

MINUTES OF THE CASWELL COUNTY BOARD OF HEALTH

The Caswell County Board of Health met at 6:30 P.M. on November 26, 2019, in the Caswell County Health Department's meeting room in Yanceyville, North Carolina.

ATTENDANCE:

Position	Name	Present	Not Present
County Commissioner	Nate Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dentist (General Public)	Lisa Ashby, RN	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Engineer (General Public)	Jennifer White	<input checked="" type="checkbox"/>	<input type="checkbox"/>
General Public	Carol Komondy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
General Public	Carl Carroll, REHS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
General Public	Shannon Moretz	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Optometrist (General Public)	Walter Michael (Vice-Chairperson)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pharmacist	Kimberly Pickens, RPH	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Physician	Scott Spillmann, MD, MPH	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Registered Nurse	Carla Lipscomb, RN	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Veterinarian	Teresa Wisk-Carroll	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Others Present: Jennifer Eastwood, MPH – Health Director, Secretary
 James Eanes – Finance Officer
 Denise Wilkins, RN – Personal Health Nursing Supervisor

I. Call to Order

A. A quorum being present, the Caswell County Board of Health was called to order by the Chairperson.

II. Public Comment

A. There was no public comment.

III. Action Items

A. Approval of Agenda

1. The agenda for the November 26, 2019, meeting was reviewed.

A motion was made by Shannon Moretz and seconded by Scott Spillmann to approve the agenda for the Board of Health meeting. The motion was approved on a vote of 8 to 0.

B. Approval of Minutes

1. The October 22, 2019, Board of Health minutes were reviewed.

A motion was made by Jennifer White and seconded by Carla Lipscomb to approve the minutes of the Board of Health for July 24, 2019, with the corrections. The motion was approved on a vote of 8 to 0.

IV. Information Items

A. Annual Communicable Disease (CD) Report

1. Denise Wilkins, RN is the Communicable Disease Nurse for the Health Department. Denise presented the Annual CD Report.
 - a. 2018 had the most dog bites in Denise's career with 42 bites
 - b. So far in 2019 there have been 32 animal bites (24 dog bites and 14 of 24 weren't vaccinated. There were 6 cat bites with none vaccinated)
 - c. 75 animals were vaccinated at drive thru rabies vaccine clinic

- d. The Health Department helped to provide the pre-exposure rabies vaccine to staff at conservator center, the animal shelter. Animal Control staff had titers drawn to determine exposure protection in accordance with vaccine recommendations.
- e. There is a state initiative to provide Hepatitis A vaccine to vulnerable populations. We have talked to Caswell County Jail about providing the vaccine to inmates. Denise spoke with jail health nurse and will also talk to Sheriff Durden. State supply 1 free vaccine given at jail. Jail health doesn't have the storage capacity/monitoring capability to store vaccine. Denise said there was recently an outbreak in Alamance Co jail and an one of those inmates was transferred here. Denise said she and Danielle, Immunization Nurse are trying to partner with substance use treatment organization. Carla Lipscomb asked if the Board of Health could pass a rule requiring this vaccination based on state/CDC regulations.
- f. Denise pointed out that there were no TB cases in 2018
- g. There was some general discussion about rabies clinic and possible increasing it to twice a year at possible multiple locations.

B. Health Director's Report

1. Environmental Health Update

- a. Jennifer provided the monthly Environmental Health service numbers.
- b. Jennifer White thought an annual comparison may be helpful.
- c. Jennifer said the state would be releasing information on Radon in January via a webinar. She said the state was encouraging local health departments to push this webinar out to local community.
- d. Shannon Moretz pointed out a study that was released by Duke. The study findings were that over half of wells in state have higher levels than normal rates. Jennifer said she and Donnie had talked about the study and he is going to investigate to see if that is included in new well testing and will also look back through well results from past couple of years. If there is a trend, we may need to think about offering free/sliding fee water testing for certain criteria. Jennifer said nothing has come from the state. The study includes 1400 wells out of 300,000 in the state. Jennifer said she wasn't sure if this small sample size would statistically significant results. Jennifer will send the study report to the Board.

2. Home Health/CAP Update

- a. The Board was provided the monthly Home Health and CAP Report
- b. Jennifer said she did touch base with CFMC about referrals and it may be that the other companies just have better marketing of their services.
- c. Home Health is expecting its unannounced, accreditation Jennifer said the surveyor could arrive in the beginning of December, if not will likely be January.
- d. There is also a Medicaid site visit for CAP.
- e. CAP is going to Per-Member-Per-Month payment system, which will be good for us. Right now we have to give a lot of thought and effort to billing at our highest capacity. This new system will allow level out and maximize our revenue in that program.
- f. Jennifer White point out that some referrals were no admitted because of a lack of Physical Therapy availability. There was discussion about what happens when the Therapist is on vacation. Jennifer White asked about engaging a per diem therapist to cover during those. Jennifer Eastwood said she is concerned about the cost of the per diem. She said she and the Therapist had discussed this number of referrals. The Therapist said about half of the referrals were not viable for admissions. Jennifer said if the Board would like to pursue getting a prn PT it could certainly be done. Jennifer said she and the PT had talked and they are reluctant to add more PT staff because in the cost report the cost of PT services was so high.

3. WIC Monthly Report

- a. CCHD received a breastfeeding friendly business award thanks to the work of the WIC Staff.

4. Personal Health Update

- a. Jennifer said thanks to James and his hard work we are now a Medicare provider. We are not advertising yet because we want to make sure we understand what is required for a clean claim.
 - b. Medicaid transformation has been suspended indefinitely. Jennifer she has heard lots of versions about how long the suspension will last, but nothing definite.
5. Staffing Update
- a. Front desk position has been posted.
6. Finance Update
- a. James said October was a good month for revenue. YTD we are at or above where we should be for revenue and expenditures are in line. We used less county appropriation in September.
 - b. James said looking at the clinic books, there's a lot to clean up. He said he and Christina have gone back to 2013 cleaning up accounts and have been writing off old accounts where they could and submitting to Debt Set Off, where they could. James said there is a 30-day window from the time the Debt Set Off Notification Letters are sent to clients, for them to come in and make a payment plan. He hopes they will take advantage of that time.
 - c. James said he believed the Debt Set Off will amount to around \$100,000. \$250,000 had not been written off or collected. In 2013 when we transitioned to electronic medical record, balances transferred in. Now, years later, staff don't know what those balances are. James said going back 3 years for debt set off seems to be the common process. Jennifer said this has been a tedious process for James and Christina. Reminder that we do not meet in December...next meeting in January.

V. **Adjournment**

- A. The meeting was adjourned by the Chair.

Approved By:

Health Director

Date

Board of Health

Date