



Macon County  
Public Health

MACON COUNTY BOARD OF HEALTH  
MINUTES  
August 28, 2012

**Members Present:** Russell Stevenson – Chair, Frank Killian MD, Roy Lenzo DVM, Tammy Dills RN, Molly Phillips, Ron Winecoff, Roberta Swank, & Commissioner Bobby Kuppers.

**Staff Present:** Jim Bruckner, Jimmy Villiard, Becky Barr, Barry Patterson, Tonya Hodgins, Tammy Keezer, Lisa Browning, Jane Morgan, Tiffany Plemens & Charlene Bellavance.

**Media:** Colin McCandless – Franklin Press

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

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

**Approve Agenda:** Mr. Bruckner asked to add the following items; under Board Training & Information; La Crosse Encephalitis News Release, Flu Shot Clinic Schedule, and Flu Shot Fair Flyer, and under announcements; Rabies Clinic and Fair Schedule. A motion was made by Mr. Kuppers and seconded by Ms. Swank to approve the agenda as amended. The motion passed unanimously.

**Welcome/Intro/Departures/Recognition:** There were no items for discussion

**Food Code Presentation:** Jane Morgan & Lisa Browning gave a presentation of the new food code. NC is the last state in the nation to adopt the food code. There is a new code book that is 205 pages plus an 18 page index and over 600 pages in the annex. The grade sheet is currently 2 pages and fairly easy to complete. Rules were adopted on July 19, 2012 and the new coding system will be implemented September 1, 2012. The five key risk factors are; improper holding temperatures, inadequate cooking, contaminated equipment, foods from an unsafe source and poor personal hygiene. For those who have already completed the two day test the restaurateur can go online to recertify. They estimate that their inspection times will increase an hour to an hour and a half each time due to questions and the learning curve. Mr. Stevenson suggested that they might add a question and answer section on the website. Ms. Morgan stated that there is actually a question and answer section already on the website but that it was an excellent idea for them to add information to it as questions about the new food code were asked.

**Approval of Minutes of Previous Meeting:** A motion was made by Mr. Winecoff and seconded by Mr. Kuppers to approve the minutes from July 24, 2012 as presented. The motion passed unanimously.

**Old Business**

**FY12 Monthly Budget Report:** Ms. Hodgins referred to her handout of the year to date revenues and expenditures. As reported the revenues were close to what had been projected for this time of year at 8.4%

and expenditures were also close to the projected amount at 11.8%. Mr. Bruckner reported that \$397,000 of Medicaid Cost Settlement money from the state was received earlier this month. Ten percent (\$39,704) was held back until the cost settlement is reviewed a second time. We were asked to put the balance received of \$212,835.00 toward the fund balance for last year. The Board of County Commissioners approved our request to move this money to this year's budget for the new adult dental clinic.

**Flu – This Year's Plan:** Mr. Villiard reported that the first flu clinic is this Friday from 8:30 to 11:30 at Southwestern Community College. We will also have clinics at the fair on Friday from 3:00 to 7:00 and Saturday from 10:00 to 6:00. Following that there will be one at the Community Center. Mr. Villiard referred the board members to the handout of the flu clinic schedule in their packets.

**Adult Dental:** Mr. Villiard reported that they are looking at facilities for the new adult dental clinic. They have quotes from two different companies to move the equipment. These companies do all of the architectural drawings as part of the bid.

### **New Business**

**Environmental Update:** Mr. Patterson reported that they typically track vector (mosquitos for example) borne diseases. A case of La Crosse Encephalitis in Highlands this year, in an extremely rare coincidence, was reported in the same home as a case from several years ago involving a different family! On another topic, the GIS database is now allowing them to identify trends in water quality issues like heavy metals, etc.

**Fees for Medical Records Copies:** Though the Health Department has had an approved fee for medical records copying it has not been the policy of the Department to charge clients for a single sheet copy. However, at this time we wanted to let the Board know that effective this week the Department started charging all clients for copies of their medical records. The current charge is \$.75 for the first 13 pages and anything over that is a flat \$10.00 fee. The reason for the change is clients have started to request copies of multiple documents up to and including copies of their entire medical record of which some are 70 plus pages. This increase in requests is due in part to the recent federal law change which went into effect August 15, called the Deferred Action for Childhood Arrivals or DREAMers Act. This act requires individuals to provide complete copies of medical records to apply for temporary citizenship. At this time Ms. Keezer gave the Board an overview of the new law though this new law is not the only reason for this change. After a short discussion the Board concurred with the decision to initiate charging all clients for copies of their medical records.

### **Board Training and Information**

Reviewed with Board Members the List of Public Health/Health Department Representatives on Committees & Boards. Members given a Handout.

La Crosse Encephalitis News Release (Handout)

Flu Shot Clinic Schedule (Handout)

Flu Shot Fair Flyer (Handout)

Review updated Board of Health Procedure and sign before leaving – No significant changes – formatted to new template and changed MCPHC to MCPH.

### **Announcements:**

Training day tomorrow beginning at 8:30 at Macon Bank called "How to Handle Difficult People with Tact & Skill". All board members were invited to attend. The employee picnic is scheduled for September 5<sup>th</sup> and all board members are invited to attend. The fall Rabies Clinic is scheduled for the first Saturday in October. Mr. Bruckner invited any of the board members to volunteer at our fair booth if they would like.

**Next Meeting Date:** September 25, 2012

**Motion to Adjourn:** A motion was made by Dr. Killian and seconded by Ms. Dills to adjourn the meeting. The meeting was declared adjourned at 7:02 pm by unanimous decision.

Respectfully submitted,

Charlene Bellavance  
Administrative Assistant

Minutes were approved on September 25, 2012 with a motion by Mr. Winecoff and seconded by Dr. Killian. The motion passed unanimously.