

Cherokee County Health Department BOH Meeting Minutes
Monday January 11, 2016
5:30 p.m. – Health Department Conference Room

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

Absent: Dr. Mark Gilbert and Dr. Don Ambler

Press: No press was present

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 November 9, 2015 meeting, with the motion to approve being made by Curtis Brown and the second from Mike Davis.

Debt Set-off: Nicky Stalcup reported to the board the FY2014 debt set-off of \$5,647.80. A large reduction from prior years in part to accepting more insurances and revised collection actions. CB McKinnon asked Nicky Stalcup to establish a minimum cutoff for turning unpaid patients over to county collections before the next meeting. Debt set-off tabled until the next meeting.

Departmental Reports: Copies of the departmental reports were given to each member for review. Towanna noted there was no unusual information in the reports.

Health Director Comments

Flu Vaccine Campaign: Tammy Clinger coordinated outreach efforts for a great campaign with 20 off site locations visited and over 1,503 Flu Vaccines administered. Towanna Reported it's has been a very mild flu season.

Electronic Health Records Update: No new information

Andrews Health Center (AHC): Towanna reported that in November and December the total number of patients served was 243. Over 70% of those served were from Andrews. The number of unable to serve patients dropped from previous months to 44. Evaluation of AHC viability will occur at the end of the fiscal year.

Murphy Clinic Productivity: Towanna reported that in November and December 1,248 patients served, 70% of those were from Murphy.

Hiwassee Dam School Based Health Center (HDSBHC): Had a great interview with Deb Smith, Nurse Practitioner for the provider position HDSBHC. Deb had worked for the Health Department previously. She was offered the position but then declined. Curtis Brown questioned the viability of the Hiwassee Dam site after grant funding ceased. Allen Keith also brought up discussion of the current pay scale for Mid-Level Providers and the challenge of finding another provider due to low pay. There was discussion of possibly floating staff from Murphy site to Hiwassee Dam one day a week but Towanna said that was not feasible at the moment with the already limited amount of staff. Hiwassee Dam provider listing will continue to be posted until further action is decided.

Salvation Army Angel Tree: 116 families were served in partnership with the Salvation Army and Manna Food Bank.

Personnel Report: Candice Baldwin, RN has resigned citing, “too much responsibility in work with little pay” as her reason for leaving. Joy Graves will be taking her position in Communicable Disease and we will be posting the OBCM position on the county website soon.

Executive Session: No need for an Executive Session

Other Comments: Holly Gutierrez asked about the status of Children in the workplace policy and the newly established hours. Towanna explained that the new 8am-5pm had helped but some employees had to arrive to work late in order to accommodate for the 2hr delays.

Being no further business, Curtis Brown made the motion to adjourn, seconded by CB McKinnon. Alan Keith dismissed the group at 6:20 pm.

Next Board Meeting: The next board meeting will be held on Monday March 14th at 5:30 pm at the Murphy Health Department Conference Room.

Towanna Roberts, RN
Health Director

Alan Keith
Board Chairman