

The Cleveland County Board of Health met on Tuesday, March 10, 2015 at 6:30 p.m., at the Cleveland County Health Department.

Board members present: Gina Ayscue, Kendalyn Lutz-Craver, Stan Pitts, Johnny Hutchins, Robert Miller, Tom Spurling, Steve Rackley and Randy Sweeting.

Health Department staff present: Dorothea Wyant, Rodella Gold, Anne Short, Alisa Leonard, Sam Lockridge, Nathan McNeilly, DeShay Oliver, Brittney Smith and Debbie Dyer.

John Bridges, representing the County Attorney, was present.

CALL TO ORDER/WELCOME:

In the absence of the Chair and Vice-Chair of the Board of Health, Health Director Dorothea Wyant called the meeting to order and welcomed everyone. Robert Miller gave the invocation.

MOTION TO APPOINT A TEMPORARY BOARD OF HEALTH CHAIR:

Health Director Dorothea Wyant stated that in the absence of the Chair and Vice-Chair of the Board of Health at this meeting, a Chair would need to be appointed by the Board members to serve as Chair at the March 10, 2015 meeting only.

Motion: Motion was made by Robert Miller, with a second by Gina Ayscue to appoint Kendalyn Lutz-Craver to serve as Chair for the March 10, 2015 Board of Health meeting. Motion carried unanimously.

CITIZEN RECOGNITION:

No citizens requested to appear before the Board.

MOTION TO ADOPT THE REVISED AGENDA:

Chair Lutz-Craver asked for a motion to approve the revised agenda to include the appointment of Kendalyn Lutz-Craver to serve as Chair for the Board of Health meeting held on March 10, 2015.

Motion: Robert Miller moved, with a second by Tom Spurling to approve the revised agenda for the March 10, 2015 Board of Health meeting. Motion passed unanimously.

APPROVAL OF FEBRUARY 10, 2015 BOARD OF HEALTH MEETING MINUTES:

Chair Lutz-Craver presented the February 10, 2015 Board of Health meeting minutes for consideration of approval.

Motion: There being no corrections, additions, nor deletions to the minutes of the February 10, 2015 Board of Health meeting minutes, motion was made by Gina Ayscue, with a second by Randy Sweeting, that they be approved as presented. Motion carried unanimously.

CLEVELAND COUNTY HEALTH DEPARTMENT EMPLOYEE TURNOVER RATE 2014:

Dorothea Wyant stated that a requirement for accreditation is that the the Cleveland County Health Department employee turnover rate be reported to the Board of Health annually. The turnover rate for 2014 was 11%. This is a decrease of .8% in the turnover rate from 2013. The turnover rate including retirees is 12.3%. This is a decrease of 5.10% from 2013.

2015/2016 FISCAL YEAR BUDGET PROPOSAL:

Dorothea Wyant presented the Cleveland County Health Department 2015/2016 Fiscal Year Budget. A copy of the proposed budget was included in the information packet received by Board members. Information was highlighted through a power-point presentation. Changes from current year's budget were identified and discussed. Ms. Wyant noted the proposed budget does not include increases in health insurance premiums or an employee cost of living adjustment (COLA) as this information has not yet been made available to department heads. A comparison was provided of the 2014-2015 budget and the proposed 2015-2016 budget in relation to the funds received from State and Federal grants, Medicaid, grants/fees/Medicare and County funds.

The budget request reflects one new clerical position in the Carolina Access Program that will be funded completely by Medicaid dollars. Ms. Wyant noted a substantial decrease in Medicaid revenue due to a change in the formulary for the Medicaid cost settlement and a decrease in services. The decrease in services resulted from Shelby Women's Clinic accepting more prenatal Medicaid patients during the stressed economy and the Health Department Family Planning Clinic's focus on providing birth control methods that are more long term, such as implants, resulting in a reduction in patient visits. Child Health Clinic revenue was decreased due to staff (practitioner) illnesses, causing Child Health Clinic to close several weeks throughout the year, and Dental Clinic revenue decreased due to the provider's decision to outsource services that could be provided in-house. Child Health Clinic is now running

smoothly on a full time basis and services that the providers in Dental Clinic are able to provide are no longer outsourced. Difficulties with the NC Fast Program during the year resulted in many patients not being approved for Medicaid in a timely manner; and for an eight month period, the agency was unable to apply presumptively for Medicaid for patients when unsure of eligibility. In addition, the agency was not allowed to file for back claims once the patient was determined eligible. These problems were addressed and rectified, but did result in a significant decrease in Medicaid revenue.

Ms. Wyant noted that in past years, Medicaid has reimbursed the agency 75% of the amount submitted for claim during the year. At the end of the year, Medicaid reviewed claims submitted vs. payment rendered and provided the agency an additional cost settlement of approximately 25% of the initial claim. Last year, because of a shortfall in the State's revenue, Medicaid revised the formulary for determining cost settlement amounts, resulting in a significant decrease to the amount the County received in the cost settlement payments. The Health Department cost settlement history for the past five years was reviewed and discussed, highlighting that revenue received this year was approximately half the amount received during the prior year. Ms. Wyant noted that because there was some anticipation of decreased revenue from the Medicaid cost settlement this year, administration has been pro-active during the past year, freezing positions as they became vacant and significantly decreasing the amount spent to provide contract practitioner services to cover current practitioners for vacation and sick leave in an effort to eliminate the risk of a staff Reduction in Force. Ms. Wyant stated the frozen positions include 2.5 public health nursing positions, 1 social worker position and 1 clerical position. It is unsure how the staff reductions will impact patient services, but in order to comply with the request of the County Manager to maintain a flat budget, the health department did not ask the County to fund these positions. Ms. Wyant noted the approximate savings resulting from the frozen positions was \$327,927.41.

Ms. Wyant reviewed the proposed County request for FY 2015/2016, stated that electronic health records was implemented this past year and the staff is transitioning smoothly. There is an \$86,500 annual maintenance fee as well as a \$13,000 annual software maintenance fee for Environmental Health software that is included in the budget request. Ms. Wyant stated that line items within each health department program budget were reviewed carefully, and operational expenses for each program have been cut to the bare minimum. No expenses needed for the move to the new health department facility in 2016 was included in the budget request.

The salary of Dr. Stephen Jones, who works primarily in the Employee Health and Wellness Center, as well as the salary for one Pharmacist position has been moved from the Health Department budget to the County Health Plan budget. One 50% Pharmacy Technician position has been moved from the Employee Health and Wellness Center budget to the Health Department budget.

Proposed revisions to Environmental Health Fees were reviewed and discussed, and the methodology by which the proposed fees were decided was reviewed and discussed. Ms. Wyant noted these fees were last revised in 2009 and need to be updated.

Animal Control Program services will continue efforts with animal control enforcement and awareness during 2015-2016, including providing four free rabies vaccination clinics and the “Get on the Bus with Us” rabies vaccination/microchip/spay-neuter program. Spay/neuter awareness and education efforts will continue as well. In addition, education will be provided on standards of care for commercial breeders (puppy mills) and 5 in 1 vaccine will continue to be provided for impounded animals. Dr. Deanna Moseley, with Hope Animal Hospital will serve as contracted veterinarian for the Animal Control Program. Changes to the budget were identified and discussed.

Services in the Solid Waste Department will remain the same as in 2014-2015, including efforts in litter prevention, recycling, enforcement, safety education and awareness. Ms. Wyant reviewed projected revenue for the Solid Waste Program according to trend. Proposed funding for professional services and environmental monitoring (ground and surface water) and maintenance of capped landfill/monitoring were identified and discussed. The proposed budget includes the purchase of Model #323F Caterpillar excavator, the purchase of ECA325 Tow Behind Posi Shell Applicator & Portland cement/alternate daily cover materials to replace the use of soil. This process will result in a 25% life savings of landfill space. Also included are major repairs on heavy equipment and the replacement of methane detectors in enclosed spaces located on landfill property as well as the purchase of a 2016 Volvo Roll-Off truck to replace a 1995 model that has accumulated a total of 505,586 miles. Funding to replace 3 trash compactors for recycling centers that will enable them to convert to single stream recycling is also requested. The projected payment to the State for 2015/2016 State Disposal Tax was identified as \$304,884 and discussed. Solid Waste/Landfill Capital projects were reviewed and discussed, including the implementation of permitting for a new landfill expansion to include hydro-geologic, wetlands mitigation and engineering design at a cost of \$400,000.

Cleveland County Health Department revenue streams and their percentage of the total budget were reviewed and discussed.

Ms. Wyant stated that when it became obvious there would be shortfalls in revenue this year, health department staff worked as a team to cut expense in areas that would have the least negative impact in regards to continuing to provide excellent patient services.

Ms. Wyant reviewed the Cleveland County Health Department mission statement, which is: “To assure, enhance and protect the health of Cleveland County Citizens through education and prevention”.

Chair Lutz-Craver stated that this budget will be the Board of Health's recommendation to the Cleveland County Board of Commissioners for their consideration of adoption.

Motion: Robert Miller made the motion that the Cleveland County Board of Health approve the Cleveland County Health Department 2015/2016 Fiscal Year Budget as presented and forward to the Cleveland County Board of Commissioners for their consideration of approval. Motion was seconded by Gina Ayscue and passed unanimously.

APPROVAL OF STATE OF THE COUNTY HEALTH REPORT:

Anne Short presented the Cleveland County State of the County Health Report (SOTCH) for 2014. This report is compiled annually in the years a full community assessment is not conducted. The report has met all of the standards required by the NC Division of Public Health. A copy of the report was included in the packet of information received by Board of Health members.

The 2014 SOTCH reviewed the highlights of the 2014 calendar year. Among the issues discussed in the report are current demographic information about the County (including population statistics, unemployment data, and current poverty levels), and morbidity/mortality data for County residents during 2008-2012 and 2009-2013. Detailed information is included in the report and was reviewed with the Board regarding the progress toward meeting goals established in the Community Health Action Plans for substance abuse, unintended pregnancy and sexually transmitted diseases, and physical activity and nutrition as the three priority health issues affecting the County. Ms. Short stated that the award of the Drug Free Communities grant in the amount of \$125,000 annually for a period of five years, with the option to renew for five additional years will allow expanded work in the area of substance abuse education and prevention. Strategic Framework grants and Adolescent Pregnancy grants received will also allow expanded work in the area of unintended pregnancy and sexually transmitted diseases. Ms. Short identified and reviewed challenges faced during 2014 such as planning for a new health department facility and transitioning into that facility, planning for economic development and health literacy.

Ms. Short requested consideration of approval for this report from the Board of Health. Upon approval, the report will be sent to Beth Murray at the NC Department of Health and Human Services and copies of the report will be distributed to the following entities: Cleveland County Board of Commissioners, Alliance for Health Board of Directors, Department of Social Services Board, Cleveland County Memorial Library, Spangler Library in Lawndale, Mauney Memorial Library in Kings Mountain, Rose Library at Cleveland Community College and the Dover Library at Gardner-Webb University. Additional copies will be provided for members of the legislative delegation serving Cleveland County in the NC General Assembly. A full copy of the report will be posted on the Cleveland County Health Department web site. Additional

copies will be provided on request to residents and agencies in the County and may be accessed by contacting Ms. Short.

Robert Miller noted that he was pleased at the reduction in the number of sexually transmitted disease within the African American population, noting this reduction has been an on-going effort during past years.

Chair Lutz-Craver thanked Ms. Short for producing a comprehensive report.

Motion: Randy Sweeting moved, with a second by Steve Rackley, that the Cleveland County Board of Health approve the State of County Health Report 2014 as presented and copies be sent to the Cleveland County Board of Commissioners, Cleveland County Legislative Delegation, Cleveland County Alliance for Health Board of Directors, Department of Social Services Board, Cleveland County Memorial Library, Spangler Library, Mauney Memorial Library, Rose Library and Dover Library. Motion passed unanimously.

BUDGET AMENDMENTS

Rodella Gold presented the following budget amendments included in the Board of Health packet for consideration of adoption by the Board of Health:

Item Number One: The Cleveland County Health Department Management Team sponsored a Soup Lunch on February 13, 2015 to promote and raise awareness of American Heart Health Month. Donations from staff members and guests totaled \$396.00. A request was made to budget this amount in the Adult Health Department (533) to be used to purchase pharmaceutical supplies/drugs for indigent clients.

Item Number Two: The North Carolina Department of Health and Human Services CVD WiseWoman Program has allocated \$3,705.00 to the Cleveland County Health Department to support WiseWoman activities. A request was made to budget these funds in the Adult Health Department (533) to be used to provide additional screening services for eligible clients.

Item Number Three: North Carolina Department of Health and Human Services, Nutrition Services Branch WIC Program has allocated \$3,745.00 to be used for WIC services. A request was made to budget this amount in the WIC Department (540) to be used for operating expenses.

Motion: Robert Miller moved, with a second by Tom Spurling, that the Board of Health approve the budget amendments as presented. Motion carried unanimously.

MISCELLANEOUS BUSINESS:

Gina Ayscue informed the Board that effective June 1, 2015, she would regretfully resign her appointment as the Registered Nurse representative to the Cleveland County Board of Health. Ms. Ayscue noted that her husband's employment is in Raleigh, NC, and she and their children would relocate there in June to reunite the family. Ms. Ayscue stated that she has enjoyed serving the community as a member of the Cleveland County Board of Health and her time as a Board member has been a tremendous learning experience for her.

ADJOURN:

There being no further business, Chair Lutz-Craver called for a motion to adjourn.

Motion: Gina Ayscue moved, with a second by Tom Spurling that the Cleveland County Board of Health meeting be adjourned. The motion passed unanimously.

RESPECTFULLY SUBMITTED,

**Dorothea Wyant, Secretary
Cleveland County Board of Health**