



Stanly County Health Department

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Dennis R. Joyner, MPH
Director

STANLY COUNTY BOARD OF HEALTH

June 4, 2015

Meeting Minutes

The Stanly County Board of Health met on June 4, 2015 at 7:00 p.m. in the Conference Room of the Stanly County Health Department. All Board Members were present with the exception of Debora Norris and Dr. Janice Dunlap. Staff Members present were Dennis Joyner, Health Director, Judie DeMuth, Patti Lewis and Debbie Bennett. Leon Warren attended as media representative.

Chairman Faulkner called the meeting to order and after extending a welcome to those present, explained that a motion was needed for approval of the revised agenda presented upon their arrival for the June 4th meeting. Dr. Laura Mauldin made a motion to approve the revised agenda, which was seconded by Mrs. Lowder and approved by the board. Dr. Mauldin then made a motion to approve the minutes of the May 7th meeting as presented. The motion was seconded by Mr. Carter, and approved by the board. With no general public in attendance, no comments were noted under Public Comments and the meeting was turned over to the Health Director.

HEALTH DIRECTOR'S REPORT

Director Joyner updated the board on the agency's personnel status informing them that no changes had taken place since the May board meeting.

Reports on expenditures and revenues along with performance reports for all Health Department programs as of 4/30/15 were reviewed. Mr. Joyner explained that at 83% into the year, figures are at expected levels. Performance measures generally reflected a consistent trend, with some numbers expected to continue to increase through the end of the fiscal year, particularly in the Employee Wellness Clinic.

NEW BUSINESS

The status of the new fiscal year budget was discussed and Director Joyner stated that funding requested in the new budget to resurface/reline the parking area on the North end of the Common's has been funded through the Facilities Management Department for the current year.

Board Members were made aware that the County Manager and Commissioners have announced their plans to adopt the FY2015-16 budget after their last budget workshop on 6/11/15. The Health Director added that no major changes are expected in the Health Department budget with all large expenses including two vehicles, GPS units, etc. remaining in the budget. Commissioner Lowder made everyone aware that additional funds have been included in the new budget for employee merit pay.

The Health Director gave a presentation on the Child Fatality Prevention Team (CFPT) giving an overview of the purpose and team structure, including membership representation and how local

county teams link to the State Child Fatality Task Force. He explained the death review process and confidentiality issues surrounding the nature of the program. The roles of the various team members were identified which included the chairperson, review coordinator, and membership. A list of accomplishments statewide by the team was shared and a snapshot of CFPT activities for 2014 was reviewed including data trends in causes of child deaths in Stanly County. After time was allowed for questions and discussion, Director Joyner was thanked for the presentation.

OTHER BUSINESS

The Health Director explained that the Health Department Administrative Policies and Procedures that are approved by the board had been reviewed, as annually required, and were found to be in order with no changes recommended at this time. The policies included: *Participation in Community Health Improvement; Management of Customer Complaints; Fee Policy; Diversity in the Workplace; Developing Policies and Procedures; and Delegation of Authority*. Board Members were reminded that all policies and procedures are found in their current orientation handbook and after discussion; Dr. Mauldin made a motion to approve the policies with no changes. The motion was seconded by Mr. Carter and passed by the board.

Next, Director Joyner shared guidelines for assumption of health director responsibilities in health director's absence. Director Joyner explained that in case he were unable to take care of business and could not communicate in any way, the guidelines delegate legal powers and duties to the Public Health Nursing Supervisor and Environmental Health Supervisor. He noted that this would be a rare circumstance and the duration of this assumption of responsibilities would only last until communication was restored with the health director.

The July Board of Health meeting was discussed and board members concurred in cancelling the July 2nd meeting unless issues evolve that warrant action before the first Thursday in August.

Board Members were reminded that the last date to participate in the Community Health Assessment currently being conducted jointly with Stanly Regional Medical Center was 6/14/15. Director Joyner added that to date the number of participants was almost 1,000 and the survey can be accessed at www.stanlycountync.gov or see Debbie Bennett, Health Educator for paper copies.

The 2015 Stanly County Annual Rabies Vaccination Clinics held in May resulted in a total of 416 vaccinations of dogs and cats. All board members expressed appreciation to staff and participating veterinarians for their work in making this year's clinic successful.

Director Joyner informed the board that the current Strategic Plan time period was through the end of 2015. The department will be going through a process to develop a new strategic plan that will be reviewed by the board later in the year. Any board members interested in assisting in this effort were encouraged to let him know.

With no further business to discuss, Dr. Mauldin moved to adjourn the meeting. The motion was seconded by Mrs. Lowder and passed by the board.