

Cherokee County Health Department BOH Meeting Minutes
July 13, 2015
5:30 p.m. – Health Department Conference Room

Members Present: Alan Keith, Curtis Brown, Mike Davis, Dr. Amanda Gambil, John Hyer and CB McKinnon

Absent: Dr. Mark Gilbert, Audrey Hughes, Holly Gutierrez, and Dr. Don Ambler

Press: No press was present

Public Present: No public was present

Meeting Call to Order: Chairman Alan Keith called the meeting to order

Invocation: Commissioner CB McKinnon gave the invocation

Approval of minutes: Members reviewed the minutes from the May meeting. No necessary changes. Motion made by CB McKinnon and seconded by Curtis Brown to accept minutes as written. Members also reviewed the minutes from the June Emergency-Called Meeting. Motion made by Amanda Gambill and seconded by CB McKinnon to accept minutes as written.

Departmental Reports: Copies of Departmental Reports including On-Site, Food and Lodging, Rabies Prevention and Control, and the Clinical Report were provided for all members. Towanna Roberts noted the highlights of these reports including; Philip Anderson participated in a broadcasted radio interview providing rabies and rabies control and prevention information to the public. She also reported a small, controlled outbreak of Pertussis. A few families with 6 to 8 children each were exposed to the one clinically-diagnosed case. All contacts were notified and treated as required.

The staff had a team for Relay for Life. We raised approximately \$1,200.00. Several of us were at the park to participate in the event when a thunderstorm and downpour of rain occurred. The event was cancelled due to the weather.

The Annual Communicable Disease report was presented by Towanna Roberts (see attached). The report shows a decrease in Chlamydia and Gonorrhea, while Pelvic Inflammatory Disease is slightly increased. No Lyme Disease has been reported since 2013. Rocky Mountain spotted fever is down. Salmonella is up at 4 each, Campylobacter is down to 1 each, and Listeria is up to 2 each. Acute Chronic diseases are stable around 3 each. Perinatal acquired Hep B is up to almost 1, and Acute Hepatitis C is down. Group A Strep is down and Legionella is down, with both reporting 1 patient each. She also noted a rise in Hepatitis primarily attributed to IV drug use and sharing needles.

Patient Origin Report: Both the Andrews and Murphy office collected data on where the patients live who used the facility (commencing as of June 12) - see report attached in Director's presentation). **Murphy Clinic saw a total of 251 patients with 28 or 11% of them living in Andrews.**

Andrews Clinic had a total of 97 patients who presented (commencing as of June 12), and was only able to care for 49 patients resulting from **no mid-level provider, lab tech or RN being onsite on the day patients presented. 89 or 91% of those who presented lived in Andrews. Services not able to be provided at Andrews included:**

- **17 Lab Draws**
- **14 Mid-level Provider Visits**
- **16 RN visits**
- **1 WIC**

Hiwassee Dam School Based Health Center: The Hiwassee Dam School Based Health Center update included a review of conversations and visits between the principals; Board Chair, Alan Keith; Board Member, Dr. Mark Gilbert; Health Department Director, Towanna Roberts; and Health Educator, Sara Wilson. The principals have been very encouraging and eager to get new employees hired and be ready to open the clinic by the time school starts on August 24, 2015. Towanna and Maria Ward (Clinical Supervisor) have planned to attend the PTA and Open House to be held at Hiwassee Dam on Thursday August 20, 2015. They will also open the clinic for all parents and students to visit. Towanna shared information about the one application received to date for the mid-level provider position. His name is Galen Edwards. Galen moved to Ranger as a freshman in high school and graduated from high school at Hiwassee Dam. He is very eager to complete our interview process. Towanna and Maria feel he is the perfect candidate for this position at HDSBHC. He wants the position because of his ties to and love for Hiwassee Dam. He is a visionary and has lots of good ideas for moving forward with SBHC. His only concern is the low rate of hourly pay and the position only being 32 hours per week. He asked me about part time work. I have contacted MMC ER Physician, ER Manager and CEO to ask for a possibility of the hospital using Galen one day a week. The CEO was open to this idea. Galen also stated his wife would need to find a teaching position. I contacted Jena Hardin and Kim Gibson and asked them to please look for her application to be received. I am very hopeful that he will come here, but he is very concerned about pay and the student loans he is obligated to repay.

In addition to the one provider application, I have received 45 Medical Assistant Applications. Only half of them actually hold the degree required for the position. I have reviewed all applications and put them in order based on their education and experience. However, I am not planning to interview any of these applicants until we hire a mid-level. If we are unable to hire a mid-level, we will have no need for a medical assistant.

Fee Approval:

Towanna asked that the fee approval for Gardasil be tabled until the next scheduled meeting because she felt the need to review all immunization fees for any needed changes at this time.

Cherokee County Health Department
Board of Health
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Executive Session: Alan Keith made the motion to go into Executive Session. Curtis Brown seconded and motion carried. CB McKinnon gave an update from the Board of Commissioners on the status of the Cherokee County Health Department's Memo of Understanding with the Eastern Band of Cherokee Indians. Curtis Brown made a motion to close executive session, Amanda Gambill seconded and the motion carried.

Being no other comments, Alan Keith announced the next board meeting is to be held on Monday September 14, 2015, and adjourned the meeting at 7:15 pm.

Towanna Roberts, RN
Health Director

Alan Keith
Board Chairman