

**Transylvania County Board of Health
Minutes
☒ Regular Meeting ☐ Special Meeting
January 13, 2015; 6:00 p.m.
Community Services Building Conference Room**

I. Call to Order and Introductions

Meeting was called to order by Chair Biecker at 6:00 p.m.

Members Present	Chris Biecker, Chair; Tony Fisher; Ben Lamm; Linda Schieve; Hooper Williams; Jeanne Byrne; Gus Tucker
Members Absent	PJ Boatwright
Staff Members Present	Elaine Russell, Health Director/Secretary to Board Miriam Brown Pepinsky, Business Officer Anita Glance, QA/QI Coordinator Sharon Cameron, Director Personal Health
Others Present	Barbara Jean Sorensen, TRAIN Coordinator Terry L. Pierce, Former Interim Health Director

Quorum was present.

Chair Biecker welcomed the Transylvania County's Health Director Elaine Russell.

A certificate of appreciation was presented to Terry L. Pierce who served as the interim health director from May 5, 2014 to January 4, 2015.

II. Approval of Consent Agenda

Chair Biecker requested an approval of the consent agenda. Ms. Byrne moved; Mr. Lamm seconded a motion to approve the consent agenda. The vote was unanimous.

III. Public Comments (None)

IV. Health Director Report

- Oath of Office was administered and filed January 5, 2015.
- Delegation of authority for health director's absence was signed for Miriam Brown Pepinsky (financial/contracts) and Sharon Cameron (health director duties).
- Agency revenue projections are on track.
- At the Board of Commissioners meeting on January 12, 2015, Chris Biecker was appointed Chair. Commissioner Kelvin Phillips was appointed to fill the commissioner representative on Board of Health. Jim Holimon (general public) and Terry Allen (professional engineer) terms ended. Vacancies will be recruited and appointed by Commissioners.
- The Pertussis outbreak has concluded. Summary: 128 tests performed; 15 positive by state definition. Medication was ordered and paid for 463 individuals as prophylaxis. Staff spent 694 hours at a total cost of \$39,470. Ms. Byrne inquired if the holidays affected the reduction of cases. Ms. Russell responded it may have attributed and created a buffer.
- Flu deaths were reported at a local term care facility.
- Response and communication algorithms in place locally and state level for Ebola.

- Health Department strategic plan is due for review March 2015. The strategy for the development of the next plan will be presented for discussion at the February meeting.
- Community Health Assessment is due December 2015 and will be conducted at the regional level (regions 1 and 2) through the WNC Healthy Impact project.
- Region 1 Health Directors held a local legislator briefing on January 8, 2015. Senator Jim Davis and Representative Joe Sam Queen participated.
- Agency's external communications plan will be reviewed, modified and updated in the next six months. Health Educator Tara Rybka will co-lead the project with the Health Director.
- Meeting with United Way Executive Director Steve Pulliam and Transylvania Regional Hospital President/Chief Nursing Officer Cathy Landis to discuss community needs, resources and role of Land of Waterfalls Partnership for Health (501c(3)).
- The State of the County Health (SOTCH) report will be presented by the Health Educator at the February meeting.
- Health Director's job description will be discussed and signed at the February 2015 meeting.

V. Old Business (None)

VI. New Business

A. Election of Officers

Chris Biecker was nominated to continue serving as Chair. Dr. Boatwright was appointed Vice Chair. Chair Biecker requested an approval of elected officers. Ms. Byrne moved; Mr. Lamm seconded a motion to approve the elected officers. The vote was unanimous.

B. Budget Amendments

Delta Dental Foundation awarded \$1000 grant to fund elementary school dental hygiene kits in the Dental Project program. Chair Biecker requested an approval of the Delta Dental budget amendment. Ms. Byrne moved; Mr. Biecker seconded the motion to approve the Delta Dental budget amendment. The vote was unanimous.

St. Philips Episcopal Church awarded \$3500 grant for the TRAIN (Transylvania Resource Access Information Network). The intent of this grant was specific to fund transportation. However, the transportation van has become a non-viable option. United Way is currently looking for alternate vehicles. St. Philips understands the current situation and if a van cannot be located, the grant can be used to fund vouchers for transportation. Ms. Sorensen spoke of the long-term goal of providing transportation similar to the model in place in Henderson County.

Ms. Schieve asked the locations for the TRAIN van. Ms. Sorensen responded medical appointments and/or pharmacies and added barrier for some citizens in our county is personal reliable transportation. She mentioned United Way may have a repair shop in place soon. The initial van route may be expanded.

Ms. Byrne asked about a local automotive dealership and if they would be willing to donate. Ms. Sorensen indicated there are several businesses collaborating with United Way to possibly fund a vehicle. Another option is to collaborate with the Transportation Director Keith McCoy.

Dr. Fisher asked who was eligible for County Transportation. Ms. Sorensen responded this transportation is for Medicaid-covered service.



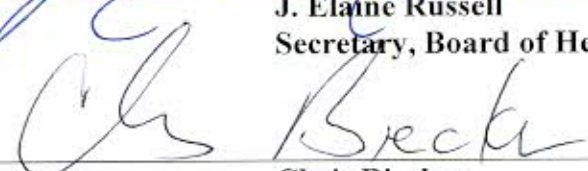
Chair Biecker requested an approval of the St. Philips Church budget amendment. Ms. Byrne moved; Mr. Tucker seconded the motion to approve the St. Philips Church budget amendment. The vote was unanimous.

VII. Informal Discussion and Public Comment (None)

VIII. Adjournment

Meeting adjourned 6:30 p.m. Mr. Lamm moved; Mr. Biecker seconded a motion to adjourn. The vote was unanimous.

Respectfully submitted:

	
J. Elaine Russell Secretary, Board of Health	Date
	
Chris Biecker Chair, Board of Health	Approved Date

Next Meeting Date

March 10, 2015

Transylvania County Board of Health
Minutes
☒ **Regular Meeting** ☐ **Special Meeting**
February 10, 2015; 6:00 p.m.
Community Services Building Conference Room

I. Call to Order and Introductions

Meeting was called to order by Chair Biecker at 6:00 p.m.

Members Present	Chris Biecker, Chair; PJ Boatwright ; Tony Fisher; Ben Lamm; Hooper Williams; Gus Tucker
Members Absent	Jeanne Byrne; Linda Schieve;
Staff Members Present	Elaine Russell, Health Director/Secretary to Board Miriam Brown Pepinsky, Business Officer James A Boyer, EH Supervisor Anita Glance, QA/QI Coordinator Tara Rybka, Health Educator Sharon Cameron, Director Personal Health Beth Hyatt, Director of WIC (Women Infant Children)
Others Present	None

Quorum was present.

Kelvin Phillips, Board of Commissioner, was sworn-in as a Board of Health member for the Commissioner vacancy

II. Approval of Consent Agenda

Chair Biecker requested an approval of the consent agenda Mr. Lamm moved; Mr. Tucker seconded a motion to approve the consent agenda. The vote was unanimous.

III. Public Comments (None)

IV. Health Director Report

- Miriam Brown Pepinsky, Business Officer, submitted her resignation effective July 31, 2015. It is anticipated a new person will be hired prior to her departure date to provide an overlap for a smooth transition.
- The FY15-16 budget is due to Finance by March 11 after Board of Health grants final budget approval at the March 10 meeting.
- 2014 Performance reviews for leadership team will be conducted by Terry L. Pierce who was here a majority of 2014 as interim director.
- The measles immunization non-compliance rate for our school age population (data from our school nurses) was 1.7%. Overall, this is very good as it means we are about 98% compliant and also speaks to the power of school nursing. For children, two to school age; 86% compliance rate. We will focus on increasing this compliance with daycare and parents to reach a 92% benchmark. Measles immunization compliance is a concern given the national outbreak.
- Another integral and economic part of our community is the influx of national and international summer campers. We want to provide the summer camp managers with the best possible guidance for communicable disease preventive measures. An internal process has begun involving nursing, environmental, administration and PH Preparedness to develop a survey for camp owners to determine how they are screening vaccine compliance. The results will help us tailor education to camp owners in the weeks ahead. Educate and be proactive now.

- Lengthy discussion of the loss of the birthing center at Transylvania Regional Hospital. Ms. Russell has been in communication with Cathy Landis Feb 10 to share philosophy and assurances they are putting in place from hospital perspective. Ms. Russell also met with the Park Ridge Baby Center who will be available as a community partner if needed. For our Medicaid Case Management moms, we will emphasize transportation planning. Also, there will be a focus on how to develop relationships with more distant hospitals around breastfeeding support as the first 24 hours is essential for breastfeeding support. Ms. Russell also met with County Manager to discuss the overall vision for the county level and working with women to inform them of their choices and the need to proactively plan.

Dr. Fisher posed the question whether the Transylvania Women's Care OBs (Barrow and Ramsey) are available for OB services. Ms. Russell responded the physicians will be available at Mission and local services will be covered only for prenatal care. Deliveries will only occur at Transylvania Regional Hospital for extreme, immediate crisis delivery.

V. Old Business

VI. New Business

- A. **Fee Recommendations:** Ms. Brown Pepinsky reported the fee increases are governed by an annual review in the *Clinical Eligibility and Fee* policy. The review is comprised of many methods such as comparing regional costs from the Medicaid Cost Settlement; peer county fee review; minimum Medicaid reimbursement and product/service cost recovery. Mr. Lamm inquired whether there was a profit with some of the services. Ms. Brown Pepinsky responded we were at least meeting the Medicaid reimbursement cost as a baseline for some services. Ms. Russell provided further detail regarding the different repositories required for private and state vaccines and how those cost differ. Chair Biecker requested a motion for the fee increases. Mr. Tucker moved; Dr. Boatwright seconded a motion. The vote was unanimous. The fee recommendation was approved.
- B. **Strategic Plan Timeline:** Ms. Russell gave an overall timeline of the strategic planning process and how the County's strategic plan will assist us in developing the agency's plan in 2016. The health director suggested focus groups to determine specific needs and nuances of our community. Also, the agency is working on an external communications plan with Health Educator and external vendor. At the March or April board meeting, there will be a SWOT analysis. Another resource is results-based accountability with a common sense approach to programs and services with three key questions that can be applied to clinical or environmental.
- C. **Quarterly Financial Summary:** Ms. Brown Pepinsky reported we are on track at the 50% benchmark for expenditures and revenues. Regarding revenue; *State:* A state certification error resulted in revenues being received in the beginning of the third quarter. *Medicaid:* the low percentage is normal as the Medicaid cost settlement is usually received near the end of the fiscal year (around June). Expenditures are under 50% as of 12/31/2014.

D. Health Director Job Description and Delegation of Duties Policy Review: Ms. Russell explained the job description and policy review are part of accreditation standards. Both documents are instruments for the Board to vest the health director with the general statute of operating a health department. Regarding the job description, there are no changes unless the scope of practice changes. No questions were raised so a motion was required to accept the job description. Mr. Tucker moved; Dr. Boatwright seconded. The vote was unanimous. The job description was approved.

E. State of the County Health (SOTCH) Report: This annual report is required to document the county's overall health. Ms. Rybka, health educator, presented the SOTCH in detail and answered questions from the Board.

F. Budget Amendments: Ms. Russell presented two budget amendments for approval. The WIC \$3,183 budget amendment was a result of revised state funding due to an increased caseload. There was no discussion. Chair Biecker requested a motion. Mr. Tucker moved; Mr. Lamm seconded a motion. The vote was unanimous. The WIC budget amendment was approved.

The WNC Healthy Impact \$1,000 budget amendment is a grant for health promotion and obesity prevention. There was no discussion. Dr. Boatwright moved; Mr. Tucker seconded a motion. The vote was unanimous. The WNC Healthy Impact budget amendment was approved.

VII. Informal Discussion and Public Comment (None)

VIII. Adjournment

Meeting adjourned 7:15 p.m. Mr. Lamm moved; Dr. Boatwright seconded a motion to adjourn. The vote was unanimous.

Respectfully submitted:

J. Elaine Russell
Secretary, Board of Health

Date

Chris Biecker
Chair, Board of Health

Approved Date

Next Meeting Date

April 14, 2015

Transylvania County Board of Health
Minutes
☒ **Regular Meeting** ☐ **Special Meeting**
March 10, 2015; 6:00 p.m.
Community Services Building Conference Room

I. Call to Order and Introductions

Meeting was called to order by Chair Biecker at 6:00 p.m.

Members Present	Chris Biecker, Chair; PJ Boatwright ; Jeanne Byrne; Anthony Fisher; Kelvin Phillips; Ben Lamm; Linda Schieve; Gus Tucker; Hooper Williams
Members Absent	
Staff Members Present	Elaine Russell, Health Director/Secretary to Board Miriam Brown Pepinsky, Business Officer James A Boyer, EH Supervisor Anita Glance, QA/QI Coordinator Tara Rybka, Health Educator Sharon Cameron, Director Personal Health Beth Hyatt, Director of WIC (Women Infant Children)
Others Present	

Quorum was present.

II. Approval of Consent Agenda

Chair Biecker requested an approval of the consent agenda Ms. Byrne moved; Dr. Boatwright seconded a motion to approve the consent agenda. The vote was unanimous.

III. Public Comments (None)

IV. Health Director Report

1. Proposals have been reviewed and accepted from Allison Development Group (ADG) to develop external communications for the agency.
2. The Substance Abuse Prevention Specialist position began March 2 and completes the staffing model for the CARE Coalition.
3. Environmental Health specialist hired February 2015 is fully authorized for local inspections work in food, lodging and institutions.
4. Summer camp outreach survey is completed. Results will be reviewed and targeted training will be scheduled in April and May.
5. FY15-16 budget package was developed.
6. Strategy for the closure of Transylvania Regional Hospital Birthing Center has been developed and communicated to maternity case management patients. *Ms. Schieve inquired if there were any transportation options for maternity case management patients. Ms. Russell responded the county has very limited transportation options and it will be imperative for patients to plan well ahead for their transport plan at time of delivery.*
7. Began collaborations with fellow department heads starting with EMS for death certificate analysis and Animal Control Services regarding rabies prevention and control.
8. WIC Nutritionist, Laura Rinehart, RD, has offered to provide nutrition counseling to county employees participating in wellness competition.

9. The agency has conducted an internal ACIP (Advisory Committee on Immunization Practices) standards review for the agency and EMS employees to determine immunization compliance.

Dr. Fisher asked if ACIP is a state or federal organization. Ms. Russell responded it is federal – Centers for Disease Control (CDC).

V. Old Business

A. State of the County Health (SOTCH) Report Follow up

Ms. Rybka presented a SOTCH handout to summarize the information presented at the last meeting and offered to answer specific questions.

VI. New Business

A. Increase Bad Debt Write Off Frequency

Ms. Russell reviewed recommendation by agency business officer to increase the frequency of bad debt from annually to twice yearly. Ms. Russell in February 2015, we were able to offset 50% of bad debt by participating in the NC Debt Setoff program.

Ms. Byrne asked the advantages of changing frequency. Ms. Russell replied it is an effective tracking for debt and enables the board to become engaged sooner rather than waiting for the one-year time period for bad debt discussion.

Ms. Brown Pepinsky noted a revision in item # 1 in the recommended policy to reflect “An account will be considered uncollectible when there has been no activity for more than 180 days.” Chair Biecker presented the motion to change the frequency of bad debt from annually to twice yearly. Dr. Tucker moved; Dr. Boatwright seconded the motion. The vote was unanimous.

B. FY15-16 Proposed Budget

Ms. Russell presented the FY15-16 Health Department \$2,252,540 budget for Board approval. Salary and fringe increased approximately 2% from last year due to the impact of the second year compensation study. Operating expenditures decreased 2% as a reflection of the \$60K medical records scanning project and technology refresh.

Operating Expenditures

A graphical report was presented to demonstrate where and how items are budgeted. The increase in travel and training will include national conferences for public health educator and public health preparedness. Medical fee increase is attributed to the medical director and an annual 3% increase for Patagonia Health electronic health software. Ms. Russell asked if there were questions pertaining to operating expenditure budget items. There were none.

Revenue

Revenue analysis reflected consistency in all revenue categories. In the State fund category, we are awaiting contract agreements for WIC Breastfeeding Peer Counselor, Environmental Health and Immunization Action Plan to account for the one-percent decrease. The increase in fees is attributable to environmental health (increase in building permit fees) and the increase in school contracts is a result of the employee compensation study. Local dollar appropriations have remained steady.

Budget Highlights

Most of the information presented is detailed in the March 6, 2015 Budget Requests memorandum.

- Reclassification of processing assistant IV (billing coordinator) to Administrative Assistant I. This recommendation is a result of the Business Officer performing the tasks of two full-time positions. After a review of position responsibilities, we recommend the reclassification from Processing Assistant IV to Administrative Assistant I. This change will enable the business officer to focus on financials, data analysis and contracts.
- Reclassification of front desk receptionist from Processing Assistant III to Processing Assistant IV. This position is performing billing duties outside of its classified job scope of work per Human Resources. This reclassification will enable this position to assist with billing.
- Reclassification of WIC Processing Assistant III to Processing Assistant IV will relieve the WIC Director of administrative duties and will adjust the position within its job classification.
- The EH On-site specialist is specific to a retired employee who chooses to continue with the agency. The advantage is this person is a fully authorized, registered and is available during a crisis. The vacant full-time position will be changed to part-time. By maintaining this position on an as need basis, it will benefit the agency as a backup staffing plan. Contracting environmental health specialists can be very costly.
- Create a new laboratory medical technician position. The lab duties are being performed by the nursing staff that could be used to educate and treat patients. In order to craft a more efficient clinical function of the agency, Ms. Russell recommended re-establishing the previous lab tech position.
- Increase the medical director's compensation from \$9,000 to \$12,000 consistent within the region and complexity with our case management patients. This increase was recommended by the health director; the medical director is unaware of the request.
- Two new vaccine holding units are requested per Vaccine for Children (VFC) guidelines pertaining to stricter temperature monitoring. Our current vaccine

refrigerators are beyond warranty and there is concern regarding their quality assurance abilities.

- As of June 30, 2015, we will have scanned all of our medical records into Patagonia. The records will be held at the scanning project vendor's location for one year while we perform quality assurance for the scanned product. After the quality assurance phase is completed, the records will subject to destruction.
- Request for ESRI GIS software. GIS mapping is critical to teaching and engagement in public health. We are dependent on a county mapping department to provide data on demand. We should make the investment to provide this emerging capacity in house for environmental and health education.
- *Ms. Byrne asked if the laboratory technical position cost included benefits. Ms. Russell responded it included benefits and required development costs to attend state trainings.*
- *Ms. Byrne asked what would happen to the older vaccine refrigerators if new ones are purchased. Ms. Russell responded the older units would be sent to county surplus for auction.*
- *Dr. Boatwright asked if we could afford all of the budget changes. Ms. Russell responded we are on track as of last year with our budget.*
- *Dr. Boatwright stated he wasn't aware of the duties of a medical director. Is the \$3K increase worth it? Ms. Russell responded the medical director is on call; signs standing orders and consults with patients. Ms. Russell asked Ms. Cameron (personal health nurse director) to tell the story of how the medical director's instincts may have assisted a patient in a diagnosis.*
- *Ms. Byrne asked if the preliminary budget was presented to the county. Also, did the county present budget guidelines. Ms. Russell stated NC General Statute requires the Board of Health to present the information.*
- *Ms. Byrne asked about a vehicle request from last year. Ms. Russell responded she will gather data for the utilization of our vehicle inventory. In the five year plan, there are vehicle costs for Environmental Health as some vehicles reach 100K in mileage.*
- *Dr. Tucker asked for clarification regarding the medical technician and how to quantify the effectiveness as it relates to nursing care. Also, how many lab procedures are performed on average? Ms. Russell commented on the outstanding job by the nurses for the lab tasks assigned. Ms. Cameron explained the lab technician duties require a dedicated nurse to run lab functions during family planning and child health clinics and takes time away from patient counseling and education during family planning. Specific knowledge is required for lab technician to develop operating procedures; nursing staff do not have this*

training. Ms. Russell noted it was unusual not to have a lab tech position within public health.

- *Ms. Russell answered Ms. Byrne's question regarding the status of the medical lab tech position. It is a full-time position.*
- *Mr. Phillips asked if the entirety of the budget is from local funds and if there is a breakdown of local funds by program. Ms. Russell stated the health department is a blend of state, local and federal funds.*

Chair Biecker presented the motion to approve the FY15-16 as presented. Dr. Boatwright moved; Dr. Tucker seconded the motion. The vote was unanimous.

VII. Informal Discussion and Public Comment (None)

Chair Biecker attended the presentation of a jumbo check by Delta Dental Foundation CEO to fund dental education screening for elementary school children.

Ms. Byrne asked what type of feedback we have received from pregnant women related to the birthing center. Ms. Russell responded there have been mixed feelings, anxiety, and consideration of closer places for birth for those affected economically.

VIII. Adjournment

Meeting adjourned 6:45 p.m. Dr. Tucker moved; Ms. Byrne seconded a motion to adjourn. The vote was unanimous.

Respectfully submitted:

J. Elaine Russell
Secretary, Board of Health

Date

Chris Biecker
Chair, Board of Health

Approved Date

Next Meeting Date

April 14, 2015

Transylvania County Board of Health
Minutes
☒ **Regular Meeting** ☐ **Special Meeting**
April 14, 2015; 6:00 p.m.
Community Services Building Conference Room

I. Call to Order and Introductions

Meeting was called to order by Chair Biecker at 6:00 p.m.

Members Present	PJ Boatwright ; Jeanne Byrne; Anthony Fisher; Kelvin Phillips; Gus Tucker; Hooper Williams
Members Absent	Chris Biecker; Linda Schieve; Ben Lamm
Staff Members Present	Elaine Russell, Health Director/Secretary to Board Miriam Brown Pepinsky, Business Officer James A Boyer, EH Supervisor Anita Glance, QA/QI Coordinator Tara Rybka, Health Educator Beth Hyatt, Director of WIC (Women Infant Children)
Others Present	

Quorum was present.

II. Approval of Consent Agenda

Dr. Boatwright requested an approval of the consent agenda Ms. Byrne moved; Dr. Tucker seconded a motion to approve the consent agenda. The vote was unanimous.

III. Public Comments (None)

IV. Health Director Report

1. Pertussis cases have emerged. Eleven cases tested; five have been positive for babies under seven months. The agency has provided prophylaxis for 22 contacts and will focus in the months ahead reinforcing the message of vaccine compliance. Ms. Russell answered questions posed by board members. Pertussis cases were tested in private physician's offices and no common data for the outbreak was found with an EPI assessment tool. The agency will continue to monitor.
2. The agency's EPI team and animal control services will collaborate April 15, 2015 to camp owners to research and educate concerning communicable disease risk and preventive and safety measures. Animal Control Services will discuss some of the wildlife issues especially bats. Health Department will focus on immunization reviews.
3. The FY15-16 budget was presented to the County Manager. Budget presentation for department heads to the Board of Commissioners will be April 27, 2015.
4. The State's Healthy Community's staff granted approval for the use of funds for community and staff training. A nationally known company based in North Carolina, One Step at a Time Consulting, will provide community engagement training over the next six weeks and assist us in meeting accreditation standards.
5. The external communications project for branding and web site development has started.
6. The business officer position has been posted for hiring; anticipate a two-month overlap for training.

V. Old Business**VI. New Business****A. Free Clinic Records**

Ms. Russell asked the board members for direction regarding The Free Clinic medical records stored in the health department administration office. The records are not governed by the NC Record Retention schedule as they are not health department medical records. From board members suggestions, Ms. Russell will research options and report back to the board on options for scanning and official destruction.

B. Bad Debt

The Board was presented a memorandum regarding bad debt for the time period 7/1/2013 to 12/31/2014. The specified timeframe will sync to the policy of reviewing bad debt every six months. Dr. Boatwright requested an approval of the bad debt amounts. Dr. Tucker moved; Dr. Boatwright seconded a motion. The vote was unanimous.

C. Summer Camp Survey Results and Summary

Ms. Glance gave an overview of the camp survey results by providing a slide presentation. At the conclusion, Ms. Glance stated the Board could email her (anita.glance@transylvaniacounty.org) if there were questions.

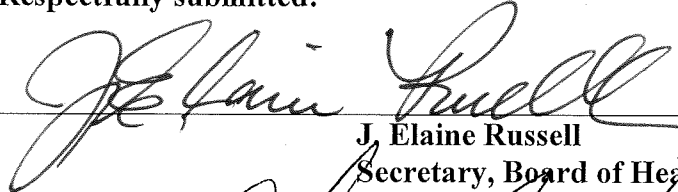
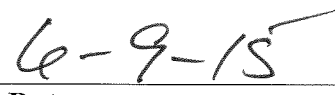
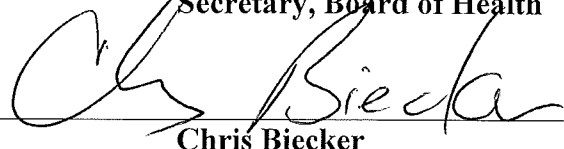

D. Strategic Plan

(see attachment)

VII. Informal Discussion and Public Comment (None)**VIII. Adjournment**

Meeting adjourned 7:45 p.m. Dr. Tucker moved; Commissioner Phillips seconded a motion to adjourn. The vote was unanimous.

Respectfully submitted:

	
J. Elaine Russell Secretary, Board of Health	Date
	
Chris Biecker Chair, Board of Health	Approved Date

Transylvania County Board of Health
Minutes
☒ **Regular Meeting** ☐ **Special Meeting**
June 9, 2015; 6:00 p.m.
Community Services Building Conference Room

I. Call to Order and Introductions

Meeting was called to order by Chair Biecker at 6:00 p.m.

Members Present	Chris Biecker; Anthony Fisher; Kelvin Phillips; Gus Tucker; Hooper Williams; Linda Schieve
Members Absent	Ben Lamm; PJ Boatwright; Jeanne Byrne
Staff Members Present	Elaine Russell, Health Director/Secretary to Board Miriam Brown Pepinsky, HD Administration Angela Leopard, Business Officer Anita Glance, QA/QI Coordinator Tara Rybka, Health Educator Beth Hyatt, Director of WIC (Women Infant Children) Laura Petit, Administrative Services Coordinator Sharon Cameron, Personal Health Director Kathy Gorman, CARE Program Director
Others Present	

Quorum was present.

II. Approval of Consent Agenda

Mr. Biecker requested an approval of the consent agenda. Dr. Tucker moved; Ms. Schieve seconded a motion to approve the consent agenda. The vote was unanimous.

III. Public Comments (None)

IV. Health Director Report

1. Angela Leopard was hired June 1, 2015, as the new Business Officer. She and Miriam Brown Pepinsky, current Business Officer, will have a two month overlap for training and transition.
2. Delegation of authority to the Animal Services Director occurred for rabies control and prevention in animals. This serves to reinforce the working rapport between the Health Department and Animal Services.
3. Board of Health Chair Biecker started the "Precious Cargo....Don't Forget Me!" campaign. The campaign is intended to provide a visual prompt for not leaving small children and/or animals in cars. The rearview mirror hangers are being distributed to families throughout the agency and through Animal services. The model will be presented at the Region 1 Health Director's meeting in June.
4. The external communications plan is due for unveiling July 2015.
5. Internal budget planning and data analysis for FY16-17 will start in July. The county manager anticipates department presentations in January/February 2016.
6. The TRAIN Project position has been assumed by United Way. The position will focus on data management, data analysis and agency communication. The county is contributing \$15,000 for FY 15-16 to support inclusion of specific DSS data. The Health Department will continue to participate in the steering committee process.
7. The NC Division of Public Health released \$20,000 agreement addendum to each county Health Department for Ebola planning within the county.

A. Old Business

Free Clinic Records

Ms. Russell has researched and acquired an estimate for scanning of the medical records and will contact the Free Clinic Board of Directors for advisement.

B. Strategic Planning

Strategic Plan reviewed for questions. Dr. Tucker asked for a review of the dates. Dates will be reviewed and corrected. Chair Biecker presented the motion to approve the Strategic Plan as presented. Dr. Tucker moved; Dr. Fisher seconded the motion. The vote was unanimous.

V. New Business

A. Community Awareness Recovery Effort (CARE)

Ms. Gorman presented an update on progress made through the CARE grant. CARE has been able to secure many relationships in the community and will continue growing the relationships while hoping to acquire more, particularly in the business community. CARE was able to assist Schenck Job Corps in teaming with the local ABC Corporation. Through this collaboration a decision was reached to allocate 10% of the corporation annual revenue to Community Awareness. CARE has two main goals: alcohol and prescription abuse in youth.

B. 2014 Communicable Disease Report

Ms. Russell presented the report and remarked that Pertussis numbers grew rapidly in 2014. Education materials have been distributed.

C. FY 15-16 Budget Update

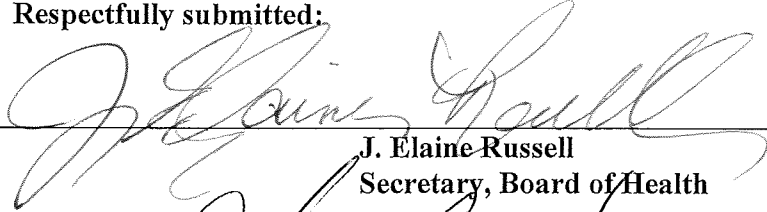
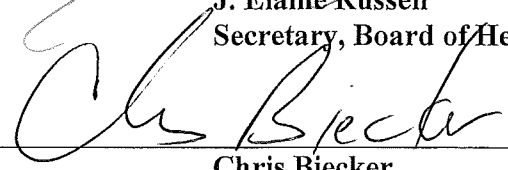
The County Commissioners will hold the final approval vote on the FY 15-16 budget within the coming two weeks.

VI. Informal Discussion and Public Comment (None)

VII. Adjournment

Meeting adjourned 6:45 p.m. Dr. Tucker moved; Dr. Fisher seconded a motion to adjourn. The vote was unanimous.

Respectfully submitted;

	
J. Elaine Russell Secretary, Board of Health	Chris Biecker Chair, Board of Health
Date	Approved Date
7/14/15	7-14-15

Transylvania County Board of Health
Minutes
☒ **Regular Meeting** ☐ **Special Meeting**
July 14, 2015; 6:00 p.m.
Community Services Building Conference Room

I. Call to Order and Introductions

Meeting was called to order by Chair Biecker at 6:00 p.m.

Members Present	Chris Biecker; Jeanne Byrne; Anthony Fisher; Kelvin Phillips; Linda Schieve
Members Absent	Ben Lamm; PJ Boatwright; Gus Tucker; Hooper Williams
Staff Members Present	Elaine Russell, Health Director/Secretary to Board Miriam Brown Pepinsky, HD Administration Angela Leopard, Business Officer Anita Glance, QA/QI Coordinator Tara Rybka, Health Educator Beth Hyatt, Director of WIC (Women Infant Children) Laura Petit, Administrative Services Coordinator Sharon Cameron, Personal Health Director
Others Present	

Quorum was present.

II. Approval of Consent Agenda

Mr. Biecker requested an approval of the consent agenda. Ms. Byrne moved; Ms. Schieve seconded a motion to approve the consent agenda. The vote was unanimous.

III. Public Comments (None)

IV. Health Director Report

- A.** The North Carolina Legislature's redesign of Medicaid continues to be a process watched closely by local public health. The Senate favors a model of a single external "vendor" to manage NC Medicaid. The House favors of model of regional providers to manage NC Medicaid. Either model will change the reimbursement structure of Medicaid services to local public health. Public health has always been seen as a Medicaid "carve out" with payment rates and cost settlement based on the complexity of being the safety net provider. The House and Senate declined to advocate for continued "carve out" status for public health, meaning public health will have to negotiate at the table like all other entities seeking Medicaid reimbursement.
- B.** Region 1 and Region 2 Health Directors are meeting in alternate months to build insight and communication with stakeholders in the Mission Medical System regarding how public health can and should be at the table for Medicaid reimbursement, should the House model for Medicaid succeed.
- C.** At the Congressional level, the House proposes to eliminate the Title X Family Planning Program, a cut of \$286 million from FY2015. Health Departments across the nation are working through the National Association of City and County Health Officials (NACCHO) to advocate against Title X elimination. The agency receives \$65,463 via agreement addendum.
- D.** At the Congressional level, the Senate proposes:
 - STD Prevention - \$125 million, a cut of \$32 million from FY 2015. The agency receives \$500 via agreement addendum.
 - Maternal and Child Health Block Grant – \$615 million, a cut of \$22 million from FY2015. The agency receives \$17,196 via agreement addendum for child health.
 - Title X Family Planning Program - \$258 million, a cut of \$29 million from FY2015
 - Cuts and eliminations are proposed for preparedness funds, however, it's unknown how that would impact preparedness funds to local public health given the broad list of recipients of federal preparedness funds.

- E.** The North Carolina Legislature has several “Regulatory Reform” pieces of legislation, House Bills 44, 760, and 765. The bills entail topics ranging from: elimination of local public health maintenance of efforts monies; ATVs can be operated by 6 years old (previously 8 years old); privatization option of on-site permitting process; and non-expiring Improvement Permits (IPs) and Construction Authorizations (CAs) will be allowed.
- F.** The external communications plan nears completion, the website framework is complete and Tara Rybka, Health Educator, is confirming all the content material.
- G.** The Community Health Assessment process continues to move forward. The collaboration with the WNC Health Network for the regional telephone survey has been completed and the data will be available in late August/early September. The agency will work with WNC Health Network to conduct 50 key informant interviews in the county. In addition, agency staff will conduct targeted outreach for community perspectives not captured in the WNC Health Network process. The final product is due in March 2016.
- H.** The agency will start the 6 month planning process with the Local Emergency Planning Committee (LEPC) on July 30th for the Medical Counter Measures (MCM) exercise scheduled to occur in January 2016. The MCM was previously known as the Strategic National Stockpile.

V. Old Business

None

VI. New Business

A. Documentation Destruction

Ms. Russell requested approval for document destruction as outlined in the policy. Ms. Byrne moved; Mr. Phillips seconded a motion to approve. The vote was unanimous.

B. Bad Debt

The Board was presented a memorandum regarding bad debt for the time period 1/1/2015 to 6/30/2015. The specified timeframe follows the policy of reviewing bad debt every six months. Ms. Russell requested an approval of the bad debt amounts. Ms. Byrne moved; Mr. Phillips seconded a motion. The vote was unanimous.

C. Health Directors Performance Evaluation

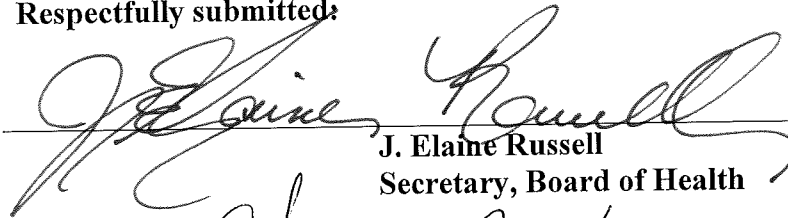
Board went into closed session

VII. Informal Discussion and Public Comment (None)

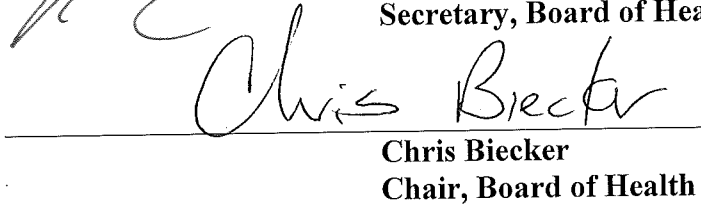
VIII. Adjournment

Meeting adjourned 7:05 p.m. Ms. Byrne moved; Mr. Phillips seconded a motion to adjourn. The vote was unanimous.

Respectfully submitted:


J. Elaine Russell
Secretary, Board of Health

Date 9/8/2015


Chris Biecker
Chair, Board of Health

9-8-2015
Approved Date

Transylvania County Board of Health
Minutes
☒ **Regular Meeting** ☐ **Special Meeting**
September 8, 2015; 6:00 p.m.
Community Services Building Conference Room

I. Call to Order and Introductions

Meeting was called to order by Chair Biecker at 6:00 p.m.

Members Present	Chris Biecker; PJ Boatwright; Jeanne Byrne; Anthony Fisher; Kelvin Phillips; Linda Schieve; Hooper Williams
Members Absent	Ben Lamm;
Staff Members Present	Elaine Russell, Health Director/Secretary to Board Angela Leopard, Business Officer Anita Glance, QA/QI Coordinator Jim Boyer, Environmental Health Tara Rybka, Health Educator Beth Hyatt, Director of WIC (Women Infant Children) Laura Petit, Administrative Services Coordinator Sharon Cameron, Personal Health Director
Others Present	

Quorum was present.

II. Approval of Consent Agenda

Mr. Biecker requested an approval of the consent agenda. Dr. Boatwright moved; Ms. Schieve seconded a motion to approve the consent agenda. The vote was unanimous.

III. Public Comments (None)

IV. Health Director Report

1. The legislature is currently in conference committee to resolve Medicaid reform as proposed in House Bill 372. Key points of the bill:
 - creation of a Department of Medicaid separate from DHHS
 - establish a hybrid of MCO (external management company) & PLE (in-state hospital systems) networks for managing Medicaid
 - transfer the Health Information Exchange (HIE) to DHHS
 - eliminate Community Care of NC (CCNC) the current Medicaid management framework
 - eliminate the successful PCM (Pregnancy Care Management) program provided by local health departments by transferring the funds and duties to obstetrical providers
2. CCNC assessed a 5% reduction in maternity and child case management reimbursement at the close of the fiscal year and are cutting an additional 5% this fall. These reductions, coupled with the scheduled increase of the county pay plan lead to the inadequate funding projections to maintain the recently added social worker position in case management. The position had a reduction in force determination in mid-August.
3. The NCDMA (Medicaid) continues to withhold the federal cost settlement payout to all local health departments. The NCDMA is citing a federal CMS ruling of this calendar year on the interpretation of the "the top level statistic" as the justification for the delay. *Encounters* had been used as the "top level statistic", the new ruling of CMS allows for *costs* to be used as the "top level statistic." DMA is supposedly contemplating applying this ruling in retrospect to the money owed to local health departments. Payouts currently due to the agency:
 - * 10% audit holdback for State FY11: \$9,675, adjusted to \$8,594
 - * 10 % audit holdback for State FY12: \$14,000 (estimated)
 - * State FY13 ready to be processed: estimated to be \$100,000
 - * State FY14 in the process of being calculated, but estimated to be \$100,000The NC Health Directors Association has retained Parker & Poe in hopes of facilitating a resolution to this on-going, fiscally damaging impasse. The officers of the Health Directors Association have pulled the

leadership of the NC Association of County Commissioners into the dialogue in recent weeks. The collective amount estimated being withheld by DMA for NC Local Public Health is an estimated \$42 million dollars.

4. House Bill 765 (Environmental Regulatory Reform) is in conference committee. Little has been heard from committee deliberations. Health Director's continue to advocate to allow the NC Commission of Public Health to proceed with the Rule Revision effort already underway, the Division of Public Health could engage its stakeholders and completely update the rules to address and incorporate all of the issues identified within HB 765 within the same time frame, i.e., by June 1, 2016. This would also allow full stakeholder engagement on two of the most pressing issues identified in H 765: privatization protocols and technology approval processes.
5. Region 1 and Region 2 Health Directors will have a 1 ½ day retreat November 3-4 at Lake Junaluska to strategize how to collectively engage and negotiate with a redesigned Medicaid system. Staff from the WNCHealthNetwork will facilitate the retreat.

V. Old Business

Mr. Biecker made an announcement that Dr. Gus Tucker has resigned from the Board of Health. He has retired and will be moving out of state.

VI. New Business

A. High Dose Influenza Fee

Ms. Russell requested approval for a fee change for the High Dose Flu vaccine from \$52.00 to \$60.00. Ms. Byrne moved; Ms. Schieve seconded a motion to approve. The vote was unanimous.

B. Annual Training Day

The Annual Staff Training Day will be held on Thursday, November 5, 2015. The training will occur from noon until 4:30pm and be held at the Cradle of Forestry. Training items addressed: HIPAA update, cultural competency/awareness, connection of county and agency strategic planning work, and quality assurance through RBA. Board is welcome to attend.

C. Medical Counter Measures

1. Ms. Glance gave a brief update on Medical Counter Measures. These exercises will be required every three to five years. There are currently eleven agencies involved in the planning including the County Manager. The exercise will take place between 9 am to 2 pm on January 26th. Ms. Glance discussed the Avian Influenza and the countermeasures that are being taken to prepare incase our county has any cases. The NC Department of Agriculture is the lead agency for planning and response. Cooperative Extension offices will play a major role at the local level. The Local Health Department Role will be to investigate and identify community members exposed to HPAI, monitor and manage the exposed, and communicate to the public and providers.

D. Community Health Assessment Training Update

Ms. Rybka gave a report on the current status of the Community Health Assessment training. Our county has almost completed this process. Once the process is completed the information gathered from the assessment will guide what our goals are for the next three to five years.

There are multiple types and sources of data that are collected to help determine our county needs.

E. Flu Vaccination Update

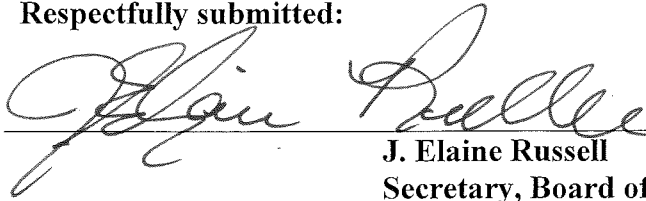
Ms. Cameron reported that the school nurses will be administering the FluMist in all schools this year. There will be a county employee clinic to cover all employees, their spouses, and any children not covered in the school system. The High Dose Flu vaccine will be offered this year, but there will not be a clinic at College Walk like in previous years. This could affect the number of High Dose Flu vaccines given. Ms. Petit reported on the current fees for vaccines. The regular flu vaccine is \$38.00 and the High Dose will be \$60.00.

VII. Informal Discussion and Public Comment (None)

VIII. Adjournment

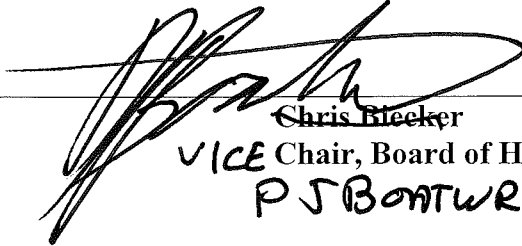
Meeting adjourned 6:50 p.m. Ms. Byrne moved; Mr. Williams seconded a motion to adjourn. The vote was unanimous.

Respectfully submitted:



J. Elaine Russell
Secretary, Board of Health

10/13/15
Date



Chris Bleeker
VICE Chair, Board of Health

10/13/15
Approved Date

PJBONTWRIGHT JR

Transylvania County Board of Health
Minutes
☒ **Regular Meeting** ☐ **Special Meeting**
October 13, 2015; 6:00 p.m.
Community Services Building Conference Room

I. Call to Order and Introductions

Meeting was called to order by Vice Chair Boatwright at 6:00 p.m.

Members Present	PJ Boatwright; Jeanne Byrne; Anthony Fisher; Kelvin Phillips; Linda Schieve; Hooper Williams
Members Absent	Chris Biecker; Ben Lamm;
Staff Members Present	Elaine Russell, Health Director/Secretary to Board Angela Leopard, Business Officer Anita Glance, QA/QI Coordinator Jim Boyer, Environmental Health Tara Rybka, Health Educator Beth Hyatt, Director of WIC (Women Infant Children) Laura Petit, Administrative Services Coordinator Sharon Cameron, Personal Health Director Clarinda Whitmire, WIC BF Peer Counselor Laura Rinehart, WIC Nutritionist Kathy Kelley, Public Health Nurse Cathy Nicholson, Public Health Nurse Patricia Hawkins, Environmental Health Specialist
Others Present	

Quorum was present.

II. Approval of Consent Agenda

Dr. Boatwright requested an approval of the consent agenda. Ms. Byrne moved; Dr. Fisher seconded a motion to approve the consent agenda. The vote was unanimous.

III. Public Comments (None)

IV. Health Director Report

1. Employees receiving state level recognition for career and program contributions are:
 - Patricia Hawkins, REHS: NCPHA Rankin Award for outstanding career contributions in Environmental Health (the top award for EH!!)
 - Jim Boyer, REHS: NCPHA Public Health All-Star
 - Anita Glance: NCPHA – Communicable Disease Response for Ebola Preparedness
 - Sharon Cameron, RN: NCPHA – Communicable Disease Response for Ebola Preparedness
 - Cathy Nicholson, RN: NCPHA – Communicable Disease Response for Ebola Preparedness
 - Kathy Kelly, RN: NCPHA – Communicable Disease Response for Ebola Preparedness
 - Beth Hyatt & WIC Staff: State WIC Conference – Highest Percentage Rank In Breastfeeding Initiation Among Women in WIC (76.5% for Transylvania WIC, overall state is 58.6%)

- Beth Hyatt & WIC Staff: State WIC Conference – Highest Percentage Rank in Breastfeeding Up To 6 Months of Age Among Infants in WIC (31.8% Transylvania WIC, overall state is 20%)

2. The NC Legislature has adjourned for the long session. Two major pieces of legislation impacting local public health are Medicaid Reform and Regulatory Reform. Medicaid issues are addressed under separate memo to the Board of Health. Regulatory Reform contains an allowance for private engineering firms to design and install on-site systems, but requires local public health to visit the site once installation is complete. This creates a dynamic of involvement for liability from an agency perspective, although no agency input has to be sought by the engineering firms during the entire process. The NC Administrative Code (the rules) will need to be written for this new legislation and will have to address the complicated liability dynamic. It is anticipated, but not ensured, this will impact large-scale treatment and disposal systems. Regulatory Reform also entailed a clarification of local health department review and involvement in franchise food establishment plans previously approved by the State.
3. Representative Chris Whitmire was instrumental in helping Health Directors ensure verbiage was included in a technical corrections bill that will help address future communication between DHHS, DMA and local public health for local public health Medicaid cost settlement. Medicaid cost settlement problems are detailed under a separate memo.
4. Through a regional public health wellness grant from CDC, the agency will be able to send 2 county employees to the Diabetes Lifestyle Coach Training at Emory University this December. The 2 county employees (Laura Rhinehart, RD, WIC and Kimberly Austin, RN, Employee Wellness Clinic) will start building a diabetes prevention program through the employee wellness clinic. Hopefully this will lead to opportunities to build a bigger diabetes prevention program capable of reaching into the community.

5. Old Business

6. New Business

a. Medicaid Updates: Reform and Cost Settlement

The Legislature has passed legislation allowing for Medicaid reform, public health is recognized as a safety net provider in the new legislation. The process of reform will be a multi-year endeavor. Medicaid cost settlement remains unresolved. A memo detailing the financial aspects of pending payments, potential paybacks, and the documents in debate at the state level were provided to the Board. The situation impacts all Health Departments in the state. The NC Health Directors Association has retained Parker and Poe for legal counsel to represent the interests of local public health in this complicated situation.

- b. Ms. Byrne made a motion to request Parker and Poe to draft a public press release pertaining to Medicaid Cost Settlement. Dr. Fisher seconded the motion.

c. Mental Health Accountability

Ms. Russell reported on the current status of the mental health system in Transylvania County and the importance of the functionality and ease of access offered to our community. Some of the issues that the Transylvania County Health Department has encountered are:

- 17 of 35 children in case management with neonatal abstinence syndrome (methadone babies)
- Absence of designated youth substance abuse experts consistently assigned to Transylvania County School System by ARP
- Minimal referral options for clients requesting help or with needs identified through the course of service provision
- Mental health service access is difficult for the Jail Administrator to confirm, yet it is a required aspect of the Jail Health Plan that must be reviewed and signed annually by the Health Director

Ms. Russell requested the Transylvania County Public Health Board to support the County Commissioners in mental health accountability for our community. A resolution will be drafted and presented at the November 10, 2015 board meeting.

d. Annual BOH Training

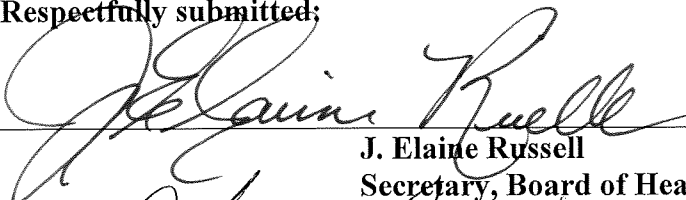
Ms. Russell presented annual training information to the board with a focus on their duty of "assurance" of services within the community. The training used the current county problem of limited access to mental health and substance abuse services as an example for assurance advocacy by the board. The limited access to mental health and substance abuse services has a direct impact on the outcomes of core functions for maternal and child health. Substance abuse was also in the top three priorities identified by the last Community Health Assessment (CHA).

7. Informal Discussion and Public Comment (None)

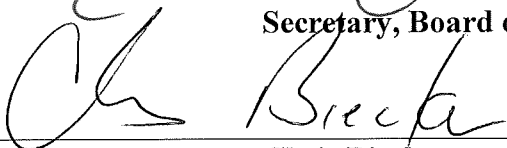
8. Adjournment

Meeting adjourned 6:45 p.m. Ms. Byrne moved; Dr. Fisher seconded a motion to adjourn. The vote was unanimous.

Respectfully submitted;


J. Elaine Russell
Secretary, Board of Health

11-10-2015
Date


Chris Biecker
Chair, Board of Health

11-10-2015
Approved Date

Transylvania County Board of Health
Minutes
☒ **Regular Meeting** ☐ **Special Meeting**
November 10, 2015; 6:00 p.m.
Community Services Building Conference Room

I. Call to Order and Introductions

Meeting was called to order by Chair Biecker at 6:00 p.m.

Members Present	Chris Biecker; PJ Boatwright; Jeanne Byrne; Anthony Fisher; Ben Lamm; Kelvin Phillips; Hooper Williams
Members Absent	Linda Schieve
Staff Members Present	Elaine Russell, Health Director/Secretary to Board Angela Leopard, Business Officer Anita Glance, QA/QI Coordinator Jim Boyer, Environmental Health Tara Rybka, Health Educator Beth Hyatt, Director of WIC (Women Infant Children) Laura Petit, Administrative Services Coordinator Sharon Cameron, Personal Health Director Amanda Lambert, Care Coordination for Children Manager Heather Bradley, Pregnancy Care Manager
Others Present	

Quorum was present.

II. Approval of Consent Agenda

Mr. Biecker requested an approval of the consent agenda. Ms. Byrne moved; Dr. Boatwright seconded a motion to approve the consent agenda. The vote was unanimous.

III. Public Comments (None)

IV. Health Director Report

1. The influenza vaccination campaign is well under way. The CDC is reporting sporadic influenza activity throughout the southeast. The school flu mist outreach was pulled off-schedule due to delays in receipt of state-supplied flu mist. Outreach for flu mist has occurred in all schools except Brevard Middle School and Brevard High School. These schools will be scheduled as soon as adequate flu mist is available. To date, 620 flu mist doses have been administered in the schools, with a projected 284 remaining for Brevard Middle and High. Approximately 200 flu shots have been administered to school employees.
2. The 2015 Annual Staff Training Day occurred November 5, 2015, and included a full agenda that addressed multiple topics required by accreditation standards. Those include: administrative policy review, fire safety, communications, community engagement/cultural awareness, breastfeeding policy, HIPPA updates, and the introduction of the web-based HealthStream for tracking CEUs.
3. The agency had an unannounced inspection for storage and handling for the federal Vaccines Children Program. All aspects were found to be in compliance.
4. The health director met with Dr. Cowart regarding reinitiating quarterly dental society meetings. This will commence in January 2016.
5. The agency will collaborate with Henderson and Rutherford counties for a competitive state grant application to thoroughly examine and foster improvement for community-wide systems of care that will effectively meet the needs of families of children and youth with special health care needs, resulting in increased family satisfaction with services received and improved outcomes

for children and youth with special health care needs. Henderson will serve as the lead and fiduciary on the grant application.

6. The external communications plan, website and Facebook is live.

1. Old Business

a. Medicaid Cost Settlement Update

The North Carolina Association of County Commissioners has Medicaid cost settlement discussions in a 30-day holding pattern. The executive director of the North Carolina Association of County Commissioners, Kevin Leonard, requested the opportunity to work with Secretary Brajer on a resolution. Parker and Poe advised the North Carolina Association of Local Health Directors to accept Mr. Leonard's offer to mediate. Ms. Russell discussed that the press release related to the dynamic will be held until the conclusion of the 30-day negotiation period.

b. Mental Health Update

On October 21, 2015, the county manager, DSS director, health director and Commissioner Lemel met with Smoky Mountain LME leadership to discuss the mounting concerns regarding mental health and substance abuse dynamics in the county. The Smoky team provided a limited amount of data and their perception of how Smoky is responding to the community's needs. Action items generated from the meeting:

1. Eddie Lance and Elaine Russell will meet with Donald Reuss about jail services and the jail's plan.
2. Smokey will provide a list of all their meetings in the county.
3. Ms. Russell will facilitate Smokey meeting with the WNC health directors.
4. Shelley Foreman is working on a county based quarterly report to be presented November 24 to the advisory board.
5. Ms. Foreman will come to a commissioner meeting in Dec or Jan to present the report referenced above.
6. Shelley and Alisson Inman (social media person) will work with the county on a website link.
7. The county will pursue holding a stakeholders meeting.

On November 9, 2015, the county manager, DSS director, health director, and Commissioner Lemel met with Mission Health leadership Sonya Greck, Senior VP Behavioral Health and Rowena Buffett Tims, Senior VP Government/Community Relations. The meeting centered on aspects of the mental health and substance abuse needs of the community. The group plans to meet quarterly on this topic and other topics relevant to Mission's relationship with Transylvania County. Ms. Geek offered to assist us in communications and data access with Smoky.

c. Mental Health Resolution

Mr. Beicker requested an approval of the Mental Health resolution. Ms. Byrne moved; Dr. Fisher seconded a motion to approve the resolution. The vote was unanimous.

2. New Business

a. Presentation on Maternity and Child Case Management Services

Ms. Lambert and Ms. Bradley presented data on the current state of child health in Transylvania County.

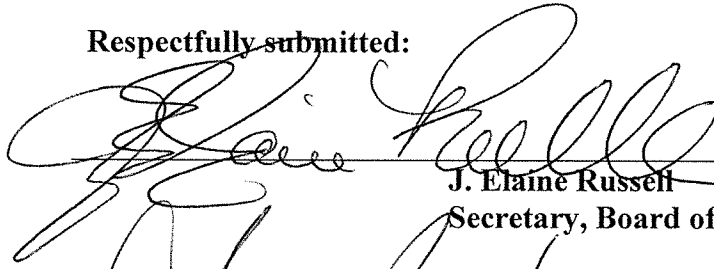
3. Informal Discussion and Public Comment

Dr. Williams has asked for a future presentation on Lyme Disease.


4. Adjournment

Meeting adjourned 6:54 p.m. Mr. Lamm moved; Ms. Byrne seconded a motion to adjourn. The vote was unanimous.

Respectfully submitted:



J. Elaine Russell
Secretary, Board of Health



Chris Biecker
Chair, Board of Health

1-12-16

Date

1-12-16

Approved Date