

The Warren County Health Department

Board of Health Meeting

May 21, 2019

The Warren County Board of Health held its meeting on Tuesday, May 21, 2019 @ 7:00 pm in the Conference Room.

Members present: Dr. Elton Brown, Commissioner Baker, Mrs. Eva Brown, Ms. Linda Baker, Mr. Jerry Bolton, Ms. Cheryl Coffman and Ms. Vivian Loyd.

Others present: Margaret Brake, Sharon Bartholomew and Tanisha Lyons.

There was no public comment.

Mrs. Brake read the Conflict of Interest Statement.

The March 2019 minutes were reviewed. Ms. Coffman moved to accept the March 2019 minutes as read and seconded by Mrs. Eva Brown. There being no further discussion the motion unanimously passed.

Mrs. Brake had an addition and change to the Agenda. She wanted to add Quality Improvement Policy and Plan for review and approval. A correction: Review and Approve BOH Overall Operations Policy instead of BOH Operating Procedures. There were no objections.

Mrs. Brake presented the Financial Report. The Health Department's revenue through April 2019 shows 88% collected and expenses are 77%. The Health Department has \$374,958.69 in our escrow account. Our Health Department has been fortunate thus far to have maintained this balance over the year. It is considered a reserve for the department. The money is in the County's general fund but is allocated back to the Health Department every year. The Health Department only relies on the county for roughly 27% of funds. Mrs. Brake stated that she will check with the state for comparisons. Mrs. Brown moved to accept the financial report and seconded by Ms. Baker. There being no further discussion the motion unanimously passed.

Mrs. Brake presented the Medicaid Cost Settlement Report. These are the funds that are settled from the Federal government. The Health Department will receive \$174,793.00 for clinical services, \$45,703.00 for Family Planning and \$3,792.00 for NC Health Choice a total reimbursement of \$224,288.00 for FY 18. The Health Department has received the check for this amount. Mrs. Brown moved to accept the Medicaid Cost Settlement Report and seconded by Ms. Loyd. There being no further discussion the motion unanimously passed.

Mrs. Brake presented the BOH Overall Operations Policy for review and approval. On page 5 of the policy it now states that the Board of Health will have annual trainings. Members discussed other options for the length of time between trainings. The consensus was to keep trainings on

an annual basis. Ms. Loyd moved to approve the updated BOH Overall Operations Policy and seconded by Commissioner Baker. There being no further discussion the motion unanimously passed.

Mrs. Brake presented the BOH Handbook for review and approval. The handbook is updated early. The updates include: this FY budget, and Board members contact and term list. In the Operating Procedures the Board added Phone, video or other type communication that was reviewed and approved at the March 2019 meeting. Ms. Coffman moved to accept the BOH Handbook and seconded by Ms. Loyd. There being no further discussion the motion unanimously passed.

Mrs. Brake presented the 2019 Health Fair Results. The health fair was on April 2, 2019 10:00 am-2:00 pm. There were 238 attendees, and 34 vendors, which is the most we have had thus far. 100 attendees completed surveys, which was also a record. The Health Fair was held at the Armory again this year and was well received by the public. Commissioner Baker moved to accept the Health Fair Results and seconded by Mr. Bolton. There being no further discussion the motion unanimously passed.

Mrs. Brake presented WCHD Staff Development, Training & Continuing Education for review and approval. This is a revised policy. The policy promotes staff development through performance evaluations and continuing education for all employees to improve job proficiency. Performance evaluations are done semi annually and we follow according to the county schedule for performance reviews. The Department has quarterly staff meetings where mandatory annual trainings are conducted. Mrs. Brown moved to accept the Staff Development, Training and Continuing Education and seconded by Ms. Loyd. There being no further discussion the motion unanimously passed.

Mrs. Brake reviewed the 2019 County Health Rankings. This report looks at health outcomes, health behaviors, and additional clinical care. Warren County is ranked 89th in this review. In comparing the previous year's report, it seems as if Warren County goes up periodically. We are doing better than some of our neighboring counties for health outcomes. Warren County is ranked 95th in Health Factors. Ms. Coffman moved to accept the 2019 County Health Rankings seconded by Ms. Loyd. There being no further discussion the motion unanimously passed.

Mrs. Brake presented the Quality Improvement Policy and Plan for review and approval. The policy was updated to clarify that the QI team will meet as needed rather than quarterly to ensure implementation of the plan. Commissioner Baker moved to accept the updated Quality Improvement Policy and Plan and seconded by Mrs. Brown. There being no further discussion the motion unanimously passed.

Mr. Bolton asked about the Health Department's Bioterrorism policy. Sharon informed Mr. Bolton that we have a contract with On Target Preparedness and they are responsible for developing our plans. In case of an emergency they will be able to come to the site to provide

assistance. Mrs. Brake also shared that the county has an All Hazards Plan that outlines the roles of various departments in the event of an emergency event. Dr. Brown asked that Bioterrorism be a July Agenda for further discussion.

Health Director's Report:

Mrs. Brake reported that the Health Department had a vacant QA Nurse position for Home Health. Hannah Wilson applied and was offered the position. There are 2 vacant Public Health Nurse II positions. The Exerstyle Clinical Nurse will be reclassified from LPN to RN. This Nurse will not only be responsible for Exerstyle but also for Chronic Disease Management. The other is a Home Health visiting nurse and they are posted on the County Website.

Reaccreditation Site Visit is scheduled for September 5-6, 2019. In the 2015 reaccreditation the Department only missed 1 benchmark (8.1) - an Environmental Health policy about food sampling. This policy was written that same day. This year all information has to be uploaded to a dashboard and training to use the dashboard will be conducted in August. June 1, 2019 is the deadline for uploading evidence to the dashboard.

Medicaid Transformation updates: Mrs. Brake and three staff traveled to Fayetteville, NC last week to learn about how the aid to county funding would be affected. Mrs. Brake gave the Board a fact sheet from the State about the prepaid health plan contracts. Warren County is located in Region 4 and the transformation launch date is November 1, 2019. There are 4 prepaid plans Blue Cross Blue Shield, Well Care of NC, Amerihealth Caritas and United Health Care.

CMS waived Cost Settlement funds but the state will use additional utilization based payment instead which will help health departments get settlement for fee for services. The Health Department will have to pay initially but at the end of the year get settled from state Medicaid.

Maximus will be the enrollment broker for the Medicaid program. The Medicaid recipients will have to choose a plan and if they don't one will be assigned for them. Mrs. Brake and Ms. Emma Perry, DSS interim Director will meet to see how they can come together to make sure the Warren County enrollees get enrolled in their preferred plans.

Mrs. Brake gave updates for grants from Triangle North Healthcare Foundation and Cardinal Innovations Healthcare. The grant with Triangle North Healthcare Foundation is in collaboration with the Warren County Senior Center to address Diabetes self management is going well. The grant was written out of a need because there were no services for residents to receive training to manage their diabetes. Thus far 15-16 peer educators have been trained. We are hopeful to join forces with Rural Health Group as well as other providers so that they will refer their patients to our program.

Board Member Mrs. Eva Brown is a facilitator for the diabetes program and conducts classes here at the Health Department. Mrs. Brown reported that a participant said this was the best

program because she was getting information that she could actually put to use. Mrs. Brown further stated that it's an interactive program where everyone shares their experiences. Our goal is to serve 300 residents.

Alliant Quality is a federal contractor with CMS for Diabetes Self management contract and their contract ends this year. Mrs. Brake mentioned that the Health Department would like to send 2 staff to Chicago to be trained as Lead Trainers. The Health Department can purchase the license and will be able to use the materials and the staff will be responsible for training future peer educators.

Mrs. Brake also commended Commissioner Baker for participating on the Regional Stepping up Initiative (whose goal is to reduce mental illness in jails) and being a strong advocate for seeking grants and other resources to provide local mental health services in the detention center and in the community.

The Cardinal Innovations Healthcare grant looks at improving care for people experiencing mental health and substance use crisis. The grant was written on behalf of Warren County Community Partners. The major component of the grant was to hire a police officer to serve as a mental health officer to help in these crisis situations. The Sheriff's department does a lot of Involuntary Commitments (IVC) transports. We found that they had to transport residents all over the state. Ms. Loyd discussed some issues of concern with the current IVC process. Mrs. Brake shared that the grant will help look at system changes, increasing law enforcement training (CIT, MHFA) and community engagement. On Wednesday, May 29, 2019 a community focus group which is being called a community listening session will take place at the Armory and the community is invited to attend so the committee can learn from their experiences. Susan Auger from Auger Communications has been hired to help look at community engagement which is part of the grant. Flyers have been posted around the county. BOH members took flyers to assist in recruitment. Citizens can participate in a focus group or a private interview. The grant ends next month; however, interviews have been conducted for the officer's position. It is in the recommended budget to the County Commissioners that the officer's position to be included for FY19/20.

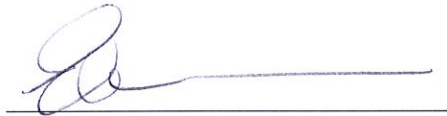
Mrs. Brake also asked if she could compose a letter of support on behalf of the board, to Mr. Jones, County Manager, and Board of Commissioners, for the recommended funding for the law enforcement position to continue the work from the grant. Mrs. Brown motioned that a letter of support be written on behalf of the board and seconded by Mr. Bolton. There being no further discussion the motion unanimously passed.

Mrs. Brake also asked if the board wanted to send a letter to Triangle North Healthcare to show appreciation for funding that has been received, its impact it has had on the county and the need for continued funding for these types of services. Ms. Linda Baker motioned that a letter be

written to Triangle North Healthcare and seconded by Mrs. Brown. There being no further discussion the motion unanimously passed.

The meeting was adjourned and next meeting will be Tuesday, July 16, 2019 @ 7:00 pm.

Submitted by:

A handwritten signature in black ink, appearing to be "E. Brown III", is written above a horizontal line.

Dr. Elton Brown III, Board Chair

A handwritten signature in blue ink, appearing to be "Margaret F. Brake", is written above a horizontal line.

Margaret F. Brake, Secretary