

Lowndes County of Board of Health
July 19, 2016
Minutes

<u>Members Present</u>	<u>Members Absent</u>	<u>Others Present</u>
Dr. Mark Eanes, Chairman	Wes Taylor	Dr. William R. Grow
Dr. Mary Margaret Richardson, Vice-Chairman		Tad Williams
Dr. Randy Smith, Secretary		Kyle Coppage
Myron Faircloth		Ken Lowery
Mayor John Gayle		Brenda Nash
Bill Slaughter		Kyle White
		Sherrie White
		Teresa Giles
		Norma Jean Johnson
		Teresa Hritz
		Patrina Bowles
		Terri Ball

Call to Order

- A meeting of the Lowndes County Board of Health was held July 19, 2016 at 7:30 a.m. in the large conference room at the Lowndes County Health Department.

Public Comments

- There were no public comments.

Business

Financial Information – Sherrie White (Attached)

FY2016 Budget Closeout

Sherrie White presented the FY2016 Budget Closeout for the Lowndes County Health Department.

- There was a change of \$120,000 in Grant-in-Aid and the state provided funds for the one-percent merit increase for staff.
- The year ended with a surplus. Funding for staffing was saved and more Family Planning funds were received. Some hourly/retired staff resigned.
- Printing costs were increased this year due to the printing of immunization forms. In the FY2017 budget this amount will be decreased because the immunization budget will cover the cost of printing the forms.
- The FY2017 budget will be revised as needed.
- Fees increased from \$776,000 to \$812,000. One of the largest increases was in vital records. Norma Jean Johnson noted that the state sent down packets of vital records requests to be processed which increased vital records fees by approximately \$11,000. At this time the state is caught up and there are no additional packets expected.
- Ms. White informed the Board that the District has started billing for some hypertension services.
- There was a \$40,000-\$50,000 decrease in Administrative Claiming; however, the District has no control over this amount.
- The fund balance is currently at \$2,057,164 and the net fund balance is \$1,432,000. The new ERS liability should get smaller and smaller each year; however, there should be enough funds in the fund balance to cover the liability.

Approval of May 24, 2016, 2016 Minutes (Attached)

- Bill Slaughter made a motion to approve the minutes from the May 24, 2016 Lowndes County Board of Health meeting. The motion was seconded by Dr. Mary Margaret Richardson. All were in favor and the motion passed.

HOPWA Grant Update – Terri Ball (Attached)

- Terri Ball presented the Board with the FY2017 Grant for the HOPWA Program.
- Funding for the HOPWA Program was decreased from \$192,000 to \$128,000. Ms. Ball indicated this decrease was not due to a lack of performance but due to the District no longer having a long-term housing component, which is HUD's priority for HIV housing. Ms. Ball also informed the Board of the stipulation in the grant presented that the District would not be funded for the next grant period if there is no long-term housing component in place. The next application for funding has to be submitted in March of 2017.
- There are two employees being supported by these funds; however, Teresa Hritz, the Infectious Disease Coordinator, is working on moving the employee providing intake services to another program to help the budget and Ms. Ball informed the Board that she will also have to decrease her hours because there are not enough funds to assist clients and support two full-time employees; however, other long-term assistance options may be available. Ms. Ball will return to a future board meeting with an update on these options.
- Dr. Randy Smith made a motion to accept the HOPWA Programs FY2017 grant. The motion was seconded by Dr. Mary Margaret Richardson.
- Mayor John Gayle asked if there was any way to cover the liability for housing. Dr. Grow added that the option was explored with no success.
- All were in favor of approving the grant and the motion passed. Dr. Eanes signed the agreement during this meeting. Dr. Eanes asked Ms. Ball to return with a mid-year update.

Public Health Updates – William R. Grow, MD, FACP (Attached)

- Dr. Grow updated the Board on the status of Family Planning financials and informed the Board that the State would not be applying for Title X funding. The State office is working on providing financial assistance to Districts to provide Family Planning services. The District is working on a marketing strategy to increase health department services.
- The State is now in the sixth year of the Hold Harmless phase in. No funds have been lost up to this point. No hold harmless funds will be received in FY19. As it is calculated at this time, Lowndes will lose a maximum of \$24,000 and a minimum of approximately \$7,000. Lowndes will be much better off than expected when the hold harmless was implemented.
- The District is moving forward with installing an electronic health record system. The cost is approximately \$90,000 per year for three years and split out on a pro rata basis. Implementation will begin sometime around September, which will make the migration into ESM when it becomes available.
- The FQHC Application for Partnership has been submitted. A lot of agencies have applied for the same funding. A decision should be received sometime in October.
- The Board was polled on the option to move the December Legislative Luncheon to a Legislative Breakfast in October. The move may allow more legislators to attend. The general consensus from the Board was to change the date and time.

Nurse Manager's Report – Norma Jean Johnson

- Lowndes will host a drive-thru flu clinic at Lowndes High School on October 7, 2016 which will also count as a POD exercise.
- Staffing changes include Jessica Spells being promoted to Nursing Supervisor and Shannon Theiss was hired as a health department nurse. Bonnie McFadden is scheduled to complete the health assessment course at VSU this month. Nursing students continue to work with the health department to gain public health experience.
- Patricia McAfee from the state office will be visiting the health department on July 19, 2016. She will meet with Missy Pollock the Women's Health Coordinator and Janice Norwood who is the Perinatal Case Manager. They will discuss PCM at the Lowndes County Health Department. The goal is to gain a better understanding of PCM at the local level.
- Students have been coming to the health department to receive their immunizations and Eye, Ear, Dental and Nutrition screenings for school.
- Preparations have begun for school flu. This year only injectables will be offered per CDC recommendations. There will be no mist available anywhere.
- The health department will also be working with private industries to provide flu vaccines.

Environmental Health Update – Kyle Coppage (Attached)

- The Environmental Health Activity and Inspection reports were presented. There were no areas of concern.

Zika Update – Ken Lowery (Attached)

- Ken Lowery, District Epidemiologist, provided a summary of signs and symptoms of the Zika virus. Flyers and door hangers were sent out throughout the District including schools.
- Dr. Smith asked about the length of time the virus remains in the body and whether or not there was a possibility of effects on later pregnancies. Mr. Lowery said the virus can stay within the blood for seven days and clears itself; however there are studies where the virus can stay in men for months. The District's recommendation is to have protected sex for up to six months. Asymptomatic and pregnant females are being tested as a means of identifying any potential infection.

Announcements

- There were no further announcements.

Adjournment

- There being no further business, the meeting was adjourned at 8:40 a.m.

Respectfully Submitted,

Dr. Randy Smith, Board Secretary
Brenda Nash, Typist