

## **SAMPSON COUNTY BOARD OF HEALTH MEETING MINUTES**

**APRIL 17, 2017**

The Sampson County Board of Health met on April 17, 2017 at 7:00 pm. The following members were present: Mr. Paul Bradshaw-Chair, County Commissioner Harry Parker, Jacqueline Howard, Allie Ray McCullen, Charlotte Harrell and Wanda Robinson, Secretary.

Members not present: Dr. Jeffrey Bell, Dr. Elizabeth Bryan, Dr. Beth Turner, Linda Peterson.

Mr. Paul Bradshaw, Chair, called the meeting to order.

### **Approval of March 20, 2017 Minutes:**

Paul Bradshaw, Chair, requested a motion to accept the March 20, 2017 minutes as emailed. Motion made by Commissioner Harry Parker to accept minutes as written, seconded by Robert Butler. Motion carried.

### **Approval of March 20, 2017 Dangerous Dog Minutes:**

Paul Bradshaw, Chair, requested a motion to accept the March 20, 2017 Dangerous Dog minutes as emailed. Motion made by Jacqueline Howard to accept minutes as written, seconded by Allie Ray McCullen. Motion carried.

### **Additions/Deletions to Agenda:**

Deleted from Agenda: Updated Fee Schedule

### **Budget Presentation/Approval:**

Budget present by Tamra Jones and Wanda Robinson. See attached copy. Top page is the Budget Letter that goes with budget presented to the County Commissions.

Comparison to previous year to the current year includes entire dollar amount, does include Solid Waste-the health department is a pass through for Solid Waste- health department pays the bills-revenues go into Finance Office- Health Department does not receive any revenues from Solid Waste. Perry Solice responsible for checking on Land fill and Tire Disposal and Annual Report-Tamra does very little with Solid Waste.

Breakdown of total of Program cost by Revenue source- same Federal and State revenue staying constant-getting about the same amount this year-anticipating local revenues to be a little less this year- take report received from Finance office of local revenues collect January 1<sup>st</sup> to date, divided by 7 and multiplied by 12 to get an average. Budgeted based on this average. Insurance and Medicaid revenues done the same way. Fund balance in CC4C and OBCM outreach programs that needs to be used. Accumulate that fund balance by being paid based on the Medicaid eligible children in our county each month, not the number of children using our services. Budgeted each year based on a certain criteria, this year paid more than budgeted, there for have a surplus. Started the year off with a surplus will be using to keep from returning funds

back to State. Two positions that had lapsed salaries this year that was budgeted to use some of the surplus.

County contribution remains the same this year. We are not asking for any more County contributions this year. You will see an increase in the Salary and Fringes are up almost \$50,000 this is due to the Pay Study increase. This is the third year of the pay plan. Salary and Fringe will increase next year which is the last year of the Pay Study plan. Health Department is absorbing the increase within our other revenues instead of asking the County contribution. The breakdown is 13% EH and 46% Clinical with a few programs not clinical. Presented graphs.

Breakdown by Program as far as State and Federal revenue- how the state allocates the funds. Given a general amount from the State of \$130,000 that we can allocated out how we feel we need the funds. We have to report to the State how we distribute the funds. Chart shows how we have distributed funds to Health Department program. Wanda Robinson, this is significant that we have not had an increase from the State in the last 10 to 15 years. The State has given the health department the same amount of money- whatever we have generated has come from Insurances, Medicaid or other places.

Cost by Program-breakdowns- expenses are different from revenue- due to some programs have other sources of revenue-county contribution, revenues from insurance/Medicaid and local fees. WIC is 100% Federally Funded-CC4C and OBC 100% funded by State or Medicaid funds. They do not have any county contributions in their programs. The School Nurse Initiative -pass through only for funds-no county contribution-State gives us the money and we send the money to the schools. The School Nurse did help in the shelters this year-this is part of our agreement with the schools. Public Health Preparedness and Response program is another program that is fully funded by the State-no county contributions or other revenues. Graph on next page.

Breakdown on some of the expenses shows 50% of budget is Salaries about 23% is Fringes some fringes included are 401K, Dental and Insurances, and retirement. The increase in the Salaries is due to the Pay Study increase. Contract Services increase due to a Nurse Practitioner put on staff during time we were down one Practitioner, kept her on to help out as needed. Biggest portion, \$400,000 of contract services is nurses. Shows some of our main Medical Supplies such as Vaccines, Contraceptives, STD drugs, blood drawing supplies.

Operating Expenses- big drop noted-cause due to putting in the new phone system-rental equipment was included in the past year figures, also a drop in Telephone and Postage budgets. Other services Lab services, Courier Services and State Lab fees all fluctuate up and down- Mr. Bradshaw questioned not any one item that stands out to decrease the Other operating expenses. Tamra will be double checking the figures and will have Wanda Robinson send out to Board if one item shows changes. Wanda Robinson states that the maintenance for the phone system is not in new budget-Tamra Jones the maintenance in 16-17 budget and paying almost \$18,000 a year that is in rental equipment that is not broken down in this report. Commissioner Harry Parker in the process of the telephone system being replaced. Wanda Robinson did not pay a maintenance fee this year, enabling us to purchase a phone system this budget year.

Wanda Robinson referred back to the Budget Letter. Priorities are as we move forward-Budget of 2017-2018 year is \$3,523,882-County contributions as stated before did not ask for an increase. The difference in between this year and next year budget is the increase for the third year Pay Study. We are being asked to make up the difference.

1. Federal Funds are being looked at-new group in Washington, D. C. changes may be coming-left the same amount in next year budget-not looking for anything extra. BCCCP left just like it was if we get will put in as new revenue.
2. CC4C extra money-budgeted extra to offset salaries, save us this year to keep from having to let staff go.
3. Combined some of our line items in our budget.
4. Have been asked to look at on Line permitting in EH not as simple as we thought. Working through this process at this time, will still require a field visit before issuing the permit. Can fill out a request online, looking at being able to print permit using a pin number after the inspection(s) have been completed. Have been charged with Customer Service in everything that we do and a piece this being able to go online to access this process. Working with Mary Rose, Planning and Zoning and Myron with the Inspections office.
5. Cost Savings saving approximately \$10,000 in the telephone piece alone. Waiting on Star Telephone to send back the quote to purchase the new system this budget year. The new system will be less to maintain. Question asked who was our current carrier-Century Link. Will be unable to renew the maintenance for old phone system in fiscal year 2018. Commissioner Harry Parker the new system will be tied into IT with other county offices. Bottom line we were going to have to pay this amount whether we kept the old phone system or went to a new phone system.
6. Goshen Medical Center no longer providing Maternal Health services at the health department. We do not have our contract signed with Sampson Regional Medical Center at this time, still trying to iron out some issues. Wanda will be meeting with Dr. Howerton April 18, 2017, hopeful to work out these issues. One issue is will be difficult for Dr. Hyman to be on call at hospital and be at the health department to see our clients and meet our needs at the same time.

Some changes may be coming, not sure at this time questions with defunding Planned Parenthood, may mean more funding coming our way.

Medicaid Expansion-could be better for the health department (providers), unsure of how will affect the county, other resources that will be affected.

Allie Ray McCullen-stated “ Mr. Chairman, let me say this, I do not want to be an obstruction-I am going to abstain from voting on the budget, because I do not feel confident to vote on it with only 15 to 20 minutes to look at it. I am sure that someone has spent a lot of time on it. Is there no way that things like this cannot be sent out at least a week prior to the meeting. Is there no reason for the agenda not to be sent out a week before to the meeting? I know that the postal service leaves a lot to be desired, but I would be happy to pick up my budget and I’m just not going to vote on the budget and I want the record to show I am going to abstain, because I do not feel qualified to vote on it tonight.” Wanda Robinson responded, “Mr. McCullen what we have

done, is since our meeting last month, we found out that our members were not receiving their packets. We have moved our management team meeting up so that packet will be sent out earlier. We will start next month sending the packet out earlier. “ Mr. McCullen stated, “ The agenda came in Thursday or Friday that is fine, but something like the budget is rather important, like I said I don’t mind going and picking it up, but I can walk into a meeting and vote on a budget.” Wanda responded “We will get it to information out to you a little in advance.” Mr. Bradshaw, Chairman, but we do need to go ahead and approve it tonight. Wanda asked how the abstaining from voting would affect us. Mr. Bradshaw, Chairman stated the abstaining is a yes vote anyway. Motion to approve the budget made by Jacqueline Howard, and seconded by Commissioner Harry Parker. Wanda asked for Mr. McCullen and other board members to give input next year, when asked, how they want the budget presented. Remember this budget will go to the County Commissioners and they will go through the budget. Mr. McCullen stated, “I do not want to send something attached with my vote to the county commissioners that I may not agree with.” Mr. Bradshaw, Chairman requested Aye votes and No opposed Mr. McCullen asked that he be listed as an abstaining vote. Motion carried.

### **Consent Agenda:**

Wanda Robinson presented EH funds for \$4,416 received for state for obtaining a 91% inspection rate. The funds will be used for departmental supplies and food and lodging. Last year had a 63% this year 91%. Last year before last got \$7,000 so Tamra budgeted \$7,000 for 16-17 budget year and received \$11,416 this year, which gives us the extra revenue. Motion made to received \$4,416 EH funds made by Robert Butler and seconded by Commissioner Harry Parker. Motion carried.

### **Financial Report:**

See handout for March revenues and actives reports Tamra Jones reported that activities for March are staying constant, WIC numbers have increased in March, numbers do change, will update when receives report. EH had 85 water visits. Kathie Johnson pointed out that Immunizations had jumped up for March due to giving of immunization clinics in the schools, finished up last week, should see increased in April. Wanda Robinson pointed out that Maternal Health numbers have increased significantly.

Medicaid Revenues- Tamra spoke did have an increase in Medicaid revenues in March, Maternal Health had a big increase. Has one person working all the Medicaid denials and claims. Working to continue to increase our Medicaid revenues. Wanda Robinson pointed out the OBCM column that is based on the number of Medicaid eligibility children in our county, we receive this money every month based on that number. State holds this money in a fund balance for us. This is a good month.

Local Revenues- This includes any local fees and Insurance billing we collect. All have come up except for Child Health, most of child health clients are Medicaid or no pay. Communicable Disease clients mostly do not have Medicaid or Insurance, or do not want us to bill their insurance.

**Health Director:**

Wanda attached a hand on Child Health Report Card for 2017, on page 3 improvements with Health Check and Health Choice Insurance coverage for children, North Carolina is at a record high of 96% of children have insurance coverage up to 18 years of age. Mortality and Teen Pregnancy rates are down for the state. Sampson County still has one of the highest rates of Teen Pregnancy in the State.

Wanda reiterated that the board packets will go on the Monday after the Team Management meeting is held on the first Thursday of every month. This will go into place next month. We send the packets electronic and a hard copy.

**Public Comment:**

None

**Adjournment:**

Motion was made by Robert Butler to adjourn meeting, seconded by Commissioner Harry Parker. Motion carried.

No further business, meeting was adjourned.

Ray S. Branchaw 6-12-17  
Chairman Date

Wanda Rabner 6/12/2017  
Secretary Date