

Cherokee County Health Department BOH Meeting Minutes
Monday, September 11, 2017
6:30 p.m. – Health Department Conference Room

Members Present: Chris Dickey, Brett Nourcier, CB McKinnon, Mike Bradberry, Jeff Martin, MD, Jerry Townson, Grady Hester, DVM

Absent: John Hyer

Public Present: None

Meeting Call to Order: Chairman Chris Dickey called the meeting to order.

Invocation: CB McKinnon gave the invocation.

Public Comments: None

Amend the Agenda: A motion was made by CB McKinnon to add the annual selection of chairman and vice-chairman to the agenda; Mike Bradberry seconded the motion. The motion carried.

Approval of:

- a) **Approval of minutes:** Members reviewed and approved the minutes for the July 10, 2017 meeting. Jeff Martin made the motion to approve the meeting minutes Grady Hester seconded the motion. The motion carried.
- b) **Annual Selection of Board Chair/Vice-Chair:** Jeff Martin made a motion to elect Chris Dickey Chairman and John Hyer Vice-Chairman for the year; Mike Bradberry seconded the motion. The motion carried.
- c) **2017 Flu Shot Fees:** The proposed fee of \$25 was presented to the board for the 2017 flu vaccine. Discussion was had around where that fee was in-line with other local businesses and it was shared that we would be slightly higher than some of the individually owned pharmacies but lower than the corporate owned. Brett Nourcier made the motion to approve the fee; CB McKinnon seconded the motion. The motion carried.
- d) **Telemedicine CPT Fee:** The telemedicine facility fee Q3014 was presented for approval to the Board in the amount of \$25. This will enable the Health Department to bill the facility fee when providing telemedicine services in addition to the regular procedure code. TI was discussed that the fee is in line with are contracted reimbursement rates to allow us to maximize reimbursement when eligible to bill. Jeff Martin made the motion to approve the fee; Brett Nourcier seconded the motion. The motion carried.
- e) **Annual approval of Health Directors job description:** The Health Directors Job description State Form PD-102R was presented to the board for review and approval. The Board discussed some of the various components the description to make sure that it was consistent with State Statutes and it was discussed that it has not changed from what was approved in prior years. Mike Bradberry made the motion to approve the job description; Grady Hester seconded the motion. The motion carried.

- f) Annual adoption of Board Operating Procedures:** The Board reviewed the operating procedures and discussed the version of Robert's Rules of Order Newly Revised which is the current authorized edition of Robert's Rules of Order. It was also discussed why the exact procedures for dismissal of the Health Director was not detailed in the operating procedures. It was explained that the authority to appoint and dismiss were authorized under NC General Statutes and the detailed procedures for dismissal were laid out in NC Administrative Code under the State Personnel Act. The Board further discussed the Environmental Health and Clinical sub-committees and how that was left to the Chairman to appoint as necessary. CB McKinnon made the motion to approve the operating procedures; Brett Nourcier seconded the motion. The motion carried.
- g) Pregnancy testing as a Family Planning Service:** A proposal was presented to the Board to move our pregnancy testing under our Family Planning Services instead of a flat fee services. It was explained that this will enable the Testing and Nurse counseling time to be billed and fall under the Family Planning sliding fee scale to hopefully reduce the cost and enable access to more comprehensive Family Planning Services since we would complete a financial verification at intake. This also would enable us to bill and get reimbursed for those services for patients who have insurance that covers these services. The Board was concerned with the potential impact on those individuals that have too much income and what were the maximum potential charges which would be \$71 under our current fee schedule as opposed to the \$11 flat fee currently charged. It is anticipated that this will benefit more individuals based on our patient population and will help to count those services towards our Family Planning program. It was discussed that if we felt that there was a negative financial impact on our patients that we could bring the issue back before the Board to re-implement the flat fee. CB McKinnon made the motion to approve the proposal; Grady Hester seconded the motion. The motion carried.

Health Director Comments:

- a)** The departmental reports for Clinic, Lab, Rabies, FLI and Environmental Health were provided to the Board for review. There was limited discussion as these are routine reports to help show productivity of the numerous programs. Two areas were highlights. The first was the 20% increase since April 1, 2017 in clinical services provided since bringing Dr. Lane on board when reviewing the past 14 months of clinical services. We also discussed the consistent flow of on-site and well permits over the past three fiscal years. General discussion was had around permit wait times and staying ahead of any increase in demand.
- b)** David Badger reviewed with the Board the 2013 Medicaid cost settlement. We discussed the history due to the retroactive application of the population statistic after the 2013 Cost Settlement payments were issued. It was discussed that this should not be an ongoing issue since DMA applied the new statistic to the 2014 and subsequent cost settlements. Based on DMA's procedures we appealed the payback and scrubbed the charges report in accordance with DMA's guidelines. This allowed certain charges that were previously considered in determining the payback to not be considered based on a court ruling in the Cabarrus County lawsuit. This potentially reduces our payback from \$81,954 to \$67,663.27 but cautioned that this is an estimate and that DMA will send us the final

amount. It was also explained that the NC General Assembly sent Cherokee County through a special appropriation \$73,567.49 to help cover the anticipated payback and that we anticipate to be able to cover the full amount of the payback with the funds appropriated to help hold the county harmless.

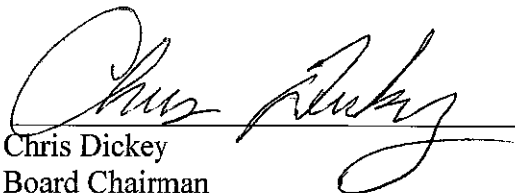
- c) David Badger gave a quick update on the increase in confirmed Rabies cases over the past few months and discussed with the Board public service announcements that have been and will be going out to educate the public on vaccination requirements for domesticated animals, best practices for interaction with wild animals and what to do in the event of a suspected exposure.

Other Comments: Candace Baldwin gave an update to the Board on our Hepatitis C clinic and that we have successfully begun treatment and received medication through prescription assistance. Candace also updated the Board on the receipt of a grant through the Office of Rural Health that will enable the Health Department to get reimbursed up to \$39,300 for uninsured patients who receive clinical services within our health department from September 2017-June 2018.

Next Board Meeting: The next board meeting will be held on November 13, 2017 at 6:30 pm at the Cherokee County Health Department Conference Room.



David Badger
Health Director, Clerk to the Board



Chris Dickey
Board Chairman