



Macon County
Public Health

**MACON COUNTY BOARD OF HEALTH
MINUTES
June 26, 2012**

Members Present: Russell Stevenson – Chair, Frank Killian MD, David Silverstein DDS, Roy Lenzo DVM, Molly Phillips, Angie Stahl RPh & Commissioner Bobby Kupperts.

Staff Present: Jim Bruckner, Jimmy Villiard, Becky Barr, Barry Patterson, Kathy McGaha, Tonya Hodgins, Tammy Keezer, Tiffany Pangle, Mercy Tito-Avila, Nanette Holland & Charlene Bellavance.

Media: None in attendance.

Public Comment: There were no members of the public in attendance.

Call to Order: Chairman Stevenson called the meeting to order at 6:17

Approve Agenda: A motion was made by Dr. Killian and seconded by Dr. Silverstein to approve the minutes as submitted. The motion passed unanimously.

Welcome/Intro/Departures/Recognition:

WIC TEAMS Award - Ms. Barr reported that the Cooperative Extension Service's Expanded Food and Nutrition Education Program Coordinator nominated our WIC employees for a TEAMS Award. This award was given in recognition of WIC's long-term partnership with EFNEP. This partnership, in which WIC provides office space and client referrals to EFNEP, has resulted in over 600 of our WIC clients graduating from EFNEP. As a result, 92% of participants had documented improved nutrition practices. Mr. Stevenson presented Tiffany Pangle, Mercy Tito-Avila, Nanette Holland, and Jennifer Trippe (absent) with certificates for their service to the community and thanked them for their hard work.

Angie Stahl - Mr. Stevenson recognized Ms. Stahl for 10 years of service on the Board of Health and presented her with a plaque. This was Ms. Stahl's last official meeting.

Presentations: There were no presentations at this meeting.

Approve Minutes of Previous Meeting: A motion was made by Dr. Silverstein and seconded by Bobby Kupperts to approve the minutes of May 22, 2012 as written. The motion passed unanimously.

Old Business:

FY 12 Monthly Budget Report - Ms. Hodgins reported that the expenditures for the month of June were slightly higher than anticipated due to the purchase of carpet and two new vehicles. She predicted that by the end of the fiscal year we should be at 87% of anticipated expenditures. The revenue was also slightly under what was projected for the month. Dr. Silverstein thanked Ms. Hodgins for providing this report to the Board each month.

FY 13 Department Budget Update - Mr. Bruckner reported that the county approved the purchase of carpet for the building. It is in the process of being installed. We have also received approval for two of the three new vehicles we requested. They are in the county maintenance lot and waiting on license plates and registration. There were no changes to the proposed budget for FY 2013. There is a meeting for department heads with the County Manager on July 3rd to discuss the Commissioner's approved budget.

Legislative Update - Mr. Bruckner reported that House Bill 438 which is a Human Services consolidation bill has passed the Legislature and has been sent to the Governor for signature. If the governor votes for it, it will become law. Mr. Bruckner also reported House Bill 1075 proposes changes to the way LME's are structured. The bill will also change the structure of the LME boards. One drawback to this bill is it will only allow one county commissioner representative from among the 15 counties making up Smoky Mountain's catchment area to have a seat on their board. In addition, this bill will most likely force the further consolidation of the LME's. The goal as it appears in this bill is to reduce the number of LMEs to five (5).

Community Transformation Grant Update - Ms. Barr reported that the name for the Community Transformation Grant has been changed to the Community Transformation Project. We have hired a Regional Coordinator for the project. She will be the immediate supervisor of the Intervention Specialists in the other counties. Her name is Elaine Russell and she started June 18 and has completed a modified orientation. The intervention Specialist for Macon/Clay/Cherokee counties has also been hired and starts in two weeks. They will be interviewing for the other two Intervention Specialist positions for Haywood/Transylvania counties and Jackson/Swain/Graham counties on Monday, July 2nd. They are in the midst of strategic planning which is due to the state in September. The second strategic planning meeting is scheduled for tomorrow in Clay County. The planning committee will be working on establishing project infrastructure, the beginnings of a communications plan, and what components in the regional action plan to focus on first. Ms. Russell is working on the Development of Memos of Understanding with counties we are going to be working with, development of a detailed budget, and what we will need as far as technology.

Tattoo Fees - Mr. Patterson stated that in response to public inquiry, the board at their last meeting requested a review of Tattoo fees. A review was conducted considering staff time, administrative support time, vehicle, computer, software, database management, equipment, staff training and authorizations, etc. After discussion Mr. Stevenson asked board members for a motion on this matter. There was no motion to make any changes to the current fees.

New Business:

WIC AUDIT - Ms. Pangle reported that the WIC Program was audited in June. Two members from the Nutrition services branch in Raleigh reviewed the entire program and confirmed that they are in compliance with the WIC program policies. They also asked if they could use our outreach campaign as a benchmark program to share with other local health department WIC programs. Ms. Pangle also informed the board that the vacant WIC Nutritionist position had been filled.

Health Department Billing Guide and Fee Plan - Mr. Bruckner ask the board to approve the proposed 2012/2013 Department Billing Guide and Fee Plan.

Fee Plan: Mr. Bruckner reported that there were only a few minor changes necessary in fees associated with American Red Cross CPR and Basic First Aid courses. These fees are mandated by the American Red Cross and cannot be changed; however they can be subsidized by the county, but this is not part of this request. What is different is the Red Cross combined/consolidated the classes they offer and changed their frequency requirement to every two years. Mr. Koppers asked if a note could be made within the fee plan to identify fees for programs that are no longer offered but that have to stay on the fee plan for future auditing purposes. Ms. Hodgins said she would make the appropriate notations to these services. After a short discussion, a motion was made by Mr. Koppers and seconded by Dr. Killian to approve the Fee Plan as amended. The motion passed unanimously.

Billing Guide: Mr. Bruckner reported that the only change necessary to the Billing Guide was for the ability to bill Colposcopy Services provided by the Health Department to private insurance companies as an Adult Health Services. After a short discussion, a motion was made by Dr. Silverstein and seconded by Ms. Stahl to approve the Billing Guide as presented. The motion passed unanimously.

Board Training and Information:

- ✓ NALBOH News Brief (Handout)

Announcements: There were no announcements

Next Meeting Date: July 24, 2012

Motion to Adjourn: A motion was made by Dr. Silverstein and seconded by Ms. Stahl. The meeting was declared adjourned at 7:15 pm.

Respectfully submitted,

Charlene Bellavance
Administrative Assistant

Minutes were approved on July 24, 2012 with a motion by Dr. Egge and seconded Mr. Winecoff. The motion passed unanimously.