



Macon County
Public Health

**MACON COUNTY BOARD OF HEALTH
MINUTES
May 26, 2015**

Members Present: Frank Killian, MD - Chairman, Teresa Murray – Vice Chairman, Emily Bowers, Nathan Brenner, DDS, Carole Peterson, MD, and Chris Hanners

Absent: Stacy Shannon Pharm. D., Dr. Roy Lenzo, Molly Phillips, Paula Ledford, and Commissioner Paul Higdon

Staff Present: Jim Bruckner, Tammy Keezer, Becky Barr, Jimmy Villiard, Barry Patterson, Lindsey Oakley, Jane Morgan, Sarah Tennyson & Charlene Bellavance.

Public Comment: There were no members of the public in attendance.

Media: Mike Parks with The Franklin Press was in attendance.

Call to Order: The meeting was called to order at 6:20 by Chairman Killian.

Approve Agenda: A motion to approve the agenda as presented was made by Dr. Peterson and seconded by Dr. Brenner. The motion passed unanimously.

Welcome/Intro/Departures/Recognition:

Mr. Bruckner introduced Mr. Chris Hanners who is the new Engineer representative on the board and agreed to fill the remaining term of Russell Stevenson.

Mr. Stevenson, who was not present at this meeting, was recognized for his years of service on the board from 2008 to 2015.

Mr. Bruckner noted that interviews were conducted by him and two other county health directors, who have been Environmental Health Supervisors in the past, for the replacement for Barry Patterson. Mr. Kyle Jennings was chosen as the best candidate and will be attending the board of health meetings in the future.

Presentations: There were no presentations.

Approve Minutes of Previous Meeting: Mr. Bruckner noted that the gentleman who spoke under public comment was Mr. Bowers not Powers. Ms. Keezer noted that under the Welcome/Intro/Departures/Recognition portion of the minutes that worldwide newsletter should be changed to State wide newsletter. A motion was made by Ms. Porter-Bowers and seconded by Dr. Peterson to approve the minutes of the April 28, 2015 meeting as revised. The motion passed unanimously.

Old Business

Construction Authorization: Mr. Bruckner reported that in response to the guidance from Chairman Killian at last month's meeting Commissioner Higdon invited Mr. Bruckner to come to the Board of County Commissioner's meeting last month to discuss a fee waiver for the construction authorization. Mr. Bruckner indicated that in December 2014 we received guidance from the state regarding the non-transference of septic Construction Authorization (CA) Permits with a change in ownership. Because of the change CA permits become invalid at the time of purchase by a new owner. Mr. Higdon asked if the Commissioners would waive the fee. The commissioner's agreed. If there is no change in the site plan or the size of the dwelling there will be no fee. If either of those items change owners would have to reapply for the permit and pay a new fee. For permits issued during the affected period the fee will be waived [NOTE: all the affected permits will naturally expire by December 2016]. Permits issued in the future will be to advise those individuals to apply just for an IP and not pull a Construction Authorization (CA) septic permit until they are ready to put it in the ground. Environmental Health is issuing refunds to property owners who purchased permits as a consequence from December until the date of the commissioner's meeting. Dr. Killian asked if there was a significant loss of income due to the fee waiver. Mr. Bruckner indicated that he did not see that we would have more than a handful due to the slow transition of property. He discussed this with Kyle Jennings and he will be looking into fees that other counties are charging for permitting and comparing it to ours. Mr. Patterson indicated that in the past when we have reviewed these fees we have found that our county fees are comparable to other counties. Mr. Bruckner has asked Mr. Jennings to present his findings at next month's board of health meeting.

Budget Update: Ms. Oakley referred the board members to the report in their packets. A copy of her report is attached to these minutes. She noted there were a few expenditure items in the budget that have not yet cleared i.e. vehicle, ultrasound machine, employee health medical equipment and supplies. Additionally, there are some revenues which are not showing on this report i.e. \$11,000 for Environmental Health, rent from CDSA and, tobacco funds which Mr. Bruckner will talk about later. Ms. Keezer noted that the 2015/16 budget was presented to the County Manager and the Commissioners. We have not heard anything at this time from the Commissioners or been asked to appear before them.

Old Franklin Landfill: Mr. Bruckner noted that there were several questions raised at the last meeting regarding this issue. Since then they have met with Chris Stahl from the landfill and Mike Franks from The Franklin Press. Our job is to monitor the abandonment of the wells. What has been done in the past is to disconnect the power from the well and disconnect plumbing from the homes, which does not meet the requirements for properly 'abandoning' a well. This is not an imminent health hazard as long as these wells remain disconnected from the homes there is not an immediate risk. Our responsibility at this point is to make sure that no homes are reconnected to these wells and that they are all abandoned properly. Mr. Patterson noted that there was a new approved grout that the contractors will be using to fill and abandon the wells. Ms. Mason, REHS in Environmental Health will be the point person for continued monitoring of the well abandonment process and will be keeping the new Environmental Health Supervisor, Mr. Jennings, up to date on any changes in this topic.

New Business

Public Health Law Update: Ms. Keezer noted that she and Mr. Bruckner had attended the annual Public Health Law update conference in April. Ms. Keezer and Mr. Bruckner reviewed/discussed with the Board members the following topics which were covered at the conference: Social Media, Isolation and Quarantine Authority of the Health Director, HIPAA Breaches, Delegation of Authority from the Health Director, Responsibility for Decedents and Rabies Control. A summary of the information covered follows...

Ms. Keezer covered the topic on social media. She indicated that it was suggested that when we do our client surveys we ask them what types of social media they prefer to use. She also indicated that anything that is

posted on any of our social media sights is subject to the public information law and has to be kept as public record for a period of time.

Mr. Bruckner reviewed the Isolation and Quarantine information discussed at the conference. He noted the Isolation or Quarantine order can never exceed 30 days. If more than that is required it has to go to superior court and it can only be extended another 30 days. The only case Mr. Bruckner has ever seen was a case of a TB patient refusing to take their medication.

Ms. Keezer reviewed HIPAA policy and noted that the County should have its own HIPAA policy and that is the policy we should be following. We currently have our own department HIPAA policy. Ms. Keener is in charge of our agency HIPAA policy.

Mr. Bruckner discussed Delegation of Authority from the Health Director. He noted that there is currently an authorization on file for Mr. Patterson to act on behalf of the Health Director in the event an animal needs to be isolated or quarantined. Ms. Keezer has been given authority to act on behalf of the Health Director in the event of any personnel issues and isolation/quarantine of humans. The state has indicated that there should be a copy of the letters on file with the state and are recommending having one individual named and to assume all responsibilities of the Health Director. This would only apply if the Health Director is not available and cannot be reached. Every effort must be made to contact the Health Director before any actions can be taken. Mr. Bruckner will be updating the delegation letter to the state and keep the board updated.

Ms. Keezer discussed the Responsibility of Decedents and reviewed our responsibility in private burials, transporting of a deceased body outside the state for burial and several other reminders of our role in deaths as the Deputy Registrar for Death Certificates and Vital Records. She highlighted for discussion a new trend called “green burials”, which is the composting of human remains. This is being piloted at Western Carolina University and can be read about in an article in the Wall Street Journal called “Corpses to Compost”. This is in the experimental phase. Dr. Peterson asked about the actual process. Ms. Keezer gave an overview and referred members to the referenced article.

Mr. Bruckner noted that there was also discussion regarding rabies. There are only three people in the state that can give rabies shots, a registered vet, a vet technician who is directly supervised by a vet and certified rabies vaccinators. Animal control is to notify Health Director within 24 hours if an individual shows up in an ER or doctor’s office with a dog bite. The animal should be quarantined and this must be coordinated through the local Health Director. There is a Dangerous Dog board that can hear appeals once a dog is determined to be dangerous or potentially dangerous. The Health Director is the only one that can declare an animal vicious.

Mr. Bruckner noted that this was part of our annual Public Health Law Update for the Board and was an accreditation requirement every year. He asked if anyone had any additional questions or comments. There were none.

Operating Procedure Policy Change: Mr. Bruckner referred the board members to the attachment in their books. He noted that as a result of the workgroup lunches they had with the Board members he has proposed an additional item under order of business in the Operating Procedure of the Board of Health. The suggested change is to add a Next Meeting topic to the meeting agenda. This can be used for agenda items board members want to discuss, general updates, emerging issues, etc. After a brief discussion a motion was made by Dr. Peterson to add the suggested items to the board of health agenda. Ms. Porter Bowers seconded the motion. The motion passed unanimously.

1422 Chronic Disease Grant: Ms. Tennyson reported that the official name of the grant is State and Local Public Health Actions to Prevent Obesity, Diabetes, Heart Disease and Stroke (ODHDSP). There are four budgets that have to be submitted for this grant. We are one of five regions who received the grant and the only one from the west. A copy of Ms. Tennyson’s PowerPoint presentation is attached to these minutes. The first component of the grant is the Environmental Health component. The focus of this component is to promote

healthier options in schools, stores, homes, churches, etc. The next component is the lifestyle change component which will be focusing on diabetes education and prevention programs. The third component relates to the quality improvement and measures at the provider level. The last component is the increase the clinical linkages in the community to support heart disease, stroke and diabetes prevention efforts so providers know where to refer their patients. There will be two positions in our territories for supporting personnel. Ms. Tennyson asked if any of the board members had any questions. Dr. Killian asked when we would be getting the grant. Ms. Tennyson noted that the grant started in April. Dr. Peterson noted that Memorial Mission is going to the ACO plan as well and asked if there was any way to coordinate with them. Mr. Bruckner noted that they have actually met with some of the Mission personnel to coordinate some of these services. The first service we have discussed piloting with them is the diabetes program. The management of the physician practices is done through Mission. MAHEC is providing all of the quality improvement efforts. Mission Health Partners includes all of the Mission Medical partnerships and the Medicare ACO that was formed back at the beginning of the year. We are having these discussions regarding partnering and will continue to pursue this. Dr. Peterson asked about centering programs such as peer support group education for OB and Diabetes. Mr. Bruckner indicated that we do currently provide Diabetes education classes and will continue to keep discussion flowing for others.

Environmental Health – Food & Lodging – Restaurant Closures: Ms. Morgan, REHS was asked to come before the Board of Health to discuss our food and lodging program and the procedure for restaurant closures. She noted that recently she has been involved in a significant closing due to a sanitation score less than 70. She indicated another possibility for closure would be in an investigation of food borne illness outbreak which we have not had in Macon County for more than seven years. Environmental Health receives both valid and unwarranted complaints and is required to investigate both. The requirements are very specific regarding heating and cooling of potentially hazardous foods. During the most recent investigation the majority of food item they looked at had not been stored or heated properly. The staff present at the facility was inexperienced and not properly trained. Mr. Patterson noted that this is not an easy decision to make and he complimented Ms. Morgan and Mr. Mintz on an excellent job in this case. Ms. Morgan mentioned that the restaurant owners have an option to appeal and there is a legal process for the protection of the public that must be complied with after the closing is put into effect.

Form Fees: Ms. Oakley noted that we did not have a fee for the completion of forms that need to be completed in relation to a clinic visit and we would like to add this fee. This fee would not be imposed for the first form associated with the purpose of the visit but would apply to subsequent forms requested by the patient. For example, an appointment for a school physical requires the Physician to fill out the school physical form which would be done at no charge. However, if the patient requests a sports form or work form be filled out in addition to the school form, there would be a charge for the sports and/or work form. We are proposing a \$25.00 fee for each additional form. These forms would be completed within a 24 hour period. A motion was made by Dr. Peterson and seconded by Dr. Brenner to approve the request for a forms fee of \$25.00. The motion passed unanimously.

Primary Care Fee Structure: Mr. Bruckner noted that they wanted to advise the board of the need for primary care in the community. Public health is not generally a primary care provider. We have our free clinic here and in Highlands. There are a lot of acute episodic patients that are seen through the free clinic. However, we do have the availability to expand some of the primary care services we can offer. Currently we provide services to our Family Planning clients as it is less expensive for us to provide the services here than it would be to contract out for these services. If we expand these services we want to be able to offer an application process and get a mix of insured, underinsured and uninsured. Dr. Dewhurst is here Monday, Wednesday, Thursday and Friday and we could expand the number of primary care patients he sees. We believe he would have the capacity to add approximately 100 – 150 patients. Danielle Koman will be spending the majority of her time seeing employee health patients; however, we are discussing the possibility of her having an additional 50 primary care patients. We would like to consider uncomplicated primary care patients. We would also like to focus on those patients who are over twenty one. We are having discussions already regarding the primary care fees. We have discussed a sliding fee scale. All of the options will need Board approval. This discussion is meant to be

informative and we will continue to have these discussion. Dr. Peterson said she felt that it would be difficult to limit the agency to non-complicated patients. Mr. Bruckner noted that we would like to stay away from pain management and other complicated types of services. Dr. Peterson asked about how we would be able to set our limitations and guidelines for accepting patients. She suggested that the adult population between twenty one and fifty would be the patients to focus our care on. She also suggested that Dr. Dewhurst will be our best resource for this type of information. We want to focus on those patients who we won't have to refer out. Dr. Peterson commented that there is a definite need in the community for this level of service. Dr. Peterson also noted that she would be a proponent for a sliding fee scale for those who are underinsured. Dr. Killian noted that the board should continue to be included in these discussions in the future. Mr. Bruckner indicated that there will be a lot more discussion happening and we just wanted to get the Boards approval to pursue this avenue. He also indicated that there is so much need in the community for our services that we are currently referring patients to the free clinic and they are not able to be seen for four weeks. Dr. Killian asked if this could not be a MAHEC rotation of the practitioner. Dr. Peterson also said the Western North Carolina nurse practitioners may also be an option. This may also be a teaching opportunity for Ms. Koman. The Board asked to continue this conversation at the next meeting.

Board Training and Information: There were no items.

Announcements: There were no announcements.

Next Meeting Date: June 23, 2015

Adjourn – A motion to adjourn was made at 8:12 by Ms. Porter-Bowers and seconded by Dr. Peterson. The motion passed unanimously.

Respectfully submitted,

Charlene Bellavance

These minutes were approved on June 23, 2015 with a motion by Dr. Peterson and seconded by Mr. Hanners. The motion passed unanimously.