



HOKE COUNTY
Department of Public Health

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Hoke County Board of Health Minutes

Regular Meeting **Special Meeting**
February 11, 2019 at 7:30 PM
Conference Room

I. Call to Order

The meeting convened at 7:30 PM with Keith Walters, Chair, and Helene Edwards, Secretary. Invocation given by Mr. Keith Walters. (Mr. Wayne Raynor of UNC Gilling’s School of Global Public Health, provided the Board of Health Orientation training from 6:00 to 7:30 PM. The Board of Health members who participated in the training were as follows: Ms. Ellen McNeill, Dr. Susan Hendrix, OD, and Mr. James Davis)

Members Present	James Davis; Dr. Susan Hendrix, OD; Kathryn Hostetter; Gail Lowery; Ellen McNeill; Dr. Mark Thompson, DDS; and Keith Walters, Chair
Members Absent	Elizabeth Hodgin, Vice Chair; Jean Squier; and Commissioner Robert Wright
Staff Members Present	Jeff Eudy, Melissa Ham, Corey Lawson, Tony Locklear, and Jenny McDuffie
Others Present	None

Quorum: Yes

II. Approval of Meeting Agenda

Motion made by Ms. Ellen McNeill and seconded by Mr. James Davis to approve the **February 11, 2019** Board of Health meeting agenda. **Motion carried unanimously.**

III. Approval of Minutes

Motion made by Mr. Davis and seconded by Ms. Kathryn Hostetter to approve the minutes from the January 14, 2019 regular Board of Health meeting as submitted. **Motion carried unanimously.**

IV. Introduction of New HCHD Employees

Helene Edwards, Health Director

- The Hoke County Health Department hired the following employees:
 - Ms. Melissa Ham, REHS, part-time Environmental Health Specialist.
 - Mr. Corey Lawson, REHS, full-time Environmental Health Specialist.

- Mr. Tony Locklear, ARTS Coordinator, for Region 6 counties.

V. Public Comments

- None

VI. Old Business

None

VII. New Business

Active Routes to School Program for Region 6

Tony Locklear, ARTS Coordinator

- Mr. Locklear summarized the Active Routes to School Program and highlighted some of the activities conducted in the ten counties of Region six. The counties represented in Region six are as follows: Anson, Cumberland, Harnett, Hoke, Lee, Moore, Montgomery, Randolph, Richmond, and Scotland.
- Preparations for Bike to School Day in May 2019 were discussed.
- Mr. Locklear reminded the Board of Health that the ARTS Program promotes physical activity among school age children.
- An ARTS infographic was given to the Board of Health members.
- Board discussed ways to increase participation in the ARTS Program in Hoke County.

Clinical Service Fees

Jenny, McDuffie, Business Officer

- The Hoke County Health Department providers expressed a need to have an EKG machine as part of the physical exams in the clinics.
- The EKG machine results would be valuable for sports physicals for children, as well as inclusion in the Child Health annual assessments.
- The costs to provide this service include \$37.00 of staff time and \$ 9.00 for the supplies for each EKG test. The proposed clinical service fee is \$50.00.

Motion made by Ms. Hostetter and seconded by Mr. Davis that the Board of Health approve the proposed clinical service fee of \$50.00 for the EKG service in the clinics. **Motion carried unanimously.**

Patagonia Health Electronic Health Record Contract

Helene Edwards, Health Director

- The contract between the Hoke County Health Department and Patagonia Health Electronic Health Record is eligible for renewal in 2019.
- Patagonia Health EHR provides incentives for the 5-year contract renewal, because it is not feasible to change electronic health record vendors annually.
- The Hoke County Health Department purchased the software in 2014; therefore, would like to continue to use Patagonia Health EHR for the clinical services provided by the department.
- By extending the Sales Agreement Term for an additional five years, the Hoke County Health Department would receive 5% discount on monthly service fees and 50% reduction on all enhancement services.

- The Hoke County Health Department would like to purchase the following Patagonia Health EHR enhancement services:

Service	One-time Payment	Current Monthly Fee	Monthly Fee (5-yr contract)
Monthly Subscription Fee		\$2,993.41	\$2,843.74
Communicator App.	\$500.00	\$149.67	\$74.84
Electronic Patient Consent Forms	\$500.00	\$50.00	\$50.00
Add orders to Labcorp	\$500.00	\$150.00	\$75.00
Patient ID Scanner	\$500.00	\$60.00	\$60.00
Immunization Inventory App.	\$500.00	\$149.67	\$0
On-site Training 2 additional days	\$0	\$0	\$0
On-site Trainings 8 days	\$5,000.00	\$0	\$0
Bar code scanning	\$3,000.00	\$100.00	\$50.00
Total costs	\$10,500.00	\$3,652.75	\$3,153.58

- Due at the time of signing a 5-year contract with Patagonia Health EHR, the Hoke County Health Department would pay **\$20,500.00** to have the enhancement services added to the current electronic health record and the monthly service fee of **\$3,253.58** would be budgeted throughout the clinical programs.

Motion made by Ms. Gail Lowery and seconded by Dr. Susan Hendrix that the Board of Health approve the Patagonia Health EHR 5-year contract with the requested enhancement services. **Motion carried unanimously.**

WIC Personnel Transition

Helene Edwards, Health Director

- As of February 15, 2019, the Hoke County WIC Program will have a vacant Nutritionist II position that needs to be reclassified to a Nutritionist I position.
- Historically, the WIC Program had the following positions: Nutritionist III (Nutrition Director/Registered Dietitian), a Nutritionist II (WIC Breastfeeding Coordinator), and a Nutritionist I. As turnover occurred in the Hoke County WIC Program, the Nutritionist II served as the Interim WIC Director and the Nutritionist I was promoted to assume the duties of the Nutritionist II/ WIC Breastfeeding Coordinator position.
- The State pays for all of the Hoke County WIC Program employees and services. No county funds are used for the WIC Program services; therefore, the Nutritionist I position is needed to control salary costs of the WIC Program.

Motion made by Dr. Hendrix and seconded by Dr. Mark Thompson that the Board of Health approve the proposed WIC personnel transition of reclassifying the Nutritionist II position to a Nutritionist I position. **Motion carried unanimously.**

Clinical Update

Cindy Morton, Nursing Supervisor

No report at this time due to an unexpected emergency.

Administrative Update

Jenny McDuffie, Business Officer

- The following table summarizes the finances for December 2018:

	December 2018
Revenues	25,399.46
Expenditures	236,595.04
State Funds Used	
State Funds Used	80,420.00
Local Appropriations	110,788.46
Medicaid	34,646.51
Fees	10,740.07
Total (<i>Expenditures</i>)	236,595.04

Health Director's Update

Helene Edwards, Health Director

- Senator Ben Clark and Representative Garland Pierce will meet with the Health Department and Department of Social Services staff on February 15, 2019 at noon to discuss legislative issues for Hoke County.
- The **Legislative Priorities** for public health are as follows:
 1. Close the Medicaid coverage gap for people who do not qualify for Medicaid and their incomes are too low to qualify for Affordable Care Act subsidies.
 2. Provide additional state funding to address increased demands associated with communicable and emerging infectious diseases.
 3. Enact Tobacco 21
 4. Restore Women's and Children's Health Block Grant funding to local health departments.
- The Hoke County Health Department is researching the cost to scan all the medical files in the Medical Records area and discard the paper medical records.
- The Maternal Child Health Grant is assisting the Hoke County Schools to create secure breastfeeding rooms for employees who need to express breast milk during work hours. The MCH grant funds will pay to furnish the breastfeeding rooms at each school.
- The Hoke County Health Department is preparing for the North Carolina Managed Care Medicaid transition that will start in February 2020. North Carolina Division of Medical Benefits have awarded five contracts to health insurance companies. The Hoke County Health Department has secured three contracts with the health insurance companies through our participation and membership with Community Care Physician Network (CCPN).

Recruitment of Engineer

Keith Walters, Chair

- The Hoke County Board of Health needs an engineer to serve on the Board.
- Ms. Edwards will follow-up with Ms. Gwen McGougan about any engineer candidates recommended by the Hoke County Commissioners.

- An ad will be placed in the News-Journal and Fayetteville Observer if no candidates are provided.

VIII. Closed Session

None

IX. Other Business

None

X. Next Meeting Date

Next regular meeting will be Monday, March 11, 2019 at 7:00 PM.

XI. Adjournment

- ❖ The meeting ended at 8:40 PM.

Motion made by Mr. Davis and seconded by Dr. Hendrix to adjourn the Board of Health meeting.

Motion carried unanimously.

Respectfully submitted by:

Helene Edwards

Helene Edwards

Board of Health Secretary

3-11-2019

Approval Date