

Warren County Health Department

Board of Health Meeting

November 17, 2015

The Warren County Board of Health held its meeting on Tuesday, November 17, 2015 at 7:00 pm in the Conference Room.

Members present: Chairman Jerry Bolton, Commissioner Bertadean Baker, Ms. Linda Baker, Dr. Elton Brown, Dr. Jimmy Crenshaw, Ms. Vivian Loyd, Dr. Dieckmann and Ms. Melissa Richardson.

Others present: Andy Smith, Sharon Bartholomew, Susan Gray, Tanisha Lyons and Susan Manseur (Henderson Daily Dispatch).

The meeting was called to order by Chairman Jerry Bolton with a moment of silence being observed. Dr. Brown moved that we waive the Conflict of interest statement and seconded by Dr. Crenshaw. The motion unanimously passed.

There was no public comment.

The September 15, 2015 minutes were reviewed. Dr. Crenshaw made a motion to accept the minutes as presented and seconded by Dr. Brown. There being no further discussion the motion unanimously passed.

Mr. Smith presented the finance report at the moment our revenues are 28% and expenses are 27%. We have received Medicaid cost settlement money from the year 2012. Dr. Brown motioned to accept the report as presented and seconded by Ms. Loyd. The motion unanimously passed.

Mr. Smith asked the Board of Health approval to write off \$2,821.20 for the Health Department and \$49.50 for Home Health and \$10,236.00 for debt set off. This money will try be recouped in the next few months into the New Year. Ms. Richardson moved to accept the bad debt setoff and write off and seconded by Commissioner Baker. The motion unanimously passed.

The BCCCP fee schedule has been revised with CPT codes since the meeting in September. Mr. Smith stated that is why the fee scheduled has to be approved again. Dr. Dieckmann motioned that the fee schedule be approved as presented and seconded by Ms. Loyd. The motion unanimously passed.

Mr. Smith presented the Warren County Health Department Personnel Policy and wants to adopt the personnel ordinance for Warren County that was updated in November 1998 for accreditation purposes. Dr. Brown motioned to accept the county policy and seconded by Ms. Richardson. Dr.

Brown asked Commissioner Baker if the Board of Commissioners disapproved the policy and her response was yes. The motion unanimously passed.

Chairman Bolton presented the Health Director's Annual Performance Evaluation. There was general discussion the scores were exceptional in quality of work, job knowledge, budgeting, time management, interpersonal skills, work ethic, leadership, attendance, and development. A compilation will be done of everyone's comments. Ms. Vivian Loyd motioned to approve the evaluation and seconded by Dr. Dieckmann. The motion unanimously passed.

Mr. Smith presented the Administrative Policy for reaccreditation efforts. The purpose is to outline the policies and procedures for annual review by the Warren County Board of Health. Dr. Brown motioned to accept the policy as presented and seconded by Commissioner Baker. The motion unanimously passed.

Mr. Smith presented the Strategic Plan for 2015-2018. The Leadership team met to discuss any changes. One objective is to improve the Existing Quality Improvement (QI) Advisory Council membership. Ms. Linda Baker motioned to accept the plan as presented and seconded by Dr. Brown. The motion unanimously passed.

Mr. Smith presented the 2014 Community Health Actions Plans. These plans are related to the Community Health Assessment that was completed last year and approved this year by the state. The three plans discussed were Fitness Activity and Nutrition, Substance Abuse, and Pregnancy and STD Prevention. The goals are set in place to address each issue. Dr. Crenshaw motioned to approve the plan as presented and seconded by Ms. Linda Baker. The motion unanimously passed.

Mr. Smith presented the Communicable Disease Program updates spanning from October 2014 to October 2015. Chlamydia and Gonorrhea cases decreased within the year, RMSF cases rises during the summer months and 1 probable Lyme Disease. Dr. Brown motioned to approve the updates as presented and seconded by Dr. Crenshaw. The motion unanimously passed.

Mr. Smith gave an update on the Quality Improvement Council. The council consists of 5 Health Department Employees that have been here two years or less. This was a recommendation from the re-accreditation review to see where processes can be improved. The goal is evaluate the continuous quality improvement process for the Health Department. This will make what's already good better for the department.

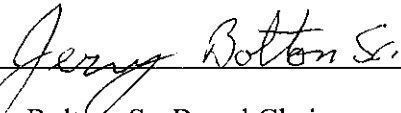
The Health Director's Report on Medicaid Cost Settlement Update was provided. The Division of Medical Assistance is still having issues and all health departments across the state have monies still pending. We have received some money and other years are in the process of being filed. The issues are being worked out but this will be a timely process.

Mr. Smith stated that Dr. O'Malley, Dr. Dieckmann, Dr. Crenshaw and Ms. Vivian Loyd are up for reappointment. A statement of interest has been received from everyone that has agreed to serve again. Dr. Brown motion to accept the 4 reappointments as presented and seconded by Ms. Linda Baker. The motion unanimously passed.

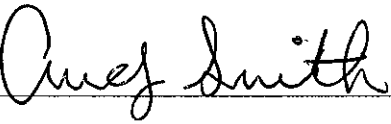
The annual Board of Health training **was** on Rabies the video lasted for approximately 10 minutes.

The next meeting is Tuesday, January 19, 2016. There being no further business the meeting was adjourned.

Submitted by:

  
\_\_\_\_\_

Jerry Bolton, Sr. Board Chairman

  
\_\_\_\_\_

Andy Smith, Secretary