

**Catawba County Board of Health  
Minutes  
June 6, 2016**

The Catawba County Board of Health met on Monday, June 6, 2016. The regular meeting of the Board of Health convened at 7:05 p.m. at Catawba County Public Health, 3070 11<sup>th</sup> Av Dr SE, Hickory, NC 29602 in the Boardroom.

**Members present:** Mr. William Mixon, Chair  
Mr. John Dollar, Vice-Chair  
Mr. Dan Hunsucker, County Commissioner  
Ms. Brenda Watson  
Dr. Matthew Davis  
Dr. Sharon Monday  
Ms. Naomi East  
Mr. Brian Potocki  
Ms. Dana H. Greene

**Members Absent:** Dr. David L. Harvey  
Dr. David C. Hamilton, Jr.

**Staff present:** Mr. Doug Urland, Health Director  
Ms. Kelly Isenhour, Assistant Health Director  
Ms. Jennifer McCracken, Health Services Manager  
Mr. Mike Cash, Environmental Health Supervisor  
Ms. Julie Byrd, WIC Nutrition Supervisor  
Ms. Amy McCauley, Community Outreach Manager  
Ms. Martha Knox, Administrative Assistant III  
Ms. Sarah Rhodes, Clinical Services Nurse Supervisor  
Ms. Rhonda Stikeleather, Children's Services Nurse Supervisor  
Mr. Scott Carpenter, Environmental Health Supervisor  
Ms. Tania Harper, Community Outreach Coordinator

**CALL TO ORDER**

Mr. William Mixon, Chair called the meeting of the Catawba County Public Health Board to order at 7:00p.m.

**APPROVAL OF THE AGENDA**

Mr. Mixon stated that Board members had received the Agenda and asked if there were any changes. Hearing none, Mr. Dan Hunsucker made a motion to accept the agenda as changed and Ms. Naomi East seconded the motion. The motion passed unanimously.

**APPROVAL OF MINUTES**

The minutes for May 2, 2016, were included in the Board packet the Board members received via email. Mr. Mixon asked if there were any corrections, hearing none, he asked for a motion to accept the minutes as presented. Mr. John Dollar so moved and Mr. Dan Hunsucker seconded the motion. The May 2, 2016, Minutes were unanimously approved as presented.

### **PUBLIC COMMENTS**

Mr. Mixon asked if anyone presented to speak before the Board. Ms. Martha Knox, Administrative Assistant III, stated that no one had presented to speak; however, she did have a new employee to introduce to the Board.

### **NEW EMPLOYEE**

Ms. Martha Knox, Administrative Assistant III, introduced Ms. Tania L. Harper to the Board. Ms. Harper joined Public Health on April 18, 2016 as a Community Outreach Coordinator with the Healthy People/Healthy Carolinians Project funded by the Duke Endowment Grant. Ms. Harper joined Public Health with experience that included working with the Peace Corps in Morocco, serving as Director of Youth Services with Volunteers of America and working as a Program Supervisor with NC Ad Litem Program here in Catawba County. Mr. Mixon welcomed Ms. Harper to Public Health on behalf of the Board of Health.

### **COMMISSIONERS COMMENTS**

Mr. Dan Hunsucker stated that the Board of Commissioners recognized Mr. Dave Hardin in the invocation at the beginning of the meeting, Mr. Hardin passed away suddenly on this date. Mr. Hardin had worked with Catawba County as Public Information Officer for 23 years and will be missed.

The Board of Commissioners announced that Mr. Mick Berry had been selected as the next County Manager. An outside consulting firm had been used in the selection process and Mr. Berry was chosen out of the top three candidates as the most qualified to replace Mr. Tom Lundy, who will retire as County Manager with Catawba County on August 1, 2016. Mr. Berry will join Catawba County on July 5, 2016.

The Board adopted a Fiscal Year 2016-2017 County Budget, which keeps the County's property tax rate unchanged while it invests to enhance the quality of life in the County and harness positive momentum of the local economy.

The Board approved a project budget ordinance in the amount of \$100,000 to construct a Catawba River Observation Platform at Riverbend Park, replacing a wooden structure destroyed in the 2013 flood. Catawba County Planning and Parks Department re-applied to the North Carolina Community Foundation on January 21, 2016, for Duke Energy Water Resources funds to complete this construction.

Mr. John Dollar, Mr. Brian Potocki, and Dr. David Hamilton, Jr. were reappointed to serve a three year term on the Catawba County Board of Health.

### **HEALTH PARTNERS UPDATE**

Ms. Amy McCauley, Community Outreach Manager, updated the Board on the 2<sup>nd</sup> year of the Well Business Program. She stated that the Well Business program is an annual recognition program that rewards companies for using worksite wellness practices proven to promote employee health and help prevent cancer.

- The program is open to local companies of all industries/sizes with active wellness programs.
- Application process demonstrates use of proven worksite wellness practices within the past year.
- Companies meeting program requirements receive recognition for their efforts at Bronze, Silver, or gold level.
- Companies must reapply annually to maintain the designation.
- No fee to apply or participate in the program.

This program was created by Catawba County Health Partner's Cancer Task Force to promote cancer prevention. Ms. McCauley stated that this program encourages a local culture of health and emphasizes the importance of

cancer prevention and overall wellness. Businesses are encouraged to include best practices in their wellness programs, and rewards businesses for their investment in the health of their employees.

There are 65 best practices that cover the following:

- Policy & Organizational support
- Tobacco Control
- Nutrition
- Physical Activity
- Cancer Prevention, Screening & Early Detection

19 businesses were recognized in 2015 and 30 businesses were recognized in 2016. These businesses are seeing the benefits of public recognition, including publicity and advertising. They can use the WellBusiness logo on their wellness materials, their website, letterhead and any promotional materials. Businesses are recognized at an awards luncheon.

## 2016 WellBusinesses

19 Recognized in 2015 (\*)  
30 Recognized in 2016

### Gold

AdvancePierre Foods\*  
Broome Associated Insurance\*  
Catawba County Government\*  
Catawba Regional Hospice\*  
Catawba Valley Medical Center\*  
CertainTeed\*  
CommScope, Inc.\*  
Cornerstone Health Care\*  
Corning Optical Communications\*  
Frye Regional Medical Center\*  
HSM Solutions\*  
Klingspor  
Transportation Insight  
US Conec, Ltd.\*  
von Drehle\*  
YMCA of Catawba Valley\*



### Silver

Alicia Carroll, MD Ophthalmic Plastic  
& Reconstructive Surgery Center  
Century Furniture  
City of Hickory  
City of Newton  
Lee Industries, Inc.\*  
Martin Starnes & Associates, CPAs\*  
McCreary Modern, Inc.\*  
Merchants Distributors, LLC\*

Piedmont Cardiology Associates  
Sherrill Furniture Company  
United Church Homes & Services  
Vanguard Furniture Company

### Bronze

Lexington Home Brands  
WestRock

Mr. Mixon thanked Ms. McCauley for her presentation.

### ELIBILITY AND FEE POLICY REVIEW

Mr. Doug Urland, Health Director, stated that annually the Eligibility and Fee Policy must be reviewed by the Board of Health. Not only is this a best practice but it is also required by the North Carolina Public Health Accreditation standards.

He drew attention to page 5 of the document and the yellow highlighted areas that were being changed at this time.

NC Medicaid and NCHC (NCTracks): CCPH is a participating provider and will submit claims to NCTracks for clinical, ~~dental~~, and immunization services provided to clients. Co-payment amounts specified by NCTracks

should be collected from the client prior to services being provided. NC Medicaid and NCHC are billed weekly. Participating provider adjustments are posted to client balances as appropriate.

~~BlueCross BlueShield (BCBS/NC): CCPH is in network with BCBS for dental services provided when the dentist performing the services is credentialed with BCBS. Claims submitted to BCBS/NC for dental services provided by a non-credentialed dentist will be denied and we may not bill the client for these services. Participating provider adjustments are posted to client balances as appropriate.~~

CCPH is non-participating with BCBS for clinical and immunization services (see Commercial Insurance below).

Commercial Insurance: CCPH is non-participating with commercial insurance. We do not accept, nor will we apply, network discounts to the amount owed for services provided. Commercial insurance companies are billed at least monthly. Participating provider adjustments are not posted to client balances.

Local Organizations: Services requested by other departments for employees of Catawba County and local school systems will be billed to the department requesting the service. Services provided at the request of other local organizations require payment in full prior to the service(s) being provided. Catawba County departments are billed at least monthly. Local organizations may contract with CCPH to provide some services at a discount. CCPH may bill contracted local organizations at the discounted amount to make claim processing simpler for the payor. CCPH will post an adjustment for the contracted discount when appropriate.

Client-Pay: Payment is expected from clients at the time of service for clinical services. See Program Specific sections regarding discounting of fees based on a family size/income sliding scale. If a client is unable to pay for services when provided or the patient has an outstanding balance, a Payment Agreement will be offered, documented and signed by the client.

On page 6, the following changes were made:

Communicable Disease (CD) Program (including Tuberculosis (TB)): As required by Contract Addendum and statute, CCPH will provide or arrange for CD/TB related tests and treatment at no cost to clients. CCPH may submit claims to clients' applicable third-party payors for CD/TB services and bill clients as described in paragraph (B) on page 4. Claims to third-party payor will be submitted at the full charge amount.

~~Dental Health (DH) Program: Dental Clinic services with a corresponding Medicaid rate will be calculated at our agency costs as determined by the annual Public Health cost analysis and rounded up to the nearest five dollars.~~

Environmental Health (EH) Program: An allowable and approved fee for an Environmental Health Service must be assessed and paid prior to the provision of that service, the issuance of any permits resulting from that service, and/or the release of any other related documents.

~~Home Health (HH) Program: Home Health fees are based upon Medicare and Medicaid rates. Where service costs (as determined by an annual cost study) are higher than the Medicaid or Medicare rate, the charge will be based upon the actual cost.~~

On the last page of the document, the following change was made:

1. When a client requests no mail, discussion of payment of outstanding debts shall occur at the time service is

- rendered.
2. If the client is unable to pay in full at the time of service rendered, a receipt will be given to the client reflecting the partial payment and the client will be given an opportunity to sign a payment agreement.
  3. Medical record is flagged reflecting-- "NO MAIL" and every precaution should be taken to ensure bills are "not" sent to clients, requesting "NO MAIL".
  4. Client is reminded every visit of the amount they still owe.
  5. No letters or correspondence concerning insurance, past due accounts or other billing issues will be sent to any client that requests "NO MAIL".

Mr. Dan Hunsucker made a motion to approve the Eligibility and Fee Policy as presented with changes. Ms. Naomi East seconded the motion and it passed unanimously.

### **ENVIRONMENTAL HEALTH UPDATE**

Mr. Scott Carpenter, Environmental Health Supervisor over Food and Lodging, gave his update to the Board of Health. He stated that for 2015-16 2,072 inspections had been completed by the end of May, 2016. The Environmental Health staff achieved 100 percent inspection rate for 2014-15. Mr. Carpenter stated that it is seasonal pool time, and that means that in addition to everyday inspections it is now time to ensure that public pools are permitted and are safe for the public to use. Public pools are inspected when they open for the season and also during the summer – then a final inspection is conducted when the pool closes at the end of the season.

The fences, gates and phones at the pools must be in working order.

Regarding complaints, the following have been documented:

- ✘ 97 FLI Complaints
- ✘ 54 OSWWP Complaints
- ✘ 14 (5 bed bugs) Vector Complaints
- ✘ Smoking:
  - + Educational Letters – 3
  - + Site Visits – 3 (1 violation)

There was a brief discussion concerning status of vector regarding mosquitoes, rats, and bedbugs. Scott Carpenter stated that to kill bedbugs high heat is required. The discussion regarding mosquitoes, Mr. Urland stated that the Environmental Health staff has material that can be put in standing water to kill mosquito larva. It is very important that water be removed from any place that it can gather, such as: old tires, small plant containers, etc.

Mr. Mike Cash, Environmental Health Supervisor over On-Site Water Protection Program, gave a brief update on On-Site Water Protection Program. He stated that HB 765 is being watched closely. This legislation allows for a homeowner or contractor to hire a private engineer and soil scientist to design a waste-water system. The draft rules have been developed and should be in effect on July 1, 2016. The rules revision is a revised draft and is a result of stakeholder meetings. These rules will be in place on January 1, 2017; however, Mr. Cash stated that a lot of things must transpire before they can be implemented. These rules will govern the on-site waste water permitting and design.

Coal Ash – Mr. Cash stated there has been very little additional information about the Coal Ash situation from the State. The State has come under scrutiny regarding communication of safety of drinking water in the coal ash areas. Mr. Cash stated that the local Environmental Health staff has not received inquiries regarding Coal Ash or the tests that can be conducted on drinking water.

Mr. Cash stated that service efficiency for permitting times has dropped. It now takes 5.5 days to process a permit instead of 4.9 days. He added that there is a minimum of three visits that are required for every lot that is developed. Therefore the overall demand has increased and one lot will take multiple trips depending on the system and whether a well is involved.

Mr. Cash stated the goal of quality work and delivery in a timely fashion has not changed. Mr. Potocki asked how many days the permitting process took in the early 2000s when there was a building boom. Mr. Cash stated the permit times were not being tracked at that time. It was not until 2009-2010 when Environmental Health developed a computer program to track the permit issuance times.

### **FLU AND ZIKA UPDATE**

Ms. Sarah Rhodes, Clinical Services Nurse Supervisor, gave a brief update on Flu and the ZIKA virus. She stated that the Flu activity is sporadic for the week ending May 21, 2016. Influenza A remains the most prevalent and NC is slightly above the national/regional baseline. A total of 59 deaths have been reported since October, 2015. Flu vaccine is still available upon request.

Ms. Rhodes stated that as this year's activity winds down, the planning for next year is beginning for the 2016-17 flu season.

Regarding ZIKA, Ms. Rhodes stated that providers are bringing specimens for testing to the Health Department and those specimens are sent to the State Lab for analysis. Out of 10 tests that have been sent, two came back positive for ZIKA and these were from people who have traveled outside the US.

Kelly Isenhour, Assistant Health Director, stated that ZIKA is a new emerging disease; therefore, the information being reported on this disease is important for gathering data. The link to pregnant women and the effects this virus can have on the unborn cannot be ignored. There was discussion about inspections for mosquito breeding and Doug Urland, Health Director stated that there are mosquito dunks that can be tossed in standing water such as abandoned swimming pools, etc. Ms. Watson asked if birds are safe if you use a product in a birdbath. Mr. Cash stated that birds are safe from the larvacide used to kill mosquitoes.

### **2016-17 BOARD OF HEALTH CALENDAR**

The calendar for regular meetings of the Catawba County Board of Health was included in the Board packet for the Board's consideration. Dr. Sharon Monday made a motion to accept the calendar for 2016-17 as presented and Dr. Matthew Davis seconded the motion. The motion passed unanimously.

### **HEALTH DIRECTOR'S REPORT**

Mr. Doug Urland, Health Director, stated that he had a couple items.

Budget – Reinvestment funds - \$200,000 in special contingency from the funds received in the Home Health sale was included in the 2016-17 budget for Public Health. Mr. Urland will update the Board as decisions are made on how to utilize these funds. The staff will be utilizing funds to complete the team building and strategic planning sessions that are being scheduled. These sessions will be helpful in preparing for the 2017 re-accreditation with NC Public Health Accreditation in the fall of 2017.

State Budget – The Governor and House budgets included \$14.8 million for Medicaid Cost Settlement funds to offset the funding lost to Public Health. The Senate did not include the funds in their budget.

HepC – Opioids – a bill was presented on needle exchange in NC. Mr. Urland will update the Board as information becomes available.

PH Rule – regarding issuing of water advisories. Mr. Urland stated it did not look like this rule will move forward in the process.

**OTHER BUSINESS**

Two members of the Board have resigned effective June 30, 2016, Mr. William Mixon and Ms. Naomi East. Mr. Urland presented a paperweight to Ms. East for her service and a gavel was presented to Mr. Mixon for his years serving as a board member and Chairman for two years. Both Board members stated that they had enjoyed working on the Board of Health.

**ADJOURNMENT**

Board of Health meeting adjourned at 8:15pm

Respectfully submitted:



Douglas W. Urland, MPA  
Health Director

DWU: mjk