



Macon County
Public Health

**MACON COUNTY BOARD OF HEALTH
MINUTES
September 25, 2012**

Members Present: Russell Stevenson – Chair, Frank Killian MD, Roy Lenzo DVM, Molly Phillips, Ron Winecoff, David Silverstein, DDS, Stacy Shannon.

Staff Present: Jim Bruckner, Jimmy Villiard, Becky Barr, Barry Patterson, Tonya Hodgins, Tammy Keezer, Diane Keener, Stan Polanski, Jennifer Garrett, Mary Rita Tyson & Charlene Bellavance.

Media: There was no one from the media present.

Public Comment: There were no members of the public in attendance.

Call to Order: Chairman Stevenson called the meeting to order at 6:18

Approve Agenda: Mr. Stevenson asked to add board appointments under old business, and contracts under new business. A motion was made by Dr. Killian and seconded by Dr. Silverstein to approve the agenda as amended. The motion passed unanimously.

Welcome/Intro/Departures/Recognition:

Mr. Bruckner introduced Terrie Snowden from Snowden Insurance who is here to do a Risk Assessment Audit. We have been participating in their program for 18 years of the 20 years that the program has been around. There will be a clinical documentation training tomorrow with Macon County Health Department staff, as well as four other counties in the region. Mr. Stevenson asked if there were any trends Ms. Snowden was seeing currently in the industry. She indicated that they currently have four open claims all regarding lack of documentation in files. They have several others that are also connected to improper or lack of documentation.

During a July Communicable Disease Audit by the State Division of Public Health Mr. Polanski was recognized for his efforts in catching up a backlog created by another provider of 60 communicable disease case files in the NCEDS computer system. Due to these efforts Mr. Polanski was the recipient of the 2012 Extra Effort Award given by the Communicable Disease program. Mr. Villiard recognized Mr. Polanski for his achievement and thanked him for his willingness to go above and beyond the call of duty.

Mr. Bruckner advised the Board that Dr. Frederick Berger would be the new “Physician” Board Member. Dr. Berger was unable to attend the meeting this evening but we look forward to seeing him at next month’s meeting.

Ms. Garrett recognized Mary Rita Tyson for receiving the Hero Award for her service to a teacher at South Macon Elementary. The teacher, Ms. Susie wrote a letter thanking Mary for her help and the diagnosis of her condition that she felt saved her life.

Presentation: Ms. Keener corrected the spelling of HIPPA on the agenda to HIPAA which stands for Health Insurance Portability and Accountability Act. Ms. Keener gave a report on what information is required to be kept confidential and what records are considered public record and can be released without permission. Board of Health members have to comply with HIPAA regulations because they are an entity of Macon County Public Health.

Approval of Minutes of Previous Meeting: A motion was made by Mr. Winecoff and seconded by Dr. Killian to approve the minutes from August 28, 2012 as presented. The motion passed unanimously.

Old Business

FY12 Monthly Budget Report: Ms. Hodgins reported that revenues and expenses for the month of September were on target. We are slightly below the predicted earnings for this point in the year, but are also under for the predicted spending.

Mr. Villiard reported that \$7,058.52 was received from Zonta for women's health and that half would be given to the Community Care Clinic of Franklin, Inc. as per the agreement.

Adult Dental Update: Mr. Villard reported that the plans for the new dental clinic are moving along nicely. They have located a facility that will accommodate the clinic and have talked with two equipment providers regarding the installation and floor plan for a four chair facility. Mr. Winecoff was instrumental in helping find the facility. The proposed lease is for a five year period. The first two years at \$1,250 and \$1,500 for the next three. The next step is to speak with the County leadership. Currently the clinic is making dentures and the clients have been very positive about the quality and price of the product.

Health Director Evaluation: Mr. Stevenson reported that they completed Mr. Bruckner's evaluation and thanked him for his service and told him to keep up the good work.

New Business

Weeds & Refuse: Mr. Bruckner referred to a local news article indicating that the Town of Franklin had discussed the Health Departments role in abating health hazards within the Town limits. Mr. Bruckner reminded the Board that the health department does not have authority to enter or abate any private residential properties unless the problem rises to the level of a public health nuisance or imminent hazard. Distinction was made between public nuisance (as defined in NCAC 130A-131.7, 130A-131.9C), versus an imminent hazard (as described in NCAC 130A-19, and 130A-2(3), 20).

Contracts Update: Mr. Bruckner advised the Board that our County Attorney suggested that he ask the board for approval to sign contracts or agreements (specifically in this case a school affiliation contract for sponsoring/teaching interns). Mr. Bruckner went on to say that the contract template we use was approved by the County Attorney and that all contracts go through the County Managers Office and the County Attorney prior to initiating the original contract or agreement. He also said that when contracts or agreements involve the payout of funds that those contracts or agreements are audited by the County Finance Officer in the manner required by state law. After a brief discussion the board took no action.

Board Training and Information

- List of Board Members (Update for the BOH Notebook - handout)
- Delegation of Authority to Health Director (Update for BOH Notebook – handout)

Announcements: Dr. Killian told the board that there is an Angel Medical fundraiser and he can get tickets if anyone would like them.

Mr. Bruckner reminded the board members to be sure to sign the board of health operating procedure before leaving the meeting as there were no changes made to the policy.

Next Meeting Date: October 23, 2012

Motion to Adjourn: A motion was made by Mr. Winecoff and seconded by Dr. Killian to adjourn the meeting. The motion passed unanimously.

Respectfully submitted,

Charlene Bellavance
Administrative Assistant

Minutes were approved on October 23, 2012 with a motion by Ms. Phillips and seconded by Dr. Killian. The motion passed unanimously.