

Columbus County Board of Health

Minutes

☒ Regular Meeting ☐ Special Meeting

November 9, 2016 6:00 P.M.

Columbus County Health Department, 304 Jefferson Street, Whiteville NC

Members Present	Dr. Darryl Diefes Dr. Nicole Martin Patty Hobbs Shane Cartrette Dr. George Floyd Dr. Christy Perdue
Members Absent	Drew Cox, Dr. Randy Kirby, Franklin Boone, Charles McDowell
Staff Members Present	Kimberly L. Smith, Sandra Harrelson, Sarah Gray, Martha Faulk, Charlene Bush, Hilda Memory, Tammy Stevens, Theresa Smith, Lorraine Matthews

Quorum was present.

I. Call to Order

Dr. Nicole Martin called the meeting to order at 6:00 p.m.

II. Welcome/Invocation

Dr. Nicole Martin welcomed everyone to the meeting and asked that the Board reflect on the importance of the decisions that we will be making this evening and for our community.

III. Approval of Agenda

Motion to accept the agenda by Dr. Darryl Diefes seconded by Shane Cartrette and carried by the board.

IV. Public Comment

There were no comments from the public.

V. Approval of Minutes

A motion to accept the August 31, 2016 minutes by Patty Hobbs seconded by Dr. Darryl Diefes and carried by the board.

VI. EastPointe Kiosk

Jeanette Jordan-Huffam along with Victoria Jackson gave a brief overview of EastPoint Kiosk. EastPointe is very interested in placing a kiosk here in Columbus County as well as other counties in North Carolina. Dr. Diefes asked if this was a kiosk for mental health and for a brief presentation for board members. Ms. Huffham stated there are more than 61 million people in the United States that have mental health problems with only 30% that seek treatment. They want to increase access to care and one of the ways they came up with was a kiosk. People will take a brief screening. Once you get through the demographics, the person will need to answer a few questions. This is basically an educational tool-a box will pop-up and asks if they would like to speak to someone, if so, they would just pick up the phone and it goes to their call center or they can just take a card and make the call from their home. Each kiosk is in a privacy booth. They can enter information in if they like or make a call. We have over 200 languages that are accessible. George Floyd asked if the educational level will be user friendly. Ms. Huffham stated yes, the kiosk is at the 7th grade level. Dr. Diefes asked if EastPointe can make referrals to providers. Ms. Huffham stated yes and the providers will be specific to our county and in their network. Ms. Huffham asked the board to please consider placing the kiosk inside the Health Department.

Motion to recess into Professional Advisory Committee for Home Health was made by Dr. Daryl Diefes seconded by Shane Cartrette and carried by the board.

VII. Professional Advisory Committee for Home Health

Theresa Smith, Home Health Director gave the following:

A. Quarterly Record Audits-

- 1st and 2nd Quarter Audits-no identify trends

Motion to accept was made by George Floyd seconded by Dr. Christy Perdue and carried by the board.

B. Home Health Bundling-

A bundled payment approach, whereby multiple providers are reimbursed a single sum of money for all services related to an episode of care (in this case, a hospitalization plus a period of post-acute care), rather than being reimbursed for each individual service, should reduce spending by reducing volume of services provided and there is little incentive to reduce unnecessary care, the use of bundled payment mechanisms promotes a more efficient use of services.

C. Home Health Grouping Model (HHGM)-

The formula to setup of HHGM would include:

- 30 day periods
- Timing
- Referral source
- Clinical grouping
- Functional and cognitive level
- Comorbidity adjustment

	<p>D. Financial Update- Charlene Bush stated she is waiting on the Home Health cost report and should have it by the end of the month. The 1st quarter loss was \$143,419.20.</p> <p>Kim Smith stated we withdrew \$50,000 from escrow to pay for CliftonLarsonAllen to handle the sale and for outside counsel, our county attorney did not feel this was his expertise. Ron Clitharow with CliftonLarsonAllen is putting all the information together for the sale into a packet that shows all our assets. He will then send to her and Mr. Clark for review. If there are no issues, he will send this to the local hospital and 4 other agencies that he has dealt with that have bought other Health Department based Home Health agencies.</p> <p>Motion to adjourn the Professional Advisory Committee for Home Health and to resume regular session was made by Dr. Daryl Diefes seconded by Patty Hobbs and carried by the board.</p>
<p>VIII. Women's, Infant, and Children (WIC)</p>	<p>Lorraine Matthews, Director gave the following updates: The Columbus County WIC Program has continued to actively provide services to Columbus County families and is providing services to between 1800 and 2000 clients per month. Columbus County currently has 14 food markets and 5 pharmacies that participate in the WIC Program which brings over \$1.4 million into our county annually.</p> <p>A. Crossroads Update- Our electronic health record system (Crossroads) is continuing with periodic upgrades and for the most part is working well. Local vendors are becoming more involved as they will be doing more of their data requirements online.</p> <p>B. Transition to Electronic WIC Vouchers- The next big goal for North Carolina WIC is the transition to EBT which is scheduled to be put in place in 2018. This morning I received a call from the Branch Head of the Nutrition Services Branch of NC DHSS asking if we would like to be a pilot site for the development of the EBT program. (I said yes) A contract has already been awarded to Solutran systems which have worked on the old system, and with many of our printers, etc. I don't know the schedule yet, but I am sure it will be forthcoming.</p>

	<p>C. WIC Involvement- CCHD Nutrition/WIC continues to be the lead agency for the Whiteville area consortium for the East Carolina University Dietetic Internship. To date, we have trained at least 10 graduates of the ECU program, most of which have gone on to sit for the dietetic registration exam to become practicing Registered Dietitian/Nutritionists.</p>
IX. Financial Update	<p>Charlene Bush, Budget Director gave the following updates: A. Financial Statement...July, August, September <i>(Benchmark 33, Activity 33.6)</i> A motion to accept was made by Patty Hobbs seconded by Dr. Daryl Diefes and carried by the board.</p> <p>B. Patient Counts- <i>(Benchmark 33, Activity 33.6)</i> Flu vaccine count was down in September due to other clinics and drug stores are now giving the vaccine.</p>
X. Quality Improvement	<p>Martha Faulk, QA, QI gave the following updates: A. Patient Satisfaction Survey Results- <i>(Benchmark 9, Activity 9.5)</i> <ul style="list-style-type: none"> • August Survey comments-the place is spotless, smells really clean, better privacy, and more comfortable. • September Survey comments-need more nurses and louder patient announcements in lobby Motion to accept was made by Shane Cartrette seconded by George Floyd and carried by the board.</p> <p>B. Quality Improvement Project <i>(Benchmark 22, Activity 22.3, Benchmark 27, Activity 27.3)</i> We have updated our Health Department website as our QI Project. Martha asked the board to visit the site and provide feedback at the upcoming meeting. Dr. Nicole Martin made 2 comments: 1-add links for the topics on the Education Page 2-maybe add policies to the site that explains the "Financial Eligibility"/requirement for services</p> <p>C. Staff Development Policy <i>(Benchmark 24, Activity 24.4)</i> We have made changes to this policy, which are: <ul style="list-style-type: none"> • Electronic Medical Record (EMR) staff training in-house at least annually on HIPAA security and EMR updates. Including sanctions for misuse of Medical Records and password/security. </p>

	<ul style="list-style-type: none"> • Annual skills competency check off list • Annual infection control check off list • Annual performance evaluation. <p>If additional training is indicated, the supervisor(s) will arrange for training in the specified area. This will assist the employee with meeting their workplace needs, and goals for growth, lateral position changes or a step down if the employee so chooses.</p> <p>Motion to accept was made by Dr. Daryl Diefes seconded by Dr. Christy Perdue and carried by the board.</p>
XI. Nursing	<p>Hilda Memory, Nursing Director gave the following updates:</p> <p>A. Flu Vaccine Update- (Benchmark 38, Activity 38.1)</p> <p>For years, flu vaccines were designed to protect against three different flu viruses (trivalent). Now we have “Quadrivalent”, it is designed to protect against four different flu viruses; two influenza A viruses and two influenza B viruses. The recommendations for vaccination of people with egg allergies have changed for 2016-2017. People with egg allergies can receive any licensed, recommended age-appropriate influenza vaccine and no longer have to be monitored for 30 minutes after receiving the vaccine. People who have severe egg allergies should be vaccinated in a medical setting and be supervised by a health care provider who is able to recognize and manage severe allergic conditions.</p> <p>B. Communicable Disease Program (Benchmark 19, Activity 19.1)</p> <p>Attached were highlights of different communicable diseases that were reported so far for the calendar year in Columbus County.</p> <p>C. HIV/STD/BCCCP (Benchmark 19, Activity 19.1)</p> <p>Columbus County is still battling a large number of STD's with Chlamydia leading. Gonorrhea and Syphilis is also on the rise.</p> <p>The BCCCP program provides free or low-cost breast and cervical screenings for women who meet all of the following criteria:</p> <ul style="list-style-type: none"> • Have a household income at or below 250% of the Federal Poverty Level; • Are uninsured or underinsured; • Are without Medicare Part B or Medicaid ;and

	<ul style="list-style-type: none"> • Are 40 to 64 for cervical screenings or age 50 to 64 for breast screenings. <p>D. TB Program (<i>Benchmark 19, Activity 19.1</i>) Tammy Stevens, PHN III stated the following:</p> <ul style="list-style-type: none"> • TB is an infectious, airborne disease that commonly affects the lungs. • Symptoms; a cough with blood, appetite loss, weight loss, night sweats, weakness, chest pains, and fever <p>We have had 6 cases since last December. One person infected 5 others. We have 4 cases that are now being treated.</p> <p>Kim Smith stated to the board that HIV/STD/TB and Communicable Disease programs are mandated by the state. We do get funding for all these programs, but it is not enough to fund them 100%.</p>
XII. Chairman's Forum	<p>Dr. Nicole Martin stated the following:</p> <p>A. Health Director's Evaluation (<i>Benchmark 37, Activity 37.5</i>)</p> <p>It's time again for Kim Smith's annual evaluation. The evaluation forms along with a stamped envelope were handed out to the board. Sandra will make sure that Dr. Nicole Martin gets them.</p>
XIII. Director's Forum	<p>Kim Smith, Health Director gave the following updates:]</p> <p>A. Resolution in Memory of Peggy Y. Blackmon Kim ask if the board would like to make any changes to Resolution that was sent out in the packet. None were given. Peggy was on the board for 18 years and we would like to do this for her, along with a small reception with the family at our February meeting. Motion to accept was made by Dr. Daryl Diefes seconded by Dr. Christy Perdue and carried by the board.</p> <p>B. Goshen Medical Center Letter of Support- Goshen Medical Center is a Federally qualified healthcare facility. There are several clinics in our county. The new clinic that is being built on 701 S will have a dental clinic. Earlier, she was asked to submit a letter of support for the building of this new clinic. Greg Bounds stated he would have a dental clinic for adults and would refer children to the Health Department. The News Reporter article stated a dental clinic would see all ages. She told Mr. Bounds she would have to talk with the Board of Health. He stated it would be too late by the time the board met.</p>

C. Compendium of Animal Rabies Prevention and Control, 2016

(Benchmark 34, activity 34.5)

We are sort of late on this; most Health Departments have already adopted this rule. The implications of the compendium changes are:

- Fewer dogs and cats euthanized
- More “never vaccinated” dogs and cats placed under quarantine (instead of euthanasia) for a shorter period of time (four months instead of six months)
- Decreased emotional and financial burden on owners (dogs and cats with appropriate documentation, if immediately boosted, would be observed for 45 days at home with owner).

Kim stated she would like the Board of Health to adopt this rule, again we would need to have a “Public Hearing”, and then we could put this into law. We can adopt this at the local level.

Motion to accept was made by Dr. Daryl Diefes seconded by Patty Hobbs and carried by the board.

We will get an ad in the paper for our December meeting to have a “Public Hearing” so that we can officially adopt this rule.

D. Policy New/Revision

(Benchmark 15, activity 15.2)

In the packets was a list of the new and revised policies, there were no questions.

Motion to accept was made by George Floyd seconded by Shane Cartrette and carried by the board.

E. Hurricane Matthew-What an Experience!

We learned a lot of lessons, not only as a Health Department but as a County. We had a lot of staff that was picked up and delivered by the National Guard. We had a lot of sad things that happened and hope to never go through that again. EMS is planning a “hot wash” to go over everything that happened. Kay Worley wants to get everyone together that was involved, even the employees that worked in the shelters, to have input. A lot of people from other states came in to help. The agencies in the county worked very well together. When the schedules were being made out for shelters, no one complained. Our staff showed up when called.

	<p>Before we set the date for the next meeting; A motion to proceed with the EastPointe Kiosk in the front lobby for 1 year was made by Dr. Daryl Diefes seconded by Shane Cartrette and carried by the board.</p> <p>F. Set Date for December Meeting- The next Board of Health meeting will be December 14 @ 6:00pm.</p>
XIV. Comments-Board of Health	Dr. Daryl Diefes ask Dr. Nicole Martin if she wanted to set a time for the evaluations to come back in. She stated 2 weeks would be sufficient.

Next Meeting Date**December 14, 2016 at 6:00 pm**

Adjournment: Motion to adjourn was made by George Floyd seconded by Dr. Daryl Diefes and carried by the board.

Respectfully submitted:

Kimberly Smith
Signature

Secretary

12/06/16
Date