Ms. Keezer reported: An increase in the salary line as a result of internal staff changes; a reduction in operating supplies and non-capital equipment; and, a decrease in foreign travel vaccines. Ms Keezer highlighted the increase in the Administration office supply and postage lines. These increases reflect the move to centralize expenditures. In this new model, programs will submit requests to a single person for office supplies in an attempt to reduce costs and eliminate the stockpiling. Centralization of postage make payment for these services easier and we can continue to track program postage costs through reports generated by the postage machine.

Mr. Bruckner reported that so far, the county has not asked for additional cuts for this fiscal year, nor have they requested reductions of next fiscal years request. Mr. Bruckner went on to say that the State has requested an increase in autopsy fees from \$1,000 to \$2,500 per autopsy. This projected increase is reflected in the proposed 2012 budget. Only autopsy's that are requested by medical examiners not the family are charged to the county. There have been some other small changes in state allocations, but no significant ones yet.

Mr. Stevenson asked if there is more ownership throughout the organization. Dr. Villiard said that he feels that staff is being more responsible and are trying to conserve the resources that are available. Ms. Barr stated that the staff is good at looking at price and choosing the best prices for supplies needed. Mr. Bruckner stated that there is now tracking systems in place that helps programs keep track of and better manage expenditures.

Mr. Bruckner went on to say that the Core Service Document and the program/resource prioritization plan developed, under the direction of the BOH, has been useful in adjusting our service delivery plan.

Mr. Stevenson asked about the possibility of state and local cuts if it resulted in 5% or even 10% of budget cuts. Mr. Bruckner stated that in the budget preparations, cuts were factored in and there is a plan in place to ensure appropriate services remain intact.

Mr. Stevenson asked if there were sufficient technology to support the department. Mr. Patterson stated that technology changes frequently/rapidly and it is difficult for the department to keep up with these changes. Ms. Keezer stated that the department had received some one time funding to pay for updates in some technology, but we are lagging behind in some areas, specifically software. Mr. Bruckner said that the county is aware of the software issue, but funding the upgrade is fairly significant and with the economy it may be some time before we see an improvement.

Motion to approve the budget as presented and to allow for additions and/or corrections as directed by county, state and federal cuts was made by Mr. Winecoff and seconded by Dr. Killian. The Board members present agreed unanimously to approve the budget as noted in the motion.

New Business:

Healthy Carolinians Staff Changes

Ms. McGaha spoke to the Board giving them an update on the status of Health Carolinians across the state. The Office of Healthy Carolinians at the state has been eliminated; 10 positions which include 4 in the Office of Healthy Carolinians and 6 regional consultants. There are already changes occurring the first is the Certification Process that local health departments complete. Previous assessments were many pages and took several days to complete; the new format will be two pages and should only take a couple of hours. Local partnerships will be encouraged to continue functioning without state administrative staff support. The local Healthy Carolinians Program here in Macon County is funded in its entirety by the county.

Since 2005 Healthy Carolinians of Macon County has had 2 full time employees. They have both been health department employees with their salaries and operating coming from the health department's budget. Due to the expected budget cuts from the state our local program is going to be reduced to one staff person. With this change, partnership members will be encouraged to take over functions that the staff performed for them. The chairs of each of the Taskforces will assume administrative/coordination responsible for their groups objectives/meetings.

Ms. McGaha will be moving into a role that will encompass many of the responsibilities that were formerly carried out by the Director of Nursing. These include: Strategic Planning, Accreditation, Quality Management (Quality Assurance, Quality Improvement, & Quality Control), Risk Management, Compliance and Practice and Standards.

Ms. Blanton will be assigned to Health Education Program, and will retain most of her responsibilities for the Healthy Carolinians Program; however, Ms. Barr will be determining what that will entail and who does what for the Healthy Carolinians Program.

Ms. McGaha stated that she and Ms. Blanton were already transitioning and/or encouraging each of the Healthy Carolinian's Taskforces/committees toward ownership of their project(s).

Mr. Stevenson stated that he is concerned that some of the committees may be dissolved because of the lack of ownership and commitment within each committee. Mr. Bruckner said that the Department will continue to support the activities now underway and support efforts in the future. A mini-retreat in May will be focusing on the restructuring of the Steering Committee of the Healthy Carolinians. There are still some unanswered questions.

Proclamation -April Public Health Month

Ms. Barr updated the Board on the activities for Public Health Month. Ms. Barr read a proclamation declaring April Public Health Month and requested that the Board accept this proclamation.

A motion to accept the proclamation as written was made by Dr. Silverstein and seconded by Mr. Winecoff. The Board members present agreed unanimously to support the motion.

Revision & Update of Board of Health Procedure

Mr. Bruckner presented the Board with a copy of the proposed changes to the Operating Procedure Macon County Board of Health. The first change: Article X, Section 4, the Board will hold 12 regular meetings per year; Section 5, attendance requirement at regular meetings; and Article XII, Conflict of Interest.

Motion to accept the changes to the “Operating Procedure Macon County Board of Health” was made by Mr. Winecoff, seconded Dr. Silverstein. The board members present agreed unanimously to support the motion.

Support for the Health Directors Association Resolution Supporting aid to County Funding

Mr. Bruckner informed the Board that the Health Directors Association had adopted a resolution to encourage legislators to reconsider cutting Aid to County money to Health Departments. He requested the Board of Health support this as well. Motion to support the resolution made by Mr. Winecoff and seconded by Mr. Stevenson. The Board members present agreed unanimously to support the motion.

Legislative update

Mr. Bruckner provided an overview of legislative issues impacting Local Public Health: The push for an increase in Tobacco Tax; Curtailment of new fence height requirement for public swimming pools; and Health Departments to bill Medicaid through the state health information system or directly to Medicaid.

Board Training and Information:

Mr. Bruckner made the Board aware of articles that were in the information package this month:

NALBOH NewsBrief – 1st Quarter 2011
ANCBH President’s Message – 1st Quarter 2011
NAACHO Newsletter – **March 2011**
Monthly Performance Data

Announcements:

- MCPH is looking for an OB provider. Dr. Boruszak resigned effective in April. There are conversations occurring with local providers, as well as providers from Sylva and Asheville (MAHEC OB GYN Residency Program) to find a provider for Maternal Health Clinic.

Conversations are also on-going with Angel Medical Center related to recruiting a new OB BYN provider for Franklin.

- Retirement party for Ms. Sue Blaine will be Friday, April 8 at 1:00 in Meeting Rooms A & B here at MCPH

Next Meeting Date: Tuesday, April 26, 2011 at 6:15p.m.

Motion to adjourn made by Mr. Winecoff and seconded by Dr. Silverstein. Mr. Stevenson declared the meeting adjourned at 7:39 pm

Respectfully submitted,

Diane Keener, Coordinator of Health Information for Jim Bruckner, MS, Health Director
Macon County Public Health

Approved Tuesday, April 26, 2011 on a motion by Mr. Winecoff and seconded by Mr. Stevenson. All board members present agreed.