

Moore County Board of Health
December 8, 2015

Members Present: Tim Boyte, DVM
Betty J. Goodridge, MHA, CMA
Severt Jacobson, MD
Warren Lewis
Phyllis Magnuson, RNC, MPH
Elise McInnis, RPh
Kamron Monroe, DDS, Chair
Max Muse, RN, ME
Robert R. Wittmann, MPH, Secretary to the Board

Members Absent: Michele Keel, OD
Dennis Mabe, PE, Vice Chair
Nick Picerno

Chair Kamron Monroe called the meeting to order at 6:33 p.m.

Introductions/Recognitions:

Staff present were: Margaret Davis, Purchasing Officer; Teresa Forrest, Planning Manager; Torrie Furr, Social Work Supervisor; Matt Garner, Health Education Supervisor; and Jennifer Wallace, Administrative Officer.

Invocation:

Robert Wittmann gave the invocation.

Conflict of Interest:

Robert Wittmann read the following statement: *Does any Board Member have a conflict of interest concerning agenda items the Board will address in this meeting?* There were no conflicts stated.

Approval of Agenda:

Kamron Monroe asked that the item "Health Director's 2015 Evaluation/Job Description" be removed from the agenda. Severt Jacobson made a motion to approve this, seconded by Max Muse. All were in favor.

Presentation – SODA Stop Overdose and Drug Access:

Matt Garner spoke to the Board about the SODA (Stop Overdose and Drug Access) initiative. He is currently Chair of Drug Free Moore County (DFMC), the group that developed and


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promoted the program. The SODA program is based off the "Bedroom Project", a drug awareness program aimed at increasing parent involvement. The program reviews some local facts and figures about drug use, as well as discussing some common misconceptions, and followed with an identification of drug-related items. Examples of items used to disguise drugs were shown, including a soda can, sunscreen bottle and bracelet. Items can be purchased locally or over the Internet, or can be made at home. The SODA presentation ends with a review of warning signs and a listing of treatment and recovery resources. The program stresses that parents need to talk to their children about drug use. In 2016, DFMC hopes to offer the program to local schools and groups. Discussion followed. DFMC also plans to reach out to providers to educate them.

Presentation – Mild Traumatic Brain Injury/Concussion:

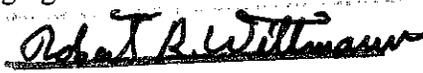
The Board was shown a video from Medscape on Mild Traumatic Brain Injury, hosted by Peter Patrick, PhD, with subject matter experts Michael W. Collins, PhD and Gerard A. Gioia, PhD participating. Severt Jacobson stressed that we need to be proactive on promoting this issue, especially in the school system. Phyllis Magnuson, School Health Nurse, spoke about what the school system currently has in place to address this. The coaches and athletic directors in the County have had a solid program, with strict guidelines, for the last eight years. Athletic trainers will be hired for each high school. BJ Goodridge noted that once a child has been diagnosed with a concussion, then the system falls into place. The problem is more getting them to the point where they are diagnosed. Phyllis Magnuson said that there has been a high learning curve with the teachers, for example, not making students with a concussion take tests for a week. However, the system is better than it has been. She noted that there is legislation pending that will stop head butts in soccer under a certain age. She said that she is unsure of the level of education on concussion within the County Parks and Recreation Department. Robert Wittmann said that he will speak with the Parks and Recreation Director about this.

Public Comments:

There were no public comments.

Board of Health Education/Staff Reports:

- **CC4C & OBCM Financial Report:** Torrie Furr, Social Work Supervisor, presented the annual report to the Board, see attached. The carry forward balance for the program is now over \$305,000. There were reductions in this year's budget, due to cuts in the State funding. One result was that, when a full-time staff member left, she was replaced with a part-time employee. There were cuts in Medicaid funding as well and there may be more cuts in the next year. Robert Wittmann noted that the program is not supplemented with any County tax dollars.
- **State of the County Health Report (SOTCH):** Matt Garner reviewed the Department's 2015 SOTCH Report. Community Health Assessments (CHA) are performed every three years and a SOTCH Report is developed in each interim year to update data, summarize progress made on local health priorities, and review any emerging issues. The last CHA


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was in 2013 and in 2016 we start working on the next CHA. MooreHealth will serve as our steering committee. The final document will be due in March, 2017. Tim Boyte asked about the statistics regarding health disparities. Matt Garner stated that there were many issues involved and we target education to address disparities in our communities. Severt Jacobson asked about the number of homicides. Matt Garner noted that, with a smaller county, the data may appear bigger with a small increase in numbers. He said that the State limits the size of SOTCH reports so we focus on including data that directly relates to health priorities. Robert Wittmann stated that he has discussed having the information on tray liners at fast food establishments.

- **2016-19 Strategic Action Plan Update:** Robert Wittmann stated that, after the Management Team's Strategic Plan retreat, they have continued to meet to fine tune the priorities. He hopes to have the final document ready for the March 8, 2016 meeting. Matt Garner reviewed the priority items selected. They are: increase numbers in clinics, reviewing barriers to care; work on staff training and development; and obesity prevention, a CHA priority, through our clinics and community education.
- **Health Director's Report:**
 - Robert Wittmann recognized the Health Department's Health Educators. There are two, with a total of 13 years of experience. One of the health educators also has many years of experience with education in the private sector.
 - At the last Board meeting, the topic of nurse salaries was discussed. At this time, two Health Department nurses have resigned to work with Moore County Schools (MCS) as school health nurses. There was a question of the school nurses being paid more than health department nurses but that does not appear to be the problem. The school schedule is attractive to parents of school-age children. The school system and health department use the same retirement system, therefore time and benefits transfer. Phyllis Magnuson noted that the school health nurse salary is not higher; however she said that MCS is going to qualify their transfer policy and the children of employees who live out-of-county can attend schools in this county. For MCS, nursing experience starts when a nurse is licensed and employment doesn't have to be school health nurse specific. Robert Wittmann said that, since salary wasn't the defining aspect in the nurses leaving, it wasn't necessary to ask the County for a salary study. Per Denise Brook (Human Resources Director), the County pay plan is considered in its totality and one position isn't usually singled out for study. Questions were asked about exit interviews. Robert Wittmann stated that the County will give employees an opportunity to schedule exit interviews. In addition, he had met, individually, with both nurses who left recently.
 - Electronic Medical Records (EMR) Update: At this time, there appeared to be no support for the Board of Commissioners to fund an outside company to scan Health Department medical records. In-house staff will be working on the project. This will be a slower process and could take several years. Staff will work on existing records when patients present for service, continuing with active patients as time allows. Elise McInnis asked who told the Health Director 'no'. Robert Wittmann responded that he had met with the County Manager and the Chair of the Board of Commissioners. Kamron Monroe said that she was very disappointed that the project would not be considered by the Commissioners, since it was supported by the Board of Health. She said that she disagreed that there is adequate staff to handle this in-



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house. Robert Wittmann said that the votes would not have been there to approve the project. He said that, after processing the records in-house for a while, it may be possible to revisit the request. A process is being developed where the nurses break the records down into bins and then processing assistants can do the actual scanning. The nurses know what needs to be kept and where it goes. Phyllis Magnuson said that a nurse is an expensive data person. She asked about money from lapsed salaries, from the two nurses who left and the one who was let go. Robert Wittmann said that the lapsed money that is not used to fund the resource nurse could have been used to fund the scanning project and, in addition, the Department is in the process of promoting a management support person and this would result in a processing assistant position being left vacant. There is also money from the Medicaid cost settlement that could be directed to the project. Elise McInnis asked who was making up the plan for scanning and said to make sure that the right people are involved in the process. Robert Wittmann said that the process has been initiated and that various disciplines will meet to develop it.

- Robert Wittmann spoke about major accomplishments for the Health Department in 2015. Over 36,000 paper medical records were purged, in accordance with State standards, and would not require scanning. The Department implemented opening an EMR on all new and existing patients when presenting for service. A process was initiated to enter all old paper immunization records into the State database. The website was modified and updated. The Department initiated a social media presence on Facebook (MocoHealth) and Twitter (@mocohealth). Matt Garner asked the Board to 'like' the Facebook page and 'follow' the Twitter account. A security plan was developed for the building, aided by the Sheriff's Office and Property Management Department. Two active shooter drills were conducted, with the aid of the Sheriff's Office. A full-scale Strategic National Stockpile/Point of Dispensing exercise was completed with the participation of our community partners.
- Robert Wittmann has been elected to represent Region 6 on the Executive Committee of the State Local Health Directors Association for the next three years.

Approval of Consent Agenda:

Tim Boyte made a motion to approve the October 12, 2015 Board of Health minutes. This was seconded by Max Muse. All members were in favor and the motion was approved.

Old Business:

There was no old business.

New Business:

Adoption of 2016 Board of Health Meeting Schedule: Robert Wittmann presented the Board with a draft schedule for their consideration. Tim Boyte made a motion, seconded by Elise McInnis, to accept the schedule. All members were in favor and the schedule was approved.


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Radon Resolution: Robert Wittmann stated that the Health Department received a grant from the State to provide radon education and test kits, coordinated by the Environmental Health Section. Adopting a resolution declaring that January is Radon Action Month was a part of the grant requirements. Having the Board of Health adopt the resolution and recommend it to the Board of Commissioners will help to promote awareness and encourage testing. Tim Boyte made a motion to approve the resolution, see attached. The motion was seconded by Warren Lewis and was unanimously approved.

Robert Wittmann asked for, and received, a consensus of the Board that he draft a thank-you letter for the Board Chair's signature, thanking the Chief Executive Officer of FirstHealth for the meeting meal and accommodations.

There being no further business, Max Muse made a motion, seconded by BJ Goodridge, to adjourn. All were in favor and Kamron Monroe adjourned the meeting at 8:43 pm.


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Financial Report for Care Management Programs

July 1, 2014 thru June 30, 2015

Revenue:	Expenses:	Carry-Forward Balance
\$302,188.26 Medicaid	Total: \$303,409.84	\$42,407.25
\$43,628.83 Non-Medicaid		
Total: \$345,817.09		

Looking ahead:

The financial impact of the 10% reduction that began July 2014 for both the Care Coordination for Children and Pregnancy Care Management resulted in a reduction to a staff position. When a full time position became vacant the position was reduced to part time with 29 hours weekly with no benefits. Monitoring of revenue and expenses will continue to ensure the programs remain within budget. The programs are expected to remain within budget this current fiscal year. Next fiscal year will be more challenging. Changes will be made as required to manage revenue and expenditures. If needed, the care management programs have a cumulative carry forward balance of \$305,643.24, which can be used to ensure that no county funding is required to support these programs.

MOORE COUNTY BOARD OF HEALTH RESOLUTION
RADON ACTION MONTH

WHEREAS, radon is a colorless, odorless, naturally occurring radioactive gas that threatens the health of our citizens; and

WHEREAS, according to the U.S. Environmental Protection Agency, radon causes more than 20,000 deaths each year, making it the second leading cause of lung cancer deaths in the United State and the number one cause among non-smokers; and

WHEREAS, a national health advisory was issued by the U.S. Surgeon General in 2005 because breathing indoor radon over prolonged periods can present a significant health risk; and

WHEREAS, according to the U.S. Environmental Protection Agency, one in 15 homes across the country has an elevated radon level; and

WHEREAS, in North Carolina, based on data collected by the Radiation Protection Section in the Division of Health Service Regulation, radon is present at elevated levels in about seven percent of homes; and

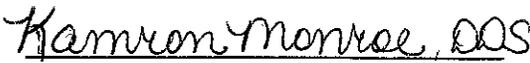
WHEREAS, indoor elevated levels of radon are a preventable and correctable problem; and

WHEREAS, testing for radon is simple and inexpensive, ranging from \$6 to \$30 for do-it-yourself tests with costs of repairs by a professional to reduce the radon level ranging from \$1,500 to approximately \$2,500; and

WHEREAS, the State's Radon Program and the U.S. Environmental Protection Agency are encouraging Americans to test their homes for radon, mitigate elevated levels of radon, and build new homes with radon-resistant materials and features;

NOW, THEREFORE BE IT RESOLVED, that the Moore County Board of Health does hereby proclaim January 2016 as "RADON ACTION MONTH" and recommends that the Moore County Board of Commissioners proclaims January 2016 as "RADON ACTION MONTH" in Moore County, North Carolina and urges our citizens and interested groups to promote awareness of the hazards of radon exposure, encourage citizens to test and mitigate their homes for radon levels and visit www.ncradon.org for additional radon information

Adopted this 8th day of December, 2015.


Kamron Monroe, D.D.S.
Chair, Moore County Board of Health

SECRETARY'S CERTIFICATE

THIS IS TO CERTIFY THAT the foregoing resolution was duly approved and adopted by a quorum of members of the Moore County Board of Health at its meeting held on December 8, 2015.


Robert R. Wittmann, MPH
Secretary to the Board