

Wilkes County Board of Health Meeting Minutes

August 10th, 2020

The Wilkes County Board of Health held a regular business meeting Monday, August 10th, at 5:30 p.m. through a conference call due to COVID-19. Board of Health members in attendance were:

Mr. Carl Page
Ms. Teana Compeau
Ms. Deborah Britton
Dr. Robbins Miller
Ms. Susan Bachmeier
Dr. Gary Nash
Ms. Marcia Reynolds
Dr. Keaton Mash

Ms. Rachel Willard, Mr. Chad Shore, & Ms. Nancy Moretz were also in attendance. Prior to the August 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: Mr. Carl Page, called the meeting to order at 5:30 p.m.

Adoption of Agenda: Ms. Susan Bachmeier made the motion to adopt the amended **Agenda** (adding EMR Transition) for the Board of Health meeting for August 10th, 2020; the motion was seconded by Ms. Teana Compeau; unanimously approved.

Approval of Minutes for June 8th, 2020 Meeting: Ms. Deborah Britton made the motion to approve the **Minutes** from June 8th, 2020; the motion was seconded by Ms. Teana Compeau and unanimously approved.

Old Business: None

Administrative Reports: Mr. Chad Shore

Departmental Updates: We have ordered a “rapid test mobile unit” for offsite testing and should be ready to be picked up in September and we have ordered equipment to go on that mobile unit as well as our MESH unit. This is to use for onsite flu testing, strep test, etc.: we have ordered 4 of those machines and those will be used in the clinic also. We did start back up our Diabetes Program last week and are now seeing patients. We did have about 120 people on our waiting list, so our new Registered Dietician has started from that list and probably next month we will be sending out notifications to other practices in the county so they can begin to send us referrals. We were approached in July about an opportunity to move the health clinic offsite to Dr. Fesperman’s old office; we did take a look at that, but financially, we didn’t think it was feasible for us to make a move. We have hired three new providers for the clinic; Chrissy Dishmond, FNP, Savannah Strom, PAC, & a new local graduate coming in mid-September. We have also hired a new case management Social Worker who will be working with our underserved health population, a case investigator to work with our COVID Team, and we have hired a Nutritionist to work with the WIC team.

Medicaid Transformation: There was a Senate Bill that passed last month in Raleigh that states that Medicaid Transformation has to be started by July, 2021, and there is some language in that bill which states every month past the date, the state will have to pay the 4-5 companies that will be providing the services. We are already making changes to meet that date.

COVID-19 Update: There was a release that sent out to the Board earlier today; we had our 12th COVID related death Sunday (the individual did already have compromised health). As of this afternoon, we have 844 confirmed COVID-19 cases in the county, 684 recoveries, and 5 currently hospitalized. State statistics today from the Department of State and Human Services are reporting 136,844 cases statewide, 1111 hospitalizations, 2,172 deaths related to COVID-19. Westwood Hills have had 51 positive residents, 34 positive employees; they have been doing their own testing, but they do have CVS Omnicare coming on Fridays to do more testing. They have a COVID unit set up which is full right now, but they are also utilizing another facility in Greensboro and some of the patients have been hospitalized. We are also monitoring some cases coming from the jail, so we have had two outbreaks between Westwood Hills and the jail and then we had the cluster at Tyson which is still on board and we are still testing about 20 to 25 people per day.

Committee Reports:

Annual Performance Evaluation of Health Director – Carl Page: Reviewed the Letters of Support from John Yates, John Blevins, himself, and the Performance Review which is a summary of the management team and one employee from each department's individual reviews. Mrs. Rachel Willard's overall score was a 4.7 out of a possible 5.0.

New Business:

Recommendations/Reappointments of Board Members: Ms. Willard stated Marcia Reynolds has already stated she would like to serve another term. Also, Adina Watkins has submitted her application to the BOH and that was provided to the Board of Health members to review her credentials and reasons for wanting to be on the board. Ms. Watkins brings a lot of knowledge and general representation from being in the education system.

Recommendations/Reappointments of Board Members: Ms. Susan Bachmeier made the motion to approve the **Reappointment** of Ms. Marcia Reynolds and the Appointment of Ms. Adina Watkins; the motion was seconded by Ms. Deborah Britton.

Ending Financial Report FY 19-20 – Ms. Nancy Moretz: YTD General Revenue was \$95,938 / 75%, Medicaid & Medicare in the General Fund and it is below budget by 25% due to staff turnover & COVID. Our actual Program & State Revenue is \$3,588,422 / 90%. Our Federal Grants Revenue was \$1,088,062 / 107% (a little bit over projection due to receiving COVID Funds). Permits and Fees Revenue is \$375,018 / 83% (of projection); so our total FY Revenue was \$5,147,440 / 92% of our Budget (8% less of what we had budgeted). Expenses: General Program Salaries & Benefits was \$1,456,153 / 83%, General Operating Expenses was \$402,415 / 81%, we did not have a lot of Capital Expense; we spent \$5,216.82 for a new MESH Unit wrap. Our total General Expenses for the YTD FY was \$1,863,785 / 82%. Program Salaries & Benefits was \$1,501,595 / 91%, Program Operating Expenses were \$1,887,486 / 80%, and our Federal Grant Operating Expenses were on target with \$780,486 / 100%, & our Federal Grant Operating Expenses was \$275,618 / 64%. Operating Expenses are below budget due to COVID and staff turnover; our overall Total Expenses was \$6,308,798 / 84% which was below budget.

Approval of Ending Financial Report FY 19-20: Ms. Susan Bachmeier made the motion to approve the **Ending Financial Report FY 19-20**; the motion was seconded by Dr. Gary Nash and unanimously approved.

Bad Debt Write Off: Mr. Chad Shore – For the last 6 months is \$5,850.46, which is a decrease from the previous Bad Debt Write Off, which was \$6,083.94. We are trying to come up with more ways to reduce this amount, but we are still hovering at this amount. Patients are always offered a payment plan if they are not able to pay. These patients did not enter into a payment plan, or did not carry out the plan payment.

Bad Debt Write Off: Ms. Teana Compeau made the motion to approve the **Bad Debt Write Off**; the motion was seconded by Ms. Susan Bachmeier and unanimously approved.

COVID Fee Schedule: Mr. Chad Shore – Currently, we have not been charging “self-pay”, only those with insurance; we wanted approval to add this to our “Fee Schedule” @ \$18 per test. The Medicaid rate we get for the testing is \$15, so this would be close in line with that amount (this would help with supplies, etc.)

COVID Fee Schedule: Ms. Deborah Britton made the motion to approve the **COVID Fee Schedule**; the motion was seconded by Ms. Marcia Reynolds and unanimously approved. Board did request to have more discussion at the next scheduled meeting.

Annual BOH Training: Mr. Chad Shore – Asked the board if anyone had anything specific they would like to suggest. No one had any suggestions, but were offered to email anything they might think of within a month.

EMR Transition: Mr. Chad Shore – We have been talking about switching EMR's for a while, so we have decided to go with CureMD and this has been approved by the FQHC Board due to Federal money we can use that for and it's something that is really needed. We also seek the BOH's approval, then we can give our current EMR a notice and sign a contract with CureMD and our hopes are to go live with CureMD on January 2, 2021, which will be the perfect time with a New Year beginning and the ability to get more necessary reporting which is needed. CureMD is built on a public health platform, it's less cumbersome than Patagonia is now, all forms and templates are already built in for the state, there are several other health departments within the state that we reached out to and received good feedback, they have much better customer service, it already has the FQHC piece built into it, behavioral health, Telehealth is also built into it, dictation piece built in for the providers, and many other pieces which are needed. This EMR does also interface with the state system and many of the state hospitals.

EMR Transition Approval: Ms. Deborah Britton made the motion to approve the **EMR Transition**; the motion was seconded by Ms. Susan Bachmeier and unanimously approved.

Public Concerns: None

Next Meeting Date: The next board of health meeting will be on October 12th, 2020, at 5:30 p.m. in the conference room pending COVID-19.

Adjournment: Ms. Teana Compeau made the motion to adjourn the meeting; the motion was seconded by Ms. Marcia Reynolds; all members approved unanimously. The meeting was adjourned at 6:35 pm.

Minutes respectively submitted by,

April Edwards, Administrative Assistant
Secretary to Board of Health

Mr. Carl Page, Chair