

The Cleveland County Board of Health met on Tuesday, August 9, 2016 at 6:30 p.m., at the Cleveland County Public Health Center.

Board members present: Michael Alexander, Jay Patel, Dianne Sanders, Kendalyn Lutz-Craver, Tom Spurling, Stan Pitts, Kale Meade, Randy Sweeting and Theresa Taylor.

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

Justin Brackett, representing the County Attorney was present.

**CALL TO ORDER/WELCOME:**

Chair Lutz-Craver called the meeting to order and welcomed everyone. Tom Spurling gave invocation.

**CITIZEN RECOGNITION:**

No citizens requested to appear before the Board.

**APPROVAL OF AGENDA FOR AUGUST 9, 2016 BOARD OF HEALTH MEETING:**

Chair Lutz-Craver presented the proposed agenda for the August 9, 2016 Board of Health meeting with the addition of one budget amendment for the Board of Health meeting for consideration of adoption.

**Motion: A motion was made by Tom Spurling, with a second by Stan Pitts to adopt the agenda for the August 9, 2016 Board of Health meeting as amended. Motion carried unanimously.**

**APPROVAL OF JUNE 14, 2016 BOARD OF HEALTH MEETING MINUTES:**

Chair Lutz-Craver presented the June 14, 2016 Board of Health meeting minutes for consideration of approval.

**Motion: There being no corrections, additions nor deletions to the minutes of the June 14, 2016 Board of Health meeting, a motion was made by Tom Spurling, with a second by Michael Alexander that they be approved as written. Motion carried unanimously.**

**STEP ONE CHALLENGE:**

The Cleveland County Public Health Center is again collaborating with the Alliance for Health and other community partners to hold the 12<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 27, 2016 and conclude on Friday, October 8, 2016. Registration is now open and sample registration forms are available tonight. A Step One 5K and Kids Fun Run is scheduled for Saturday, August 27, 2016 at 9:00 a.m. and a Children's Fun Run at 10:00 a.m. at Aldersgate United Methodist Church in Shelby. Special thanks to Cornerstone Dental for their generous sponsorship. For registrations forms or information, see the Cleveland County Public Health Center website, or contact Tyler McDaniel or Katie Bryant at the Cleveland County Public Health Center.

**SAFE SITTERS CLASS UPDATE:**

An update was provided on the progress of the Safe Sitters Class provided at the Cleveland County Public Health Center in partnership with the Alliance for Health during the summer months. Three of the four scheduled classes have concluded, with thirty-six total participants to date. Fifteen additional participants are scheduled to attend the fourth class. The classes have run smoothly and been well received, with two Emergency Department nurses participating in teaching. The class is designed for children who have completed the fifth grade, up to age 14 years of age. The class teaches the participants safety techniques for themselves and provides a handbook that gives information for different age children, infants, and toddlers, pre-school and school aged children. Because of the success of these classes, we are able to partner with the County School System to offer this class during the WIN period to sixth and seventh graders in one hour segments over a six week period allowing the students to complete the entire curriculum.

**BOARD OF HEALTH POLICY REVISION:**

A copy of the HIPAA Cleveland County Health Department Staff-to-Client Texting/Social Media Policy was included in the information packet provided to board members. Dorothea Wyant reviewed recommended revisions to this policy.

Chair Lutz-Craver opened the floor for questions and/or discussion regarding the presented policies. None were voiced, and Chair Lutz-Craver called for a motion.

**Motion: Randy Sweeting moved that the HIPAA Cleveland County Health Department Staff-to-Client Texting/Social Media Policy be approved as presented. Michael Alexander seconded the motion. The motion carried unanimously.**

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**BUDGET AMENDMENTS:**

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

**Item Number One:** The Cleveland County Public Health Center has received \$900.00 from Gardner Webb University as payment for providing clinical rotation to their students in our Maternal Health Clinic. A request was made to budget this amount in the Maternal Health Department (538) to be used for operational expenses.

**Item Number Two:** The North Carolina Department of Health and Human Service, Nutrition Services Branch, has allocated \$3,952.00 more than previously approved for the 2016-2017 fiscal year budget for the Breastfeeding Peer Counselor activity. A request was made to budget this amount in the WIC Department (540) to be used for contracted labor to provide breastfeeding peer counseling.

**Item Number Three:** As a part of the approved Infant Mortality Reduction grant from the North Carolina Department of Health and Human Services, the Cleveland County Public Health Center will received \$40,000.00 to be used to provide Family Planning Services. This amount was not included in the approved County budget. A request was made to budget this amount in the Family Planning Department (539) to be used for salaries for part-time physicians as specified by the grant.

**Item Number Four:** The original allocation for Family Planning from the North Carolina Department of Health and Human Services, Women's & Children's Health Branch was \$17,144.00 for Women's Health Services and approved in the 2016-2017 FY budget. This amount changed to \$8,991.00. Allocated funding for TANF Out-of-Wedlock services, in the amount of \$16,569.00 were not included in the approved budget. A request was made to approve budget adjustments in the Family Planning Department (539) to be used as required by the State Agreement Addenda.

**Item Number Five:** Community Care of North Carolina has hired a consultant to establish a strategic path forward to successfully meet the opportunities and challenges of State and National Health System Reform. Each network has been asked to contribute funds to support this service. The Carolina Community Health Partnership portion is \$5,000.00 for the year and we are asked to contribute an additional \$200.00 for the Network Director and Clinical Director

to attend a strategic planning retreat conducted by the consultant. This will include meeting space and food for the two day retreat. A request was made to budget \$5,400.00 of reserve funds in the Carolina Access Department (546) to be used for this purpose.

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Rodella Gold presented the following budget amendment, not included in the information packet, for consideration of adoption by the Board of Health:

**Item Number One:** Cleveland County Public Health Center staff have raised funds to purchase equipment for the facility Fitness Room. A request was made to budget \$3,134.00 in donations for this purpose.

**Motion:** A motion was made by Michael Alexander that the Board of Health approve the Budget Amendments as presented. Stan Pitts seconded and motion carried unanimously.

**BAD DEBT WRITE-OFF:**

A request was made to approve the Cleveland County Health Department to write off a total of \$67,711.00 in private pay charges for inactive patients. All other third party charges for this write off period have been resolved by payment, denial, discount or disallowance. This request covers a two year span as the write off last year covered balances of inactive patients with no contact information and Medicaid, Medicare and insurance charges filed but not paid for various reasons.

There was discussion and clarification of the debt write-off policy and explanation of staff efforts to collect from patients. This year, we have received approximately \$17,300.00 from the North Carolina Debt Set-Off Program.

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

**CHANGE TO ADOPTED BOARD OF HEALTH MEETING SCHEDULE:**

Health Director Dorothea Wyant requested the Board consider cancelling the Board of Health meeting scheduled for Tuesday, September 13, 2016. Ms. Wyant noted that she is obligated to attend the North Carolina Public Health Association meeting in New Bern, North Carolina on that date.

**Motion:** A motion was made by Randy Sweeting and seconded by Theresa Taylor to cancel the Board of Health meeting scheduled for September 13, 2016. The motion carried unanimously.

**BOARD OF HEALTH RESIGNATION/RECOMMENDATION FOR APPOINTMENT:**

Health Director Dorothea Wyant reported that Sherry Rippy Padgett, Public Citizen Member to the Board of Health has submitted her resignation to the Board. A copy of her resignation letter is

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included in the information packet received by board members. Ms. Padgetts' company, Drug Force, was awarded the contract to perform drug testing for Cleveland County and resigned to avoid any possible conflict of interest as advised by the County Attorney.

Dorothea Wyant stated that Robert Miller, a former Board of Health member has expressed a desire to serve as Public Citizen Member for the duration of Ms. Padgetts' term which will expire on December 31, 2018.

**Action: The Board of Health, by consensus, will send a recommendation to the Cleveland County Board of Commissioners to consider the appointment of Robert Miller to serve as Public Citizen Member representative for the duration of the term vacated by Sherry Rippy Padgett, expiring December 31, 2018.**

**MISCELLANEOUS BUSINESS:**

**Health Education:**

Anne Short noted that the boards on display in the room were shared with the Teachers Symposium sponsored by the Cleveland County Schools today for their teachers. The boards highlight the curriculums being taught by Health Educators in the seventh, eighth and ninth grade this school year. All Stars is Substance Abuse Prevention for seventh graders, Health Smart is Substance Abuse Prevention for eighth graders, both of which are both evidence based curriculum. The Sober Program, an alternative to suspension for students who violate school substance abuse policies is also taught. Smart Girls is taught to eighth grade girls and Wise Guys to ninth grade boys.

Anne Short noted that Kings Mountain Middle School made the decision this year to include the Smart Girls curriculum to be taught through the Health and PE classes to all eighth grade girls. This would be ideal for all schools to include and Ms. Short noted that depends on the success of the program at Kings Mountain Middle School.

**Animal Control:**

Dorothea Wyant provided information to the board regarding an Animal Advocates group called the CARE group who appeared to speak at a recent County Commissioners meeting with questions and concerns regarding the Cleveland County Animal Shelter and the Animal Control

Program. At the request of Jeff Richardson, County Manager, Ms. Wyant and Sam Lockridge provided answers to the questions and submitted those answers to Mr. Richardson. Ms. Wyant stated that the Cleveland County Animal Control Program desires to maintain a close working relationship with all animal advocate/animal rescue groups and does everything within reason to do so. Ms. Wyant and Mr. Lockridge are working to achieve a long term goal of having a “No Kill Shelter”,

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but are realistic that it will take time to achieve this goal. Ms. Wyant reviewed some of the questions and/or requests made by the group and the response provided by Mr. Lockridge and herself. The official response will be submitted to the CARE group by the County Manager’s office. Ms. Wyant noted the possibility of contracting with a consultant to act as a liaison between Animal Control and the Rescue Groups to find a compromise to some of the issues.

**Cell Phone Use/Cyberbullying/Sexting:**

Tom Spurling noted that he was present at a recent presentation made by Captain Joel Shores who shared information regarding children and cell phone usage for cyberbullying, sexting, etc. Mr. Spurling noted this was an excellent presentation and recommended that anyone contact Mr. Shores for more information.

**Medication Drop Box Update:**

Anne Short reported that this year to date, two million doses of medication have been collected from the seventeen drop boxes located within the county. Street value is estimated at fourteen million dollars.

**ADJOURN:**

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

**Motion: Stan Pitts moved, with a second by Dianne Sanders that the Cleveland County Board of Health meeting be adjourned. The motion passed unanimously.**

RESPECTFULLY SUBMITTED,

Dorothea Wyant, Secretary  
Cleveland County Board of Health