

**Buncombe County Department of Health
Board Minutes
December 9, 2010**

The Buncombe County Board of Health held its monthly meeting at the Hughes Building, December 9, 2010.

Department of Health Board Members Present: Dr. Richard Oliver, Bill McElrath, Mike Goodson, L.C. Ray, Susanne Swanger, Winnie Zeigler, Dr. John Whitener and Gibbie Harris.

Staff Present: Julie Montanea, Lisa Eby, Jim Holland, Karan Smith, Rich Munger and Terri Rogers

Chair, Dr. Oliver called the meeting to order at 6:10 pm.

DISCUSSION & REVISION OF PROPOSED AGENDA/ADOPTION OF AGENDA

Dr. Oliver mentioned that the agenda is a bit different than in the past, and this is due to the update of the Operating Procedures and changes made in the order of the agenda. He asked if there was anything that needed to be revised. No one had any revisions. Ms. Zeigler adopted the agenda, seconded by Mr. Ray.

MINUTES

The minutes of the October 14, 2010 Meeting were presented. Ms. Swanger made a motion to accept the minutes, seconded by Dr. McClain.

QUESTION and ANSWER MONTHLY REPORTS:

Financial Report

The expenditure report shows that we are at 41.67% of the way into the budget year. With a bit higher percentage in payroll due to July having 3 payroll dates. November also has longevity payments to employees, so that shows a bit higher.

Expenditures also have some items over the operating costs that are for fixed costs that are taken out at the beginning of the year for parking deck fees.

Dr. McClain asked what longevity payments were. Mr. Holland explained that those are payments to employees are to recognize long-term service of permanent full-time and permanent part-time employees who qualify for benefits under the Local Governmental Employees' Retirement System.

Revenue predictions included flu clinic which was some different this year. Vaxcare was the agency and they purchased all supplies that actually have the injections with them and they are paying us for that service. We did have the overhead of setting up and collecting fees, etc. We are still looking at the overall outcome of this newest way of holding the flu clinics.

Mr. Holland said that it looks like we are 400 thousand under revenues at this point in our revenue projections.

HR Report

Overall this report graph that you see is a goal that shows we have had little to no overturn in staff.

Performance Analysis Review

The PAR for the Department of Health is in the packets.

Behavioral Health

Mr. Munger highlighted the section of Mental Health on his report that in the Mission Hospital Emergency Room now operates a 24/7365 "Drop Off" by law enforcement. Savings of 36 hours that an officer used to spend sitting in ER, now are able to be back in regular duties.

All the reports are included in the board packets. Dr. Oliver asked if anyone had questions about the reports. No questions were noted.

OLD BUSINESS: None

NEW BUSINESS: Our Operating Procedures are written up with the Board electing Officers each year in January, with our January meeting's now also being an integrated meeting it may be more effective to hold off our election of Officers until February 2010. Dr. Oliver motioned to elect officers in the February Board of Health Meeting seconded by Mr. Whitener, motion passed.

DIRECTORS REPORT:

Ms. Harris shared with the Board that just today a pertussis case has come to the attention of the Department of Health that is from a child currently attending a daycare facility in Buncombe County. Disease Control staff are on the case and contacting parents of the daycare with information on pertussis and offering those that are not current on immunizations.

This is the budget season and as we are working on budgets, the County Manager has requested that each County Dept look at budgets and come up with a 5, 10 & 15% cut for next year. Our draft is due to her in February. All of our services are being looked at to determine who is best to provide them. Is this something that could be partnered with outside agencies, keep at the DOH or, keep but utilize staff in a contractual basis rather than retain as county employees on payroll with the benefits that go along with being a county paid employee. Contracting out staff will decrease our budget in order to meet the request of the cuts. The proposed plan will have to be approved by the County Manager.

We have already begun the process of moving our Pre-natal services beginning on July 1, 2011 to MAHEC Family and WNCCHS. We will continue to provide WIC at those locations for expectant mothers and children. We will also have MCC workers at WNCCHS.

The PHRST team staff will be contracted out through NC Public Health Alliance this year also.

Ms. Swanger asked what happens with the contracted staff and the benefits. Ms. Harris along with Mr. Holland and Ms. Eby answered that the benefits will no longer be there. They will not have the vacation, sick, or personal leave they currently acquire, but any sick leave they currently have will stay in the system for 5 years if they ever come back to County Employment. They will not have insurance benefits with the County.

CHAIR COMMENT:

PUBLIC COMMENT: None

The next meeting will be held in January for an Integrated Meeting. Location will be announced.

Chair, Richard Oliver adjourned the meeting at pm.

Respectfully submitted:

Gibbie Harris, Secretary

Adopted:

Richard Oliver, Chair