

**Catawba County Board of Health
Minutes
November 11, 2019**

The Catawba County Board of Health met on Monday, November 11, 2019 at 7:00 pm at Catawba County Public Health, 3070 11th Ave Dr. SE, Hickory, NC 28602 in the Boardroom.

Members Present: Dr. David C. Hamilton, Jr, Chair
Dr. Matthew Davis, Vice-Chair
Mr. Dan Hunsucker, County Commissioner
Mr. John H. Dollar
Dr. Gale Hamilton-Brandon
Mr. William Pitts
Mr. Brian Potocki
Ms. Susan Knowles

Members Absent: Dr. Dana H. Greene
Ms. Gloria Costin

Staff present: Ms. Jennifer McCracken, Interim Health Director
Ms. Julie Byrd, WIC Director
Ms. Honey Estrada, Public Health Strategist
Ms. Emily Killian, Community Engagement specialist
Ms. Megen McBride, Environmental Health Administrator
Ms. Sarah Rhodes, Clinical Nurse Supervisor
Ms. Kim Spaulding, School Health Nurse Supervisor
Ms. Rhonda Stikeleather, Children's Services Nurse Supervisor
Mr. Jason Williams, Operations Administrator
Ms. Debra A. Young, Administrative Assistant II

Guests: Ms. Cynthia Eades, Human Resources Director
Mr. Dewey Harris, Assistant County Manager
Mr. Dean Evans, Environmental Health Specialist

CALL TO ORDER

Dr. David Hamilton, Jr., Chair, called the meeting of the Catawba County Public Health Board to order at 7:00pm. He welcomed Board members, Public Health managers, staff and guests.

APPROVAL OF THE AGENDA

Dr. David Hamilton, Chair, stated that Board members had received the agenda. Dr. Hamilton asked if there were any changes to the agenda and upon hearing none, he asked for approval of the agenda. Mr. William Pitts, made a motion to accept the agenda as presented and Mr. John Dollar seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

The minutes for October 14, 2019, were included in the Board packet that the Board members received via email. Dr. David Hamilton, Chair, asked if there were any corrections. There being no

corrections, Dr. Matthew Davis made a motion to accept the minutes as presented and Mr. William Pitts seconded the motion. The October minutes were unanimously approved.

PUBLIC COMMENTS

Dr. Hamilton asked if anyone presented to speak before the Board. Ms. Debra Young, Administrative Assistant II, stated that no one had presented to speak.

COUNTY COMMISSIONER'S COMMENTS

Mr. Dan Hunsucker, County Commissioner, stated that the Board of Commissioners held their annual Board retreat today. They were updated on various projects in the county. Mr. Hunsucker highlighted some of the items they were updated on:

- Article in the paper today regarding the new apartment complex for CVCC
- Southeast Catawba County water and sewer project
- Jail Diversion update
- EMS study regarding employee safety (bulletproof vests, power stretchers)
- Facilities master plan
- Tour of jail expansion – Expansion should be finished in July 2020
- Toured the new Board of Elections facility (prior animal shelter building)
- Toured Register of Deeds – renovations in clerk of courts area

NEW EMPLOYEES

Mr. Jason Williams, Operations Administrator, stated that there is one new employee to introduce to the Board this month.

Mr. Dean Evans is an Environmental Health Specialist within the Onsite Water Protection program. Mr. Evans earned his Bachelor's Degree in Environmental Health from Western Carolina University. He is authorized in septic systems, wells, and tattoos and comes to Catawba County with almost three years of environmental health experience, most recently with the Caldwell County Health Department.

FIRST QUARTER FIANCIAL REPORT

Mr. Jason Williams, Operations Administrator, gave highlights of the 2019-2020 First Quarter Budget.

The annual revised budget is \$9,592,183 and the first quarter expenses and revenues should be at or around 25%. Both are tracking at 17.2% which is currently under budget.

The largest source of revenue is State Grants that are received from the Agreement Addenda process. These state grants accounted for 47% of the revenue in the first quarter.

Medicaid and fee revenue is tracking below budget in several clinical program areas. Environmental Health fees are at 28.3% - nearly \$10,000 above budget for first quarter.

Expenses for first quarter were \$1,650,077 which is under budget by \$747,969.

- Personnel expenses were \$1,391,063 – 18.2% expended

- Operational expenses were \$259,014 – 13.2% expended

Other highlights:

- General renovations – Adult Health, Immunizations and Prenatal Clinics
- Part Time Wages are slightly higher – overages are based on staffing vacancies
- Healthy People Implementation (Duke Endowment Grant Funding) – funds will be received in January 2020

The PowerPoint slides and detailed Financial Report are attached to the Minutes.

MEDICAID COST SETTLEMENT

Mr. Jason Williams, Operations Administrator, continued with the Medicaid Cost Settlement update on the status of prior fiscal year payments. The 2014-15 and 2015-16 payments have recently been received, totaling \$ 94,170. The payments for 2016-17 and 2017-18 are still outstanding and Public Health is currently working with the North Carolina Alliance of Public Health Agencies on the 2018-19 Cost Settlement submission.

An appeal is pending for the 2014-15 post audit payment due to the Alliance noticing significant reductions in post audit payments across the State which put some counties in a payback scenario but Catawba County was not one of them.

It was noted that Catawba County Public Health will still be ‘cost settled’ after Medicaid transformation next year.

The Cost Settlement information is attached to the Minutes.

WIC/FARMERS MARKET END OF SEASON UPDATE

Ms. Julie Byrd, WIC Director, provided an update from the 2019 season of the farmer’s market. This was the seventh season of the farmers’ market being held at Catawba County Public Health with an overall average of 208 customers attending the market weekly. The market was held on Thursdays from 10:00 am to 1:00 pm from June through September. Based on 2018 data from the State, Catawba County had the highest redemption rate of WIC farmers market vouchers of any county in the State.

The total volume sales for the 2019 season including WIC vouchers, Bonus Bucks, SNAP/EBT, Senior vouchers, and personal debit cards was \$13,382.00. Senior field trips and day care visits were special market days this summer along with taste testing by Cooperative Extension staff and Lenoir Rhyne University dietetic/nutrition students. New to the market this year was the Library to Go mobile library. The Library to Go came every other week and brought books, provided activities and small programs to the market community and signed up patrons for library cards.

Ms. Byrd continued with a WIC Program update stating that the WIC program paid vendors in Catawba County \$2.7 million in fiscal year 2018-19. The State assigned caseload for Catawba County FY 2018-19 was 3,694 participants per month. Catawba County WIC served an average of 3,422 participants per month which is 93% of the State assigned caseload.

The PowerPoint slides are attached to the Minutes.

HEALTH DIRECTOR'S REPORT

Ms. Jennifer F. McCracken, Interim Health Director, stated she had a few additional brief comments to report:

- State Budget – no updates. No budget has been passed.
- Medicaid Transformation – There is a State Navigator at DSS - no news otherwise
 - Contracts – 5 PHP's have been working with the County Attorney and they are very close to being finalized.
- Facilities – Finishing up Immunizations and Adult Health clinical areas. Would like to do a tour of the renovated spaces before the holiday fellowship in December.
- Flu report/infographic in Board Packet – we are starting to see cases of the flu. It is listed as sporadic in NC. Public Health is continuing to work with community partners to distribute shots and still providing vaccinations at Public Health.
- Public Health had several recognitions this month in the monthly update that is emailed out to Board Members — notably the Emerging Leaders program, Leadership Academy and the County Learning to Lead program.
- Community Linkages to Care grant – Catawba County Public Health (CCPH) was notified Friday, November 8th that the grant was awarded to CCPH. It is a 2 year grant totally \$126,000 spread over those 2 years. Public Health will be working closely with ALFA to support harm reduction efforts.
- Reminder that the monthly infographics were included in Board packet.

OTHER BUSINESS

Ms. Debra Young, Administrative Assistant, informed the Board members that there is an updated Board of Health Member Contact List for their Board of Health notebooks. Dr. Hamilton thanked Ms. Young for keeping their notebooks up to date.

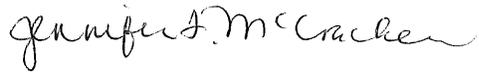
Pursuant to North Carolina General Statute 143-318.11(a)(6), Dr. David Hamilton, requested the Board move into closed session to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

Mr. William Pitts, made the motion that the Catawba County Board of Health adjourn regular session and for the Board to go into closed session, Mr. John Dollar seconded the motion and it was unanimously approved at 7:48 pm.

ADJOURNMENT

The Board returned from closed session at 8:29 pm with a reminder that the next meeting is scheduled for Monday, December 9, 2019, beginning at 6:30pm for the Holiday Reception and the regular board meeting following at 7:00pm. There being no further discussions, Dr. Hamilton asked for a motion to adjourn. Mr. John Dollar so moved and Mr. Dan Hunsucker seconded the motion. The meeting was adjourned at 8:33 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jennifer F. McCracken".

Jennifer F. McCracken
Secretary to the Board of Health
Interim Health Director

JFM: day

Approved by Board of Health: Monday, December 09, 2019