

Cherokee County Health Department BOH Meeting Minutes
Monday November 9, 2015
5:30 p.m. – Health Department Conference Room

Members Present: Alan Keith, Curtis Brown, Mike Davis, Dr. Amanda Gambill, Chris Dickey, CB McKinnon, Dr. Mark Gilbert, Dr. Holly Gutierrez and Audrey Hughes, RN

Absent: Dr. Don Ambler and John Hyer

Press: Dwight Otwell, The Cherokee Scout

Public Present: No public present

Public Comment: None

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

Invocation: Commissioner McKinnon gave the invocation.

Approval of minutes: Members reviewed and approved the minutes for the September meeting. One correction to the members absent to include Holly Gutierrez was recommended. Mike Davis made the motion to approve the minutes with the noted correction. Curtis Brown seconded the motion. The motion carried.

Environmental Health Changes: Trevor Peterson reported changes mandated by the state of NC for Environmental Health (House Bill 765) allowing time for questions, answers and discussion. He also gave the Environmental Health Reports for September and October. Citizens now have the option to hire an engineer at their expense in lieu of using Environment Health employees, however the health department will have to inspect the final product. This will most likely only affect commercial and have no impact on residential. This will begin January 2017. Environmental health activity is up compared to this same time last year. A comparison of staffing to productivity was shared. This comparison showed other local counties utilize more staff with less productivity than Cherokee county. We may need to look at personnel increase as business increases. Trevor and Towanna will bring this to the board as needed. Philip remains certified and could step in to help with very little orientation, etc.

Departmental Reports: Copies of the departmental reports were given to each member for review (see attached). Towanna noted there was no unusual information in the reports. WIC program dollars brought to Cherokee County businesses for the last fiscal year was \$577,315.53.

Health Director Comments:

Clinic has been very busy. They participated in October Breast Awareness Month with outreach at football games, Ladies Night Out, and other educational information in house. Clinical updates

and graphs were shared showing services provided at Andrews and Murphy Clinic. Both clinics showed trends up with services.

Flu Vaccine Campaign Report: Flu Vaccine Campaign to date has been very successful. During the month of October we gave 836 flu vaccines.

Kate B Reynolds: Check for 84,617.00 was rewarded after Towanna met with board member and Director to advocate for Cherokee County. After many letters and reports of explanations, etc. were submitted. The decision was made to give us the money.

Electronic Health Records Update: Waiting on the state. The new laptops have been purchased (5) with grant money and have been installed at Murphy.

Ladies Night Out: Candice Laney, RN (BCEP Nurse) participated with Breast Cancer Prevention and Education. We also provided promotional gifts. In November, Nancy Hartsock, FNP will be the guest speaker at the Ladies Night Out. She will present Diabetic Education/Prevention as November is National Diabetes Month.

School Based Health Center/Personnel Updates: Hiwassee Dam School Based Health Center remains closed due to no mid-level provider. We now have an excellent applicant and will interview her on November 19, 2015. She comes with high recommendations and experience in both the health department and school based clinic. The school administrative personnel will participate in the interview process.

New Policy Approval: The Children at the Workplace Policy was presented for approval. (See policy attached). Information and comments were shared from Terrie Snowden, Scott Lindsay, Randy Wiggins, Charlie Eaton and Melody Johnson (see attachments). Discussion including pros and cons was held. Dr. Gilbert mad the motion to approve the policy. Dr. Amanda Buchanan seconded the motion. Discussion followed. Mr. Keith questioned reasonable accommodations for staff with children. Commissioner McKinnon recommended changing opening hours to 0800 to coincide with all other county office openings. Mr. Davis recommended no policy, and that the board should not get in the middle of this issue. Dr. Gilbert reminded the group that this is a federal issue involving HIPAA, OSHA, and other regulatory bodies .Dr. Holly Gutierrez told the board that the schools have programs on site including "Walk and Talk" for children who arrive at school early each morning and these programs are supervised. The motion was voted on. Several board members did not vote. CB stated "a failure to vote is a yes". Mr. Keith called for another vote by raising their hands. The motion carried.

The second policy, Child Health Car Seat Program was reviewed. Discussion, Questions and Answers followed. The motion to accept the policy was made by Chris Dickey and seconded by CB McKinnon. The motion carried.

Executive Session: No need for an Executive Session

Other Comments: None

Next Board Meeting: The next board meeting will be held on January 11, 2016 at 5:30 pm at the Murphy Health Department Conference Room.



Towanna Roberts, RN
Health Director



Alan Keith
Board Chairman