

The Cleveland County Board of Health met on Tuesday, August 11, 2015 at 6:30 p.m., at the Cleveland County Health Department.

Board members present: Michael Alexander, Charles Hayek, Dianne Sanders, Tom Spurling, Randy Sweeting and Theresa Taylor.

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

Tim Moore, County Attorney, and Katie Herndon, Attorney was present.

**CALL TO ORDER/WELCOME:**

Chair Hayek called the meeting to order and welcomed everyone. Representative Tim Moore and associate Katie Herndon were recognized and welcomed as County attorney representation to the Board of Health. Michael Alexander gave invocation.

**CITIZEN RECOGNITION:**

No citizens requested to appear before the Board.

**APPROVAL OF AGENDA FOR AUGUST 11, 2015 BOARD OF HEALTH MEETING:**

Chair Hayek presented the proposed agenda for the August 11, 2015 Board of Health meeting for consideration of adoption.

**Motion: A motion was made by Randy Sweeting, with a second by Tom Spurling to adopt the agenda for the August 11, 2015 Board of Health meeting as presented. Motion carried unanimously.**

**APPROVAL OF JUNE 9, 2015 BOARD OF HEALTH MEETING MINUTES:**

Chair Hayek presented the June 9, 2015 Board of Health meeting minutes for consideration of approval.

**Motion: There being no corrections, additions nor deletions to the minutes of the June 9, 2015 Board of Health meeting, a motion was made by Randy Sweeting, with a second by Dianne Sanders that they be approved as written. Motion carried unanimously.**

**STEP ONE CHALLENGE:**

The Cleveland County Health Department is again collaborating with the Alliance for Health and other community partners to hold the 10<sup>th</sup> annual Step One Challenge, a six week community wide walking event to promote a healthy lifestyle. The Step One Challenge will kick off on Saturday, August 29, 2015 and conclude on Friday, October 9, 2015. Registration is open until August 21, 2015 at 5:00 p.m. A Step One 5K and Kids Fun Run is scheduled for Saturday, August 29, 2015 at 9:00 a.m. at Aldersgate United Methodist Church in Shelby. A registration form is included in each packet received by Board members. For additional registrations forms or information, contact Tyler McDaniel or Katie Bryant at the Cleveland County Health Department.

**PROPOSED VACCINE FEES:**

Alisa Leonard presented a proposal to adopt fees for two new vaccines that will become available to health department clients. The first vaccine is Bexsero, a serogroup B meningococcal vaccine that will be made available to those in high risk circumstances, such as increased risk due to community settings and those who are immunocompromised. The proposed fee for this vaccine at \$173.47, which is the Medicaid rate of reimbursement. The second vaccine is 9-Valent Human Papillomavirus (HPV) Vaccine. This vaccine protects against nine types of human papillomavirus as opposed to the present vaccine offered that protects against four types of human papillomavirus. The proposed fee for this vaccine is \$177.84, the Medicaid reimbursement rate.

**Motion: A motion was made by Randy Sweeting, with a second by Dianne Sanders that the Board of Health recommends that County Commissioners approve the proposed fees for the Bexsero and 9-Valent Human Papillomavirus vaccines as presented. The motion carried unanimously.**

**HEALTH DEPARTMENT FACILITY UPDATE:**

Construction continues to progress on the new health department facility. Elevators have been delivered and are presently being installed. The gravel base preparing for paving is presently in progress. Sheetrock has been completed throughout most of the facility and wiring and tiling is in progress. Air conditioning is expected to be working within a week. Small groups of staff have been touring the facility weekly. A projected move in date has not been decided at this time.

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**BUDGET AMENDMENT:**

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

**Item Number One:** Additional funding has been approved by the North Carolina Department of Health and Human Services for fiscal year 2015-2016 for the following programs: \$1,196.00 for a WIC Breastfeeding Peer Counselor (540); \$1,600 for the Wisewoman Program (533); \$347.00 for Care Coordination for Children (547); \$897.00 for the Maternal Health Program (538). A request was made to budget these funds in their respective departments to be used as designated in the program agreement addenda.

**Item Number Two:** In order to replace outdated and/or out of order dental x-ray equipment, a request was made to budget \$63,848.00 into the Dental Clinic Department (544) to purchase digital x-ray equipment, phosphorus plates, software and five x-ray units for dental examination rooms in the new health department facility. The Dental Department currently has a fund balance that is sufficient to purchase the requested equipment.

**Item Number Three:** The Kate B. Reynolds Charitable Trust Fund has approved \$40,305.00 for the Medication Assistance Program (MAP) beginning August 1, 2016. The amount presently approved in the County budget is \$35,757.00. A request was made to budget the additional \$4,548.00 into the Grants Dept. (543) to be used for salaries/fringe for currently budgeted positions.

**Item Number Four:** A donation of \$100.00 has been received from the Shelby Lions Club. A request was made to budget this amount in the General Dept. (530) to be used to pay for eye exams for the indigent.

**Item Number Five:** The North Carolina Department of Health and Human Services, Epidemiology/Public Health Preparedness and Response Branch have allocated \$20,000.00 to the Cleveland County Health Department to be used to enhance public health emergency preparedness planning and operational readiness for Ebola Virus disease. A request was made to budget this amount into the Adult Health Department (533) to purchase signage related to Ebola, personal protective equipment and maintenance of trailers and staff time.

There was discussion regarding the purpose of the trailers and the local responsibility for Ebola monitoring.

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Dorothea Wyant noted that citizens who were in areas affected by Ebola during the recent outbreak and returned to North Carolina were monitored by the local health departments for 21 days after their return. Because some Counties, such as Mecklenburg, were heavily involved, the North Carolina Health Directors Association requested they be compensated. Each County received a onetime allotment of \$20,000.00 as compensation for time they spent with the monitoring process.

The referenced trailers are "Preparedness Trailers" that were purchased with funds designated for Preparedness several years ago. At that time, the health department was given a short period of time to purchase items and all purchases were pre-approved. The decision was made to purchase four trailers to be used as PODS in the event of a disaster event. At this time, the trailers are used to store preparedness supplies. The funds included in the requested budget amendment will be dedicated to provide necessary maintenance to these trailers.

**Motion: Michael Alexander moved, with a second by Randy Sweeting, that the Board of Health approve the budget amendments as presented. Motion passed unanimously.**

**BAD DEBT WRITE-OFF:**

A request was made to approve the Cleveland County Health Department to write off a total of \$46,927.70 as bad debt. \$16,083.81 of this amount is debt owed to the Health Department by clients for whom there is no contact information available to us, making our department unable to further pursue collection. In addition, \$30,843.87 of this amount is balances not collected from Medicaid, Medicare or health insurance plans within a two year period of the service date. Because these claims have exceeded the maximum allowed time of two years, they are no longer eligible for payment.

There was discussion and clarification of the debt write-off policy.

**Motion: A motion was made by Tom Spurling and seconded by Dianne Sanders that the requested amount be accepted as bad debt write off. The motion carried unanimously.**

**MISCELLANEOUS BUSINESS:**

Chair Hayek noted that flu vaccine should be available in the near future and encouraged attendees to receive the vaccine.

Representative Tim Moore stated that he is pleased to have his law firm representing the Board of Health as County attorney and he looks forward to a future working relationship. Mr. Moore

stated that his two associates, Justin Brackett and Katie Herndon will also be available and will be assisting him with County business when needed.

**ADJOURN:**

There being no further business, Chair Hayek called for a motion to adjourn.

**Motion: Randy Sweeting moved, with a second by Theresa Taylor that the Cleveland County Board of Health meeting be adjourned.**

RESPECTFULLY SUBMITTED,

Dorothea Wyant, Secretary  
Cleveland County Board of Health