



# Stanly County Health Department

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**January 5, 2017**

## **STANLY COUNTY BOARD OF HEALTH**

## **Meeting Minutes**

The Stanly County Board of Health met on Thursday, January 5, 2017 at the Stanly County Health Department.

Board members present were: Larry Faulkner, Jann Lowder, Dr. Amy Jordan, Ric Cain, Shirley Lowder, Conrad Carter, Dr. Tom Norwood, Dr. Janice Dunlap, and new board member Dr. Dianne Daniels.

Health Department Staff Present: Debbie Bennett, Patti Lewis, Becky Mckeeon, Teri Bowers and Health Director Dennis Joyner.

### **Welcome and Call to Order:**

Chair Larry Faulkner welcomed everyone and called the meeting to order.

### **Oath of Office:**

First term Registered Nurse member, Dianne Daniels, PhD, MSN, RN was sworn in by Chair Larry Faulkner and Tyler Brummitt, clerk to the Board of County Commissioners.

### **Election of Board of Health Officers for 2017**

The floor was opened for nominations for the Chairman and Vice Chairman of the Board for 2017.

**Motion: A motion was made by Shirley Lowder for Larry Faulkner to continue as Chair of the Board of Health with a second by Dr. Tom Norwood. Motion carried unanimously**

**Motion: A motion was made by Commissioner Jann Lowder for Dr. Janice Dunlap to be Vice Chair of the Board of Health, with a second by Conrad Carter. Motion carried unanimously.**

### **Approval of November 3rd, 2016 Board of Health Meeting Minutes:**

Chair Larry Faulkner presented the November 3rd, 2016 Board of Health meeting minutes for consideration of approval.

**Motion: After review of the November 3rd meeting minutes, Dr. Tom Norwood moved that they be approved as written with a second by Conrad Carter. Motion carried unanimously.**

### **Public Comment:**

There were no general public members in attendance requesting to speak to the board.

### **Health Director's Report:**

- A. Personnel Update** – Mr. Joyner reported that new hire, Kayte Hahn, began her first day as Nutritionist I in the WIC department January 3, 2017. She was hired to fill the vacancy created when Ginny Smith left that job to fill the opening in Environmental Health. It was also noted that Robin Randall, RN in the Home Health program, has resigned with her last day being December 25, 2016. Home Health is currently recruiting for that vacant position.
  
- B. FY2016-17 Expenditures and Revenue** – Reports on program revenue and expenditures were presented for review. At 42% into the fiscal year, revenues are at 30% with expenditures at 38% as of 11/30/16. Mr. Joyner stated that these numbers were generally consistent but dental revenues were a little low. He stated there was no great concern with those numbers and after receiving our Medicaid Cost Settlement check in late December that should reflect an increase in dental revenue. Expenditures seem to be on track for this point in the fiscal year.
  
- C. Program Performance Reports** – Program Performance Reports were presented for review and discussion. Numbers appeared to be consistent with prior month's performance. Mr. Joyner pointed out the number of Quality Assurance visits were down due to the vacancy in Environmental Health. When Ginny Smith gets her state authorization, those numbers should increase with her being able to perform inspections on her own, which will free up some time for other staff. Mr. Joyner again explained the 65% in the category of "existing inspections within ten days of request" was primarily due to the owner/contractor not being ready for inspection and not due to an oversight of Environmental Health. Mr. Joyner also stated that the County Commissioners have formed a Regulatory Reform Committee, who is initially looking at the Central Permitting process, which includes Building Inspections, Planning & Zoning and Environmental Health. Their goal will be to review these processes in an effort to better understand and identify any service efficiency opportunities.

### **New Business:**

- A. Board of Health Budget Committee** – The Health Director requested that a budget committee comprised of at least three board members be selected to assist with budget review. This committee usually meets at least one time before the budget is presented to the Board of Health, and then presented to the County Commissioners. Chairman Larry Faulkner, Mr. Ric Cain and Dr. Tom Norwood volunteered to serve on this committee.
  
- B. 2016 State of the County Health Report** – Mr. Joyner welcomed Debbie Bennett, Health Educator at Stanly County Health Department. With the use of a power point presentation, Ms. Bennett highlighted the 2016 State of the County Health (SOTCH)

Report. This report is a review of Stanly County's health indicators and status. It is very beneficial in characterizing the main health concerns county wide and provides a starting point for community involvement in addressing these issues. Debbie Bennett was thanked for her preparation of this report, and also the informative presentation to the board.

**Unfinished Business:**

- A. 2015 Community Health Assessment Action Plan** – Mr. Joyner shared a summary of the Community Health Assessment Action Plan with the board. The Action Plan is required following the Community Health Assessment, with the state requiring three priority concerns to be addressed. The three high priority concerns chosen were substance abuse, heart disease and suicide prevention for the county.

**Other Business:**

- A. Departmental /Program Activities & Updates** – According to recent data, a rise in flu activity has been reported statewide. There have been seven flu related deaths in North Carolina thus far. An update was provided on the prior issue concerning the temperature malfunction of a refrigerator containing state-supplied vaccine, which was identified after some patients had received vaccinations. The state indicated they would leave the decision to re-vaccinate patients up to the Health Director. Mr. Joyner stated that he had directed clinic staff to personally contact by phone all 65 people who were administered the vaccine(s) and offered re-vaccination. Less than half elected to do so. Many patients thanked them for their concern and were pleased with the proactive measures taken.

**Closed Session: - Health Director Annual Performance Evaluation & Job Description Review**

**Motion:** A motion was made by Dr. Amy Jordan to go into closed session to review and discuss the Annual Performance Evaluation & Job Description of the Health Director of the Stanly County Health Department, with a second by Dr. Tom Norwood. Motion carried unanimously. After review and discussion, Shirley Lowder moved to come out of closed session; the motion was seconded by Dr. Janice Dunlap and passed by the board.

**Adjournment:**

There being no further business, Chair Larry Faulkner called for a motion to adjourn.

**Motion:** A motion was made by Dr. Janice Dunlap with a second by Ric Cain that the Stanly County Board of Health meeting be adjourned. Motion carried unanimously.

Respectfully Submitted,

Dennis R. Joyner, Secretary  
Stanly County Board of Health