



**CONSOLIDATED HEALTH AND HUMAN SERVICES BOARD
REGULAR MEETING MINUTES**

THURSDAY, MAY 2, 2019 – 6:00 PM

Call to Order / Invocation / Pledge of Allegiance

The Stanly County Consolidated Health and Human Services Board met on Thursday, May 2, 2019 at 6:00 PM in the Health and Human Services Auditorium.

Attendee Name	Title	Status	Arrived
Nancy Smoak	Board Member	Present	
Boyd Huneycutt	Board Member	Present	
Joan Eudy	Board Member	Present	
Ric Cain	Board Member	Present	
Beth Thomas	Board Member	Present	
Tom Norwood	Board Member	Present	
James Marshall	Board Member	Present	
Shirley D Lowder	Board Member	Present	
Amy Jordan	Board Member	Present	
Georgette Edgerton	Board Member	Absent	
Caroline Sawyer	Board Member	Absent	
Larry Gibson	Board Member	Present	
Mike Barbee	Commissioner	Present	
Tommy Jordan	Commissioner	Present	
Jann Lowder	Board Member	Present	
Elizabeth Teal	Board Member	Absent	
Michael A Williams	Board Member	Present	

Chair Jann Lowder called the meeting to order with Dr. Norwood leading the invocation and Michael Williams leading the pledge of allegiance.

Adoption of Agenda

With no amendments to the agenda, Michael Williams moved to approve the agenda as presented with a second by Shirley Lowder. The motion carried by unanimous vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael A Williams, Board Member
SECONDER:	Nancy Smoak, Board Member
AYES:	Smoak, Huneycutt, Eudy, Cain, Thomas, Norwood, Marshall, Lowder, Jordan, Gibson, Barbee, Jordan, Lowder, Williams
ABSENT:	Edgerton, Sawyer, Teal

Introduction of New Staff

Mrs. Dolly Clayton introduced Ayesha McIntyre who has been hired as a full time Social Worker with Adult Protective Services who began work as a temporary employee with the Low Income Energy Assistance Program (LIEAP) in November 2018.

Scheduled Agenda Items

1. 1256 : Proclamation: Nurses Week May 6 - 12, 2019 - Action Required

Patricia Hancock, Nursing Director, presented a proclamation seeking the boards approval to declare May 6 - 12 as Nurse's Week. She also read the names of all the nurse's who work for the Health Department and commented on the hard work that they do.

Larry Gibson moved to approve the proclamation as presented with a second by Shirley Lowder. Motion carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Larry Gibson, Board Member
SECONDER:	Shirley D Lowder, Board Member
AYES:	Smoak, Huneycutt, Eudy, Cain, Thomas, Norwood, Marshall, Lowder, Jordan, Gibson, Barbee, Jordan, Lowder, Williams
ABSENT:	Edgerton, Sawyer, Teal

2. 1257 : DSS Daycare Waiting List Policy - Action Required

Mrs. Dolly Clayton presented a revised D.S.S. Daycare Waiting List Policy, which states that parents on the waiting list will be reviewed every six months instead of quarterly. She stated this has already been approved at the Division of Child Development and she is seeking approval from the board to implement those changes here. Board members were given an opportunity for questions and comments.

A motion was made by Ric Cain with a second by Nancy Smoak to approve the D.S.S. Waiting List Policy. Motion carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ric Cain, Board Member
SECONDER:	Nancy Smoak, Board Member
AYES:	Smoak, Huneycutt, Eudy, Cain, Thomas, Norwood, Marshall, Lowder, Jordan, Gibson, Barbee, Jordan, Lowder, Williams
ABSENT:	Edgerton, Sawyer, Teal

3. Home Health Quarterly Report, Jan. - Mar. 2019

Patricia Hancock provided an overview of the quarterly report for Home Health. She explained that Medicare Conditions of Participation require that certain information be provided to the board such as quality improvement/quality assurance, caseload and other statistics, which is why the report contains a lot of information.

She shared that their average caseload for the first quarter was 207 and states that after a chart audit of 11 patient charts, they achieved an accuracy rating of 95%.

She explained that we are currently contracting one full time and one part time nurse with the NC Alliance of Public Health Agencies for two vacant nursing positions.

4. Home Health Presentation

Mr. Gary Massey, CPA with Clifton Larsen Allen, LLP returned for a follow up visit to discuss home health and what could potentially happen if the program were to be closed or sold. He recapped the history of Home health agencies stating that there are only 11 agencies left across North Carolina being housed in local health departments.

Mr. Massey shared that in the last decade, his firm has worked with roughly 25 agencies to help navigate closure of their home health agencies. He shared information on divesting and discussed time frame.

After time for discussion and questions, Mr. Massey was thanked for his presentation.

5. 1265 : FY19-20 Department of Social Services Budget Proposal - Action Required

Mrs. Dolly Clayton presented the budget for D.S.S. FY2019-20 by slide show presentation. Since receiving the county manager's recommended budget yesterday, she will highlight the original requested budget and the county manager's recommendations.

She reviewed each slide and gave a brief description of each request. She explained 13 new positions were requested with the county manager recommended approving three.

After time allowed for discussion and questions for Mrs. Clayton, Nancy Smoak moved for approval of D.S.S. Requested Budget with a second by Michael Williams. The motion passed unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Nancy Smoak, Board Member
SECONDER:	Michael A Williams, Board Member
AYES:	Smoak, Huneycutt, Eudy, Cain, Thomas, Norwood, Marshall, Lowder, Jordan, Gibson, Barbee, Jordan, Lowder, Williams
ABSENT:	Edgerton, Sawyer, Teal

6. 1263 : FY19-20 Health Department Budget Proposal - Action Required (Accreditation Activity 33.2, 39.3) (Fee Schedule Accreditation Activity 33.5)

Mr. David Jenkins presented the Health Department FY2019-20 proposed budget by slide presentation. Mr. Jenkins explained each slide, budget and enhancement request. He also shared that we had received notification of approval for next years \$150,000.00 Community Health Grant.

Mr. Jenkins shared that the renovations combining both Health and D.S.S. were not included in the county manager's recommended budget. After discussion, board members suggested they felt the renovations should still be included as part of the proposed budget to commissioners as they feel this is a step to further consolidate both departments. Chair Lowder asked for a motion, so moved by Boyd Huneycutt, seconded by Tommy Jordan, to include the renovation project in the proposed budget for presentation to the Board of Commissioners. Motion passed unanimously.

Mr. Jenkins also reviewed the FY2019-20 Health Department Fee Schedule which needs board approval. A motion was made by Michael Williams and seconded by Dr. Tom Norwood to approve the fee schedule for FY2019-20. Motion carried unanimously.

Dr. Tom Norwood made a motion to approve the Health Department proposed budget, with a second from Larry Gibson. Motion carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tom Norwood, Board Member
SECONDER:	Larry Gibson, Board Member
AYES:	Smoak, Huneycutt, Eudy, Cain, Thomas, Norwood, Marshall, Lowder, Jordan, Gibson, Barbee, Jordan, Lowder, Williams
ABSENT:	Edgerton, Sawyer, Teal

D.S.S. Updates

A. DSS Report of Services - Mar. 2019

Mrs. Dolly Clayton shared that revenue is at 60% and expenditures at 65% through March, 2019. Mrs. Clayton reviewed the program performance report and discussed each program. She states they are still recruiting for vacant positions.

NCFast continues to be on hold in regards to child welfare. She shared that they had a celebration to honor administrative staff for Administrative Professional's Day. Several staff joined in on "National Wear Blue Day" on April 5th, to recognize child abuse prevention month.

May is National Foster Care month and this years theme is "Foster Care: Support for families, not a substitute for parents". There are currently 23 licensed foster families in Stanly County and 32 children placed in foster care. The next training class, Model Approach to Partnership Parenting (MAPP) begins May 9th for anyone interested in becoming foster parents. Also, they will be holding an event to honor Stanly County foster parents on May 7th at 6:00 p.m. at the YMCA pavillion. She also shared with the board handouts from NC Child, a child advocacy resource, which provides data on children in Stanly County on various subjects.

Health Department Updates

A. FY18-19 Expenditure & Revenue Report (Accreditation Activity 33.6)

The Expenditure and Revenue report through March 2019 is included in the board members packet. There were no questions by board members regarding this report.

B. Activities Summary - Health Department - Mar. 2019

The Activities Summary report through March 2019 is included in the board members packet. There were no questions by board members regarding the report.

Mr. Jenkins recognized Dave Andrews with WSPC 1010, who was in attendance, for allowing him to record a public service announcement on the upcoming Stanly County Rabies Clinics.

Consolidated Human Services Updates

A. Bylaws of Community Health Resources - Nonprofit Corporation

Mr. Jenkins reminded board members of our goal to become a Federally Qualified Health Center (FQHC) in the future. As a requirement, we have to become a non-profit corporation which means we need a temporary board to provide signatures on bylaws set up to get the non-profit status in place. Once we have the non-profit status established, the next time funding is available for the FQHC designation we will be ready to apply with a lot of preliminary work out of the way.

Adoption of Consent Agenda

A motion was made by Larry Gibson with a second by Michael Williams to approve the Consent Agenda. Motion carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Larry Gibson, Board Member
SECONDER:	Michael A Williams, Board Member
AYES:	Smoak, Huneycutt, Eudy, Cain, Thomas, Norwood, Marshall, Lowder, Jordan, Gibson, Barbee, Jordan, Lowder, Williams
ABSENT:	Edgerton, Sawyer, Teal

A. 1259 : Records Retention and Disposition Schedule - Action Required

B. Consolidated Health and Human Services Meeting Minutes - 4-04-19

Public Comments

Adjournment