

## Wilkes County Board of Health Meeting Minutes

April 8<sup>th</sup>, 2019

The Wilkes County Board of Health held a regular business meeting Monday, April 8<sup>th</sup>, at 5:30 p.m. in the Wilkes County Health Department Conference Room. Board of Health members in attendance were:

Dr. Joe Fesperman  
Ms. Teana Compeau  
Ms. Deborah Britton  
Dr. Robbins Miller  
Ms. Sylvia Robinson  
Mr. Carl Page  
Ms. Susan Bachmeier

Ms. Rachel Willard, Ms. Nancy Moretz, and Mr. Chad Shore were also in attendance. Prior to the April meeting, packets containing the materials to be discussed were mailed to each Wilkes County Board of Health member for review and sent via email.

**Meeting Called to Order.** Dr. Joe Fesperman, Chair called the meeting to order at 5:32 p.m.

**Adoption of Agenda:** Ms. Deborah Britton made the motion to adopt the agenda for the Board of Health meeting for April 8<sup>th</sup>, 2019 with the addition of Community Health Needs Assessment follow-up in Unfinished Business, and Environmental Health Fee Increase and June Meeting in New Business; the motion was seconded by Ms. Susan Bachmeier, and unanimously approved.

**Approval of Minutes for February 11<sup>th</sup>, 2019 Meeting:** Ms. Tina Compeau made the motion to approve the Minutes from February 11, 2019; the motion was seconded by Ms. Sylvia Robinson and unanimously approved.

Ms. Rachel Willard introduced Chad Shore to the group. Mr. Chad Shore gave a brief biography stating he previously worked with "Bayada".

### **Administrative Reports:**

- Ms. Willard stated that we received our Year 2 Access to Care Grant and Year 3 Care Management continuation Office of Rural Health Grants, and we received the new ORH Mental Health grant in the amount of \$150,000 which will assist with providing mental health counseling to all of the middle schools.
- Ms. Willard informed the board that we received \$10,000 from the Health Foundation to help support the Mobile Expanded School Health unit.
- Ms. Willard reviewed the organizational chart stating the goal of the new structure is to create departments that could move offsite if the health center decides to move Primary Care to another location in the future. Ms. Willard announced the decision has been made to close the Diabetes Center as of June 30, 2019. This service will be moving in-house as of July 1, 2019. A new Registered Dietician will begin in-house as of May 1, 2019. Other Diabetes employees will be utilized in other programs.

**Committee Reports: None**

**Unfinished Business:**

- **Community Health Needs Assessment Follow-up-** Ms. Willard stated that she knew Dr. Ricketts had some concerns with the dental statistics. Ms. Willard presented some figures from the UNC SHEPS Center regarding dentist in North Carolina. Ms. Willard stated that these numbers have been updated since the data dive for the health assessment. Ms. Willard stated that in 2018, Wilkes County had 2.59 dentist for every 10,000 people. Wilkes also has 18 dentist in Wilkes County. Ms. Willard stated that the percent of dentist over the age of 65 did go down from 2017 from 21.4% to 16.7% in 2018. Ms. Willard also informed the board that these numbers come from the dental board, and they include dentist who are retired but still have a license. Next, Ms. Willard address Ms. Deborah Britton's concerns regarding the number of patients seen in a mental health facility. Ms. Willard confirmed that one 13 residents were sent and seen in state ran facilities in 2016.
- **E-Cigarette Follow-up-** Ms. Willard wanted to follow-up on Mr. David Gambill's concerns regarding e-cigarettes and youth. Ms. Willard passed around a box with various e-cigarettes that were provided as pictures on the PowerPoint. Ms. Willard emphasized that 1 in 7 youth are at risk of smoking a traditional cigarette if they have used an e-cigarette. Ms. Willard said they are studying the side effects of the e-cigarettes and the vapor, however we know that they contain nicotine which is addictive. Ms. Willard reminded the board members that this is still an unregulated product, so it is impossible to know what is truly being put into the "juice" for these devices. Ms. Willard did say that Mr. Mark Bryd is on board and wants to help address the problem in the schools. Locally, there is a 100% tobacco free schools policy. If a student is caught with tobacco products then they are suspended for three days currently. Locally we also have our two board of health rules that cover both tobacco and vapor free buildings and vehicles. Since e-cigarettes is deemed as a tobacco product in North Carolina, you do have to be 18 or older to purchase them. Ms. Willard also mentioned that the FDA has not regulated them yet due to the process that they have go through, although they are looking and watching the flavors. Ms. Robinson mentioned that the Early College was having some sort of meeting about it this week. Ms. Willard mentioned that the school system has held several meetings with Key Club members to provide education and get them involved at the school. The prevention teams also held a breakfast with local officials to discuss this issue. All the middle and high schools also have the Catch my Breath curriculum to educate students on tobacco products. The schools are also looking at implementing the aspire program that is an alternative to out of school suspension.

***New Business:***

- **Environmental Health Fee Increase-** Ms. Willard presented a proposed swimming pool fee review increase to the board on behalf of Angie Rhodes. Environmental Health would like to increase the public swimming pool plan review fee from \$150.00 to \$250.00. Ms. Willard stated that plan review for public swimming pools is very tedious and time consuming. Ms. Willard also mentioned that they would like to start charging a \$50.00 review and resubmittal fee. This would be an increase from \$0.00 currently. Ms. Willard directed the board to the handouts that contained the county comparison that Angie had done. Mr. Page asked how many pools this would affect. Ms. Willard said she did know for sure, but that it would only be a few. Mr. Page commented on how tedious this can be and thought that the resubmittal and review fee should be increased to \$100.00. After discussion, the board decided to propose an increase to \$100.00.

Mr. Cari Page made a motion to increase public swimming pool plan review fee to \$250 and the resubmittal and review fee to \$100; the motion was seconded by Dr. Robbins Miller; and unanimously approved

- Ms. Nancy Moretz presented the Proposed FY2020 budget along with a Summary Page of the proposed budget. Overall, the largest portion of county support increase is due in part to a proposed 2% COLA increase by the county, and an increase in Retirement, Medical Insurance, and Life Insurance. We have asked and included in the proposed budget for a Processing Assistant IV position in General salaries to assist EH, increased documentation and reporting for Medicaid transformation as well as Federal Grants reporting.
  - REVENUE changes
    - We no longer qualify for Meaningful Use Funds with Medicaid thru our EMR
    - Federal Grant revenue is based on 9 months instead of 12 to line the grant budget up with the county budget. When grant funds are received in April 2020 the budget will be amended.
    - Medicare Revenue for AH is projected lower than last year based on the current year average
    - Health Promotion state funds were reduced this year by \$221.00
    - Diabetes Medicare – reduced due to lower projected productivity – closing diabetes and bringing this service in house
    - Child Health State funds increased \$5k from previous year
    - MESH cost settlement reduced due to reduction in cost settlement funds. Funds were allocated to appropriate programs. Steve Garner assists with the cost settlement report and breakdown of funds.
    - Family Planning state funds increased from \$88,576 to \$98,056 for an increase of \$9480
    - Case Management Revenue is calculated on a 3-month basis. Health Check is going away due to Medicaid reform and this funding will be eliminated October 31st. Therefore, we budgeted revenue for this program for four months.
    - Duke Endowment grant revenue increased to \$135k based on the increase received this FY
    - AIMS Federal grant revenue is based on Federal grant cycle – 9 months. Once we receive new grant funds in April of 2020, we will amend the budget.
    - SUD federal grant revenue is based on carry forward funds from this FY. This grant cycle will renew in October and the budget will be amended with the new funding.
    - We are not guaranteed funding from the Women's Circle Grant. This is a year to year basis and we do not report this revenue. If we receive this grant, it will fund 10 women to have mammograms and the budget will be amended.
  - EXPENSES
    - Salary and Fringe increases are due to a projected 2% COLA increase as well as the county increased the retirement percentage from 7.57% to 9.02%, Medical insurance increased from \$9375 to \$9780 and life insurance increased from \$78 to \$90. There are a few individual certification increases for employees completing their certifications/training such as Environmental Health as well as retirement payout for employees.
    - Telephone and Internet service expenses have increased for all programs due to new phone system and WIFI usage.
    - Contractual Services in AH increased due to our Mental Health counselor increasing number of days to see patients,
    - Need for interpretation has increased due to an increase in providers and an increase in Behavioral health patients
    - Health Promotion increased expenses due to receiving a grant from Health Foundation
    - Diabetes expense budget will be eliminated saving approximately \$14k if you include the additional \$2k needed for copiers in General.

- Any program variances in expenses are due to these programs providing a budget to the state for these funds and we have aligned these budgets with the county expense budgets, which hasn't been done in the past.
- MESH expenses increased due to increased mental health counseling to middle school students and WIFI license built into contractual services
- Family Planning revenue increased and expenses decreased due to lining the expense budget up with the state budget, allowing more for salary expense in programs due to additional provider and seeing FP patients in after-hours clinic in the new FY.

Ms. Deborah Britton made the motion to accept the proposed FY2020 Budget to be submitted to the county; the motion was seconded by Ms. Susan Bachmeier and unanimously approved.

- June Board Meeting- The next meeting date for the BOH is June 10, 2019. However, Ms. Willard has a conflict and proposed this date be moved to June 17, 2019. Mr. Carl Page made the motion to approve the new meeting date of June 17, 2019; the motion was seconded by Ms. Tina Compeau and unanimously approved.


**Public Concerns: None**

**Next Meeting Date:** The next board of health meeting will be on June 17<sup>th</sup>, 2019, at 5:30 p.m. in the conference room.

**Adjournment:** Mr. Carl Page made the motion to adjourn the meeting; the motion was seconded by Ms. Susan Bachmeier; all members approved unanimously. The meeting was adjourned at 6:45 pm.

Minutes respectively submitted by,

April Edwards, Administrative Assistant  
Secretary to Board of Health



Dr. Joe Fesperman, Chair